



RBK School Parents Teachers Association

RBK School, Beverly Park, Mira Road (East), District: Thane – 401107
E –mail ID – rbkpta@yahoo.co.in

NOTICE

FOR THE ANNUAL GENERAL MEETING OF RBK SCHOOL PARENTS TEACHER ASSOCIATION and ELECTION OF CLASS REPRESENTATIVES AND EXECUTICE COMMITTEE OF PTA

Dear Members,

Notice is hereby given to all members that the **ANNUAL GENERAL MEETING** of **RBK School Parents Teachers Association** will be held on **Saturday the 18th April, 2015** at **8:30 A. M.** in the **RBK School Auditorium (4th Floor)** to conduct the following businesses:

A G E N D A

1. Welcome address by the Chairperson.
2. Confirm and approve minutes of the AGM held on 19th April 2014.
3. Receive and adopt annual Report and audited financial statement for the year ending 31.03. 2014.
4. Consider & approve appointment of Auditors for the year 2015-16.
5. Discuss any other matter with the permission of the chair.
6. Vote of Thanks.

Please note that : The AGM is proposed to start at 08:30 A.M. Sharp.

If there is no quorum till 8:30 A.M., the meeting shall be adjourned for another 30 minutes. Following that, the meeting will be held and conducted irrespective of whether there is a quorum or not. Members present and reassembled by 9:00A.M. will constitute the quorum and the decisions taken would be abiding to all.

PTA ELECTION FOR ACADEMIC YEAR 2015-2016 Election of Class Representatives & Executive Committee

This is to inform you that PTA Election will be held immediately after the AGM. All the Class representatives and office bearers for PTA Committee 2015- 16 will be elected on the 18th April 2015.

Parents who aspire to become part of the PTA body please note :-

* Parents must be ready to devote their time whole heartedly.

* Attendance to the AGM is compulsory

* If due to unforeseen circumstances you are unable to attend the meeting/s, a valid reason for absence must be submitted in writing.

* We expect total co operation and full attendance for every event held under the aegis of the PTA. This includes all meetings for the preparation, ideation and execution of the events.

* Elected Members to the PTA

body would have to refrain from personal business promotions with the school.

Details of the election process to the PTA Committee:

6th April 2015 : Distribution of Nomination forms.
(Nomination forms to be uploaded on the school web site. To be distributed to parents through students. Interested candidates have to file in their nomination and submit.)

13th – 14th April 2015: Collection of nomination forms.

15th April 2015 : List of qualifying candidates to be displayed.

16th April 2015 : Withdrawal of candidature, before 1.00 pm
(Withdrawal to be submitted at PTA DESK or drop in PTA BOX)

16th April 2015 : Final list of candidates to be displayed

18th April 2015 : Elections.

Parents please note that membership to the Parents Teachers Association is compulsory for each and every parent. RBK School PTA works to develop a cooperative working relationship between the parents and staff of the school; to foster and encourage parent participation on all levels; and to provide opportunities for parents to support, participate and suggest in school governance and decision-making.

Yours Sincerely
Signed /-
Chairperson PTA