

Tele: 2582350

Headquarters
Goa Naval Area
Vasco-da-Gama
Goa - 403802

242/DD

18 May 23

The Principal
Naval Children School
Airport Road
Goa - 403801

MINUTES OF THE PTA EXECUTIVE COMMITTEE MEETING
HELD ON 09 MAY 23

1. Minutes of Meeting (MoM) of PTA executive committee meeting held on 09 May 23 is placed at Enclosure for information and further necessary action.

Regards,

(DD Darke)
Captain
PTA President

[Handwritten Signature]
(DD Darke)
Captain
PTA President

Enclosure: - Minutes of meeting of PTA

Copy to

The Flag Officer Commanding
For SO 'Education)
Headquarters, Goa Naval Area
Goa - 403802

Cdr James John
PTA Secretary
NCS (Goa)

MINUTES OF THE PTA EXECUTIVE COMMITTEE MEETING
HELD ON 09 MAY 23

1. The PTA executive committee meeting was conducted on 09 May 2023 at the VC Room, NCS (Goa). The meeting was chaired by the PTA President and attended by the Principal, Teachers and parents representatives.
2. **Opening Address.** The PTA President delivered the opening address and welcomed the members. He said that it was essential to review the progress of agenda points discussed during the last GBM and to seek feedback and new points from the parents to further improve and refine the overall system. He appreciated the efforts of all in resolving old issues. He also highlighted the various initiatives by the school towards various extra-curricular activities for the students and hoped that the same would greatly contribute towards overall grooming of the children.
3. **Discussions on Agenda Points.** The details of the old agenda point, action taken and decision on new agenda points are tabulated below:-

Review of Old Points

Sl	Agenda Point	Action Taken
(a)	Introduction of self- defence classes for girls 2023 after assessment I/ PT I Commencement of the classes to be accorded priority Point to be monitored	Talks initiated with resource person for Krav Maga sessions. It is likely that the classes would commence from July 2023 after assessment I/ PT I. Commencement of the classes to be accorded priority. <u>Point to be monitored.</u>
(b)	Provisioning of footpath and railing outside school main gate has been given by the Panchayat Minister & MLA Dabolim Constituency Mr. Matvin Godhino. All inspections of site completed. Point to be monitored for further progress	Post initial ground work and liaising by PTA Sect, go ahead has been given by the Panchayat Minister & MLA Dabolim Constituency Mr, Mauvin Godhino, All inspections of site completed. <u>Point to be monitored for further progress.</u>
(c)	Extra-Curriculat Activities After school conduct paid classes in drawing, drama, craft, dance & taekwondo. School undertook a survey to ascertain parent requirement and interest. Action Taken. Matter was taken up the SMC and it was decided that no business like activities was to be run in school premises. Students were free to explore on their own. Point closed	School approached various agencies to conduct paid classes in drawing, drama, craft, dance & taekwondo. School undertook a survey to ascertain parent requirement and interest. <u>Action Taken.</u> Matter was taken up the SMC and it was decided that no business like activities was to be run in school premises. Students were free to explore on their own. <u>Point closed.</u>
(d)	School is using WhatsApp to disseminate information to the children. This started as result of study from home during Covid but that has resulted in students always using mobile phones citing school related matters. The previous system of using diaries can be	All vital information uploaded on Entab. All concerned to be sensitised on the issue to restrict use of digital media. Necessary instructions and guidelines to

