

Affiliation Not- 2133965 School Code!-71374 College Campus: Vill - Malak Balau, Nawabganj, Prayagraj (U.P.) PIN - 229412

City Off: 46A/1A, Main Road, Teliyarganj, Prayagraj (U.P.) PIN - 211004

Ref.

Date. 01/09/2024

PTA EXECUTIVE COMMITTEE-2024-25

The Parent Teachers Association have been formed on 01/04/2024. The tenure of PTA is 01 year from the date of formation.

Name	Designation	Post	Contact No	Sign
Yogendra Kumar Vaishya	General Secretary	Manager	9415216164	4.
Anjani Kumar Mishra	Chairperson	Principal	7786036478	100g

Parent Representative	Contact No	Sign	Teachers Representative	Contact No	Sign
MANOJ KUMAR YADAV	7379077015	Mu	Anjali Pandey	7007531094	-130
ARTI MAURYA	7317848901	Acotti	Neha Gupta	9415083384	Voley
AJAY KUMAR MISHRA	9984438292	A jay M	Priya Tiwari	8005090517	Paro

Manager

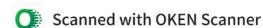
ACCESS INTERNATIONAL SCHOOL
PRAYAGRAJ

Principal

PRINCIPAL

ACCESS INTERNATIONAL SCHOOL NAWABGANJ, PRAYAGRAJ

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Date. 01/04/24

PTA Roles and Responsibilities

Note: All Officer positions and Committee Chair positions for 2024-2025 school year are open. Please email ptawilliamselementary@gmail.com to express your interest. Elections will be held soon.

PTA Officers: **General Secretary**, **General Secretary** Elect, Chairperson, and Teachers Representative and Parent representative

PTA Board: All officers and Committee Chairs **General Secretary**: Works with School Leaders and the PTA Board to determine and implement the goals,

- events, and activities for the school year. Presides over all meetings of the Parents' Association and the Parents' Association Board
- · Serves as an ex-officio of all Parents' Association committees
- Exercises general supervision and leadership over the affairs of the Association
- Supports the various school functions
- Advocates for students, parents, staff, faculty and administrators with primary intent to
- optimize our children's learning environment President Elect Acts as an aide to the President
- Performs the duties and exercises the powers of the President in the absence of the
- President Assumes the office of President of the Parents' Association for the next school year
- Chairperson Acts as an aide to the President and President Elect
- Performs the duties and exercises the powers of the President in the absence of the
- President or President Elect Secretary Attends all Parents' Association Officer meetings

MANAGER
ACCESS INTERNATIONAL SCHOOL
PRAYAGRAJ

PRINCIPAL
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Affliation Mo! - 2133945 SchrolCode: 71974 College Campus: Vill - Malak Balau, Nawabganj, Prayagraj (U.P.) PIN - 229412

City Off: 46A/1A, Main Road, Teliyarganj, Prayagraj (U.P.) PIN - 211004

Ref.

Date. ..01/64/24.....

- Takes and types the minutes of the meeting and emails the finished minutes to the
- President for approval. Makes any necessary changes, and then e-mails the minutes to the other
 Officers. Treasurer Maintains custody of all funds of the Parents' Association
- Keeps an accurate record of receipts and expenditures. Disburses funds of the
- Association. Works with the President to create an annual budget for the Parents' Association
- Presents the budget to the Parents' Association Board for approval
- Obtains/monitors monthly income statements and balance sheets.

Works with Accountant to ensure the timely filling of taxes.

Manager

MANAGER
ACCESS INTERNATIONAL SCHOOL
PRAYAGRAJ

Principal

PRINCIPAL ACCESS INTERNATIONAL SCHOOL NAWABGANJ, PRAYAGRAJ