



ST. PAUL'S SCHOOL PAL - GANGANA

Agenda

1. Prayer
2. Introducing & welcoming Fr. Martin Anto (New Education Secretary) & the new members & thanks to Fr. John Carvalho (Outgoing Education Secretary) & the outgoing members.
3. Minutes of the previous meeting.
4. Requirement of teachers for classes Nursery, Primary, Computer & class VII.
5. Requirement of one domestic helper for new building.
6. Fee Structure for the academic year 2024-2025 (10% increase).
7. Requirement of 3 Smart Boards.
8. Increment of salary for teacher and domestic helpers.
9. Applied for minority certificate for school.
10. Starting PF and ESI for teachers.
11. Requirement of the new furniture for class VII & two new sections.
12. Any other matter by the concern of the chair.

Fr. Vicky Vincent
(Principal)

ANNUAL SCHOOL MANAGEMENT COMMITTEE MEETING

MEMBERS OF THE COMMITTEE

1. Rev. Bishop Pius Thomas D'souza
2. Rev. Fr. Cosmos Shekhawat
3. Rev. Fr. Martin Anto
4. Rev. Fr. Vicky Vincent
5. Rev. Fr. Anthony Davidson
6. Rev. Fr. Santeus Ligoway
7. Rev. Fr. David John
8. Rev. Sr. Shiveta
9. Rev. Sr. Pratibha
10. Rev. Sr. Anjali
11. Mrs. Monica Tirkey
12. Mrs. Vanita Choudhary
13. Mr. Peter Joseph
14. Mr. Sebastian Lazarado
15. Mrs. Pooja Matolia

(Handwritten signatures and initials)
Pratibha
Anjali
Shiveta
David John
Sr. Pratibha 23.02.24

Minutes of the meeting

The school management committee meeting of St. Paul's school Pal was scheduled on 23rd February 2024 at 10:30 a.m in the Parish house.

The meeting commenced with the opening prayer by Rev. Fr. Cosmos Shekhawat, thereafter,

he welcomed the new members i.e. Rev. Fr. Martin Anto (New Education Secretary) and thanked the outgoing members i.e. Fr. John Carvalho (Outgoing Education Secretary) and Mr. Amit Fernandez (Member as a parent). After the introduction the minutes of the previous year's meeting was read by Fr. Vicky Vincent and was passed by Fr. David John and was seconded by Sr. Pratibha. Thereafter, the chairperson took up the agenda for the current meeting.

1. Fr. Vicky stated that this year the school is upgrading to class VII so, there is a requirement of good qualified pre-primary primary and computer teachers. To this Fr. Martin told to call a proper interview panel of experienced subject teachers for the interview of TGT teachers. The teachers should be specialised for these classes.

Fr. Vicky further told that due to good admissions and increasing strength, this year few classes will be divided in sections but Fr. Cosmos & Fr. Martin suggest to keep the ratio 40/1½.

Requirement of one domestic helper for the new building was proposed and was passed stating that all the necessary documents should be collected after selection of the

candidate.

3. Fee structure for the academic year 2024-25 with an increase of 10% was present in the meeting which was already passed by the fee committee members. The management also agreed the decision of the fee committee.
4. Requirement of 3 smart boards for the new classes was approved by all the members of the committee.
5. The next agenda was about the increment of salary to which Fr. Martin asked about the salary grade of the teachers, to this Fr. Vicky replied that teachers are getting salary acc. to C grade salary structure. Then Fr. Martin asked Fr. Vicky to give him the income & expenditure details of the school with salary expectations. The matter will be discussed later between Fr. Martin & Fr. Vicky.
6. Fr. Vicky told that as he had applied for minority certificate & now he has received 4 notices from the govt. office stating that the requirements for the certificates are not fulfilled and this is the last notice sent by them. If still the requirements are unfulfilled then the school has to re-apply for the certificate. Fr. Martin asked the region of the

notice to which Fr. Vicky stated that personal minority certificate of each executive members of the committee are pending.

7. A point for starting of PF & ESI for teachers was also raised to this it was discussed that a school can start PF & ESI if there are minimum 20 teachers in the school and it should be started only to those staff members whose joining salary is less than 15,000/- P.M. The detailed discussion will be done later by Fr. Vicky & Fr. Martin.

8. Requirement of the new furniture for class & two new sections were proposed & were approved by the committee members.

9. Fr. Cosmos Shekhawat asked to read the school report and Ma'am Vanita Choudhary read the school report of the current academic year (2023-24). Everyone appreciated the growth of school.

10. Fr. Cosmos Shekhawat asked all the members if there is any other matter to be discussed and Fr. Vicky told that last year we had 21 students & in this academic year the strength of RTE has been raised to 27 students. A budget for RTE students is provided only for

class I by the govt. There is no fund issued for Pre-primary RTE students from the govt. He also told that the contractor will hand over the new class rooms for the coming academic session in the new building in the month of April. Fr. Cosmos & Fr. Martin said, you can do the blessings and start the classes and you can keep the Inauguration later once the full work is over. With this the meeting came to an end by a short prayer by Fr. David John.