	<p>reverted to so that children need not use mobile phones for their school related activities and an automatic check is possible. WhatsApp groups have been formed but in addition to essential information, other details are also posted. This could result in parents missing out on vital information/requirements. Instead, information like PTA, Open House etc could be sent as direct message to the parents mobile phone</p>	<p>be issued and monitored for adherence. Use of Whatsapp to be restricted.</p> <p><u>Point to be monitored to till next meeting for feedback from Parents.</u></p>
(e)	<p>Uploading of assignments, CW and HW should be continued on Entab.</p> <p>For the security of all the children there should be someone on civil gate (main gate) in the morning till it's closed.</p> <p>For classes up to III, washrooms to be attended on continuous basis by helpers, for the convenience of the children.</p> <p>If any class test or event is schedule it should be intimated to the parent's through daily diary.</p>	<p>Diary issued. All the above points are adhered to.</p> <p><u>Point to be monitored for feedback from Parents.</u></p>
(f)	<p>Can students avail Remedial classes in the subject wherein he or she is weak for a particular subject. Due to 2 years online classes, quiet sure many of the students concepts have not cleared, hence Remedial classes for few students will help them to understand the subject more better and score more.</p>	<p>Remedial classes conducted regularly. Names of students seeking remedial classes not to be disclosed.</p> <p><u>Point closed.</u></p>
(g)	<p>No water supply and vessel to clean in boy's toilet on ground floor, toilets are very smelly.</p> <p>Teacher, peon at the gate in the morning to attend to the kids.</p> <p>Feedback should be anonymous.</p>	<p>All water connections checked. Adequate water supply and equipment available.</p> <p>Teacher & peon available in the morning & dispersal time.</p> <p>Feedback always kept anonymous.</p> <p><u>Point closed.</u></p>
(h)	<p>Making students sit on the floor as punishment.</p> <p>Notebooks get checked and still the mistakes remain.</p> <p>Rotation of seats is necessary but not happening in classes. The excuse is some kids are so tiny so we have to make them sit in first few seats or the bus comes early and they themselves sit in first seats.</p>	<p>Teachers warned. Practice discontinued.</p> <p>Conscious efforts to correct note books to avoid such kind of errors.</p> <p>Rotation happening in classes. Very short children have to sit in the front.</p> <p>Rotation of seating arrangement to be continued and ensured. Any feedback from parents in this regards be considered and addressed.</p> <p><u>Point to be monitored for feedback from Parents</u></p>

NEW AGENDA POINTS FOR PTA MEETING FORWARDED BY PARENTS

Sl	<u>Agenda Point</u>	<u>Discussions and Decisions</u>
(a)	<p>This is to bring to your kind notice the condition of classroom fans in class 12A.</p> <p>Initially the students were seated in another class which was humid and noisy. Now they are shifted to another classroom which has only one fan above teacher position in working condition.</p> <p>All other class 12 classrooms are equipped with proper fans and AC facilities. Such an environment is not at all conducive for learning and has left many children sick including my daughter. Hence you are requested to immediately repair or replace the fans in the classroom.</p>	<p>Considering the prevalent hot weather conditions, to the extent possible, classes in top floors would be avoided. Working conditions and effectiveness of fans would be checked and ensured through MES. School to monitor in case, the conditions deteriorate in any of the classrooms.</p> <p align="right"><u>Point to be monitored.</u></p>
(b)	<p>Regarding the upcoming Executive Committee Meeting of the PTA, I would like to put forth an issue which I felt needs immediate addressal.</p> <p>The use of foul language and expletives by children, both in school uniform as well as in external events, is becoming a very common occurrence. It is embarrassing to sit on a classroom bench during PTMs at times, given the things embossed on the desks. There should appropriate and strict action from the school authorities if we intend to curb this behavior in our otherwise brilliant kids. I think punitive action should be suggested in order to serve as a deterrent.</p>	<p>Issue was discussed in detail. It was unanimously agreed that such unruly verbal and physical behavior was unbecoming of children of NCS. It was agreed that there would be no tolerance of such instances. All such instances would be closely monitored and students would be warned for such offences. Parents would be notified and strict disciplinary action iaw NCS rules would be initiated.</p> <p align="right"><u>Point to be monitored</u></p>
(c)	<p>Further to your circular NCS (G)Circular/38/2023-24/18 with regards PTA meeting to be held on 8th May 2023, I have just one point to highlight. All parents who personally pick and drop their kids face this one major issue of traffic congestion at the gate especially during the afternoon time (During pick up) where heavy vehicles such as tankers, trucks, tempos are allowed to move in/ move out causing a lot of inconvenience to all parents as the heavy vehicular movement brings to halt the traffic on either side of the road. Request you to please write to the Vasco Traffic cell to stop movement of heavy vehicles on the road during school drop and pick time i.e from 7:30 am to 8:00 am, and 13:50 pm to 14:30 pm and also declare the road as one way during these hours. There have been on and off incidents of vehicles getting damaged due to congestion which has led to unhealthy discussion among the vehicles owners only further increasing the traffic chaos, fortunately nothing major has taken place till date, but if not acted upon swiftly it will be like waiting for something unfortunate to happen. I have also seen school children who came in cycles dangerously cutting across vehicles in the traffic chaos. Many schools in Goa were facing such traffic chaos especially in</p>	<p>Issue is being addressed continuously through several measures. All suggested remedial action are in progress in regular basis as follows: -</p> <ul style="list-style-type: none"> (i) Written and personal liaison with local policy/ municipal authorities to stop unauthorised parking/movement of commercial vehicles and removal of unauthorised hawkers. (ii) Positioning of Naval Police at NOFRA II junction to regulate traffic and movement of children. (iii) Letter to IOC to avoid using the NCS road during school opening and closing timings to ferry their Aviation Fuel Bowsers.

