



NEW HORIZON SCHOLARS SCHOOL

CBSE Affiliation No. 1130325
Plot No.5, Sector-13, Airoli, Navi Mumbai-400 708

Circular No.: P 001

GRADE: I – V

Date: 01.04.2023

Dear Parents,

Subject: Formation of the PTA Executive Committee (PTA-EC) for Academic Year 2023-2024

This is to inform you about the nomination of the PTA Executive Committee for the academic year 2023-2024 to be held in the month of April 2023.

The criteria and instruction for the same are given below.

1. Eligible parents can collect their nomination form from the fee counter 1st April 2023 till 5th April 2023.
(On school working hours)
2. To accord equal opportunity, parents who were former members of PTAEC are not eligible for the nomination for consecutive three years.
3. Parents of students who are paying school fees and who have no outstanding fees are eligible for the nomination of parent representative of the PTA Executive Committee for the Grade in which their ward is studying, by duly filling in the nomination form. (For Example, if your ward is studying in Grade III, you are eligible to nominate yourself for Grade III only.)
4. The form must be duly filled and signed by the parent who is nominating himself/herself and submit it to the school on or before 5th April 2023
5. Incomplete nomination forms or the forms with errors, will be rejected.
6. One form one child to be filled. In case a parent has submitted more than one nomination form, it shall be liable to be rejected.
7. 50% of the PTA EC members shall be women and 1 members shall be from SC/ST/BC.
8. PTA Executive Committee will be done through lottery/draw of the nominations received if more than one nomination is received for each Grade. Nominees can remain present during the draw.
9. Once selected, the parent shall attend the meetings as member of the PTAEC.
10. If a member is absent for three consecutive meetings her/his membership shall be deemed to be cancelled. The vacancy shall be filled in by lottery, from amongst the applications received for that academic year.
11. Member will need to submit requisite documents and certificates with the form.
12. All members shall under oath, adhere to the Code of Conduct for the meetings.