

**Notice of meeting of Executive Committee of Parent -Teachers
Association of Golden Jubilee School**

No : GJS/PTA/03/2016

Name of the School : Golden Jubilee School

Date :

To,

Member of Executive Committee

Subject: Meeting of Executive Committee.

Sir/Madam,

With reference to the subject cited above, as per the provisions of the section 4(2)(e) of the Maharashtra Educational Institutions (Regulation of Fee) Act, 2011 (Mah. VII of 2014) and rule 8(1) of the Maharashtra Educational Institutions (Regulation of Fee) Rules, 2016, the meeting of Executive Committee of Golden Jubilee School is Scheduled on **18 July 2016** at **15:00 hrs.** at Golden Jubilee School.

Agenda of the meeting is enclosed herewith. You are requested to attend the meeting in time. As per the provisions of rule 8(3) of the Maharashtra Educational Institutions (Regulation of Fee), Rules, 2016, the meeting will be conducted only if at least one-third members of the total strength are present and provided that more than fifty percent of the parent members of the total number of parent-members are present. If the quorum is not fulfilled, the Chairperson of the committee shall adjourn the meeting for half an hour. No business will be transacted in the meeting unless there is a quorum. The meeting will be cancelled and will be recalled after fifteen days by following the process mentioned in these rules.

Yours faithfully,

Secretary,

Executive Committee.

School Name : Golden Jubilee School

Agenda

1. Selection of Vice Chairperson, Jt. Secretaries
2. Briefing on the role of PTA exec body
3. Any other matter