	<p>Panaji and Bambolim, the traffic authorities swiftly acted on such issues when brought to their notice by implementing suggestions as mentioned above thereby easing the traffic congestion and ensuring safe and secure passage for the kids as well their parents.</p>	<p>(iv) Progress the plan to start entry of children to school from the school gate to Airport road.</p> <p>(v) Start of school bus through NOFRA II to reduce vehicles from that side.</p> <p>(vi) Sensitise parents for orderly and quick pick up and drop of children to minimise congestion.</p>
		<p>(vii) School would monitor follow up of above measures.</p> <p style="text-align: right;"><u>Point to be monitored</u></p>
(d)	<p><u>Strengthening of Discipline.</u> I stay close by the school and often see students roaming around coffee shops outside school premises, in school uniform and during school time. This not only indicates poor disciplines but also exposes these kids to risk.</p> <p><u>Responsible use of Mobile:</u> We have Campus Care app which can be used for comprehensive study and administrative management. But usually its usage are limited to fee collection and homework occasionally. We are missing out on daily studies information. Home works are also not being uploaded on app regularly. Use of WhatsApp, which has become rampant, should be restricted.</p>	<p>(i) <u>Strengthening of Discipline.</u> It was agreed that this is an important issue and all possible measures to stop such indiscipline will be instituted. Strict necessary orders have been given to all entry, exit points.</p> <p>(ii) <u>Responsible use of Mobile.</u></p> <p>(aa) Issue has been addressed. All class work and home work would be ensured during physical classes ENATB would be used to upload necessary study material so as to meet requirement of children who have missed the classes or to help them during studies.</p> <p>(ab) Use of WhatsApp would be only to pass messages of administrative nature to parents.</p> <p style="text-align: right;"><u>Point to be monitored for feedback from Parents</u></p>
(e)	<p><u>Reduction of Weight of School Bag.</u></p> <p>(i) The need for reduction in weight of school bags has been under deliberation for some time now. Taking out the weight of the empty bag, water bottle, tiffin etc, the weight of the school books alone has been at least twice more than the total recommended weight of the school bag as per National School Bag Policy. The issue <u>merits immediate and sustained attention</u>, as even the students have started complaining about it, which was not the case</p>	<p>All the suggestions were discussed and accepted positively. Implementation of these recommendation to ensure reduction in weight of school bag would be progressed and monitored on regular basis.</p>

hitherto. Following measure be actively considered for implementation: -

(aa) Time table be amended to have a maximum of three main subjects per day. At present, all sections of all classes have classes all their main subjects – Eng, Hindi, Maths, Science and Social Science on all days. So students have to carry at least five subject's books on all days.

