



DATTA MEGHE WORLD ACADEMY

SECTOR 16, AIROLI, NAVI MUMBAI 400708

Affiliation No. 1130337

CIR/26-27/04

Date:23-07-26

Dear Parents,

The school is in the process of constituting the Parent-Teacher Association (PTA) Executive Body for the Academic Year 2026–27. The PTA serves as an important link between parents and the school, working together for the overall development and welfare of students.

Parents interested in becoming members of the PTA Executive Body are requested to submit the following to the Grade Teacher on or before 27th July:

- Duly filled PTA Nomination Form (available on Page 107 of the School Calendar).
- Bio-data/Profile on A4-size paper attached to the nomination form.

Please note: Incomplete forms, forms without a Bio-data/Profile, or forms received after the last date will not be accepted.

Eligibility & Selection

1. Parents may nominate themselves only for the grade in which their ward is studying.
2. The nomination form must be duly filled and signed by the parent.
3. Parents who have been members of the PTA Executive Body are not eligible for re-selection for the next three years.
4. One nomination form must be submitted per child.
5. As per the prescribed norms, 50% of the parent representatives shall be women (Male: Grades I, III, V, VII, IX & XI; Female: Grades II, IV, VI, VIII, X & XII). Representation from the SC/ST/OBC category will also be ensured, while the remaining members will be from the Open category.
6. If more than one valid nomination is received for a grade, the parent representative will be selected through a lottery/draw of lots.
7. Selected parents are expected to attend PTA Executive Body meetings regularly. The Executive Body will meet at least once every three months.

PTA Executive Body

The Executive Body consists of the Principal (Chairperson), Parent Vice-Chairperson, Teacher Secretary, Parent & Teacher Joint Secretaries, and one Parent and one Teacher Representative from each grade. The term of the Executive Body is one academic year. Parents applying for the posts of Vice-Chairperson or Parent Joint Secretary should have a ward who has completed three years of schooling in the school.

Objectives

The PTA aims to strengthen parent-school partnership, promote students' holistic development, support school initiatives, address matters concerning students and parents, and provide constructive suggestions for school improvement. The PTA shall function under the guidance of the School Management and shall not interfere with the day-to-day administration of the school.

We look forward to your active participation and wholehearted support.

A handwritten signature in black ink, appearing to read "The Principal", written over a light blue rectangular stamp.

Principal