(ab) There has been a view that having prolonged classes of the same subject could lead to fatigue. However, this view needs to be addressed as follows: -

(ac) Having alternate classes of different subjects, besides including classes on subjects such as Sanskrit, Music, Games, Art, ATL, Library, GK, Financial Literacy etc. which are not held every day as of now within the same day would easily counter concerns of fatigue, if at all. e.g. Say Moday's time table could read something like Eng, Maths, Games, Hindi, Maths, Eng, ATL, Library. Even now, there are certain days when there are more than one class of the same subject.

(ii) National School Bag Policy has been prepared by a panel of eminent educationists and experts.

(iii) If fatigue was a concern, they would have considered it whilst promulgating the policy.

(iv) As such, the overriding concern is the weight of the school bag, even bigger than fatigue (if any). Compliance with the policy should be seen as an achievement and aspired for, rather than being held back by other, perhaps unfounded concerns.

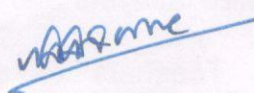
(v) Students be spared from carrying text books to school. One/ several set(s) of text books of all subjects be kept in the classroom. Projector be used to flash soft copy of text book. In case of power failure, spare text book(s) kept in class be used. This is very strongly recommended as it is easy to implement and will make big difference. Was being followed last year and now again not.

(vi) Teachers to specify the exact scope of syllabus for PT, Half Yearly, PT 3 and Annual Exam. That way, students could split the text books into sections and bind them, and carry only that part of the book, if at all they have to carry the text book on any day.

	<p>(vii) Multiple note books per subject per done away with. Despite repeated assurances, this has not been implemented on ground. E.g. Teachers continue to ask students to make a separate text notebook, among others.</p> <p>(viii) Social science periods be clearly marked in the time table as History, Geography and Civics, so that student would need to carry only that particular notebook.</p>	<p style="text-align: right;"><u>Point to be monitored</u></p>
(f)	<p><u>All communication with students be done within school hours only.</u> Strict boundaries be maintained in this regard. <u>Students own time and privacy be respected.</u> Only urgent communication, which cannot wait till next school day, be done during non-school hours. Even in such cases messages be addressed to parents, not students. E.g. there are numerous instances of homework or other study related information being shared in a routine manner on holidays, or late in the evening, with no particular reason as to why it could not be shared during school hours or why it cannot wait till tomorrow.</p>	<p>It was agreed to monitor and comply with the suggestion.</p> <p style="text-align: right;"><u>Point to be monitored for feedback from Parents</u></p>
(g)	<p>Whatsapp groups be used for communication with parents only, and not with students. Communication on whatsapp groups be <u>addressed to parents only.</u> Wording such as 'Dear Students' be diligently avoided.</p>	<p>Point discussed earlier and necessary action planned for compliance.</p> <p style="text-align: right;"><u>Point to be monitored for feedback from Parents.</u></p>
(h)	<p>Online tests be strictly discontinued</p>	<p>Point agreed for compliance.</p> <p style="text-align: right;"><u>Point closed.</u></p>
(j)	<p>Teacher- control on MST</p>	<p>It was agreed to examine and introduce a control function by the teachers for use of MST to avoid misuse by students.</p> <p style="text-align: right;"><u>Point to be monitored.</u></p>

4. **Closing Address.** In his closing address, the President thanked all the members for their active participation and constructive suggestions towards resolving the agenda points. He requested the members to monitor all the issues actively and put up suggestions and recommendations on a regular basis. He requested that the decisions taken during the meeting be monitored and the planned actions be progressed in a time bound manner. He said that the Board Exam results of Class X and XII were about to be announced and therefore wished best of luck to all the students and wished that the school comes up with flying colours like the last academic year.

5. There being no further points the meeting was adjourned.


(DD Darke)
Captain
President – PTA

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