



**FORMATION OF PTA EXECUTIVE COMMITTEE, SESSION 2023-24.**

The school will form the PTA Executive Committee for the session 2023-2024 as per the guidelines of the Education Department. The following rules are to be noted in this regard:

1. There will be totally 12 parent representatives, one from each standard, 10 teacher representatives, one from each standard and one representative of the School Management in the Executive Committee.
2. For selecting parent members the following procedure will be followed:
  - (i) Only the father or the mother of a family can file the nomination irrespective of the number of children from the family studying in the school.
  - (ii) Teachers of BBPS whose ward(s) is/are students of the school cannot file nomination for the parent representative post.
  - (iii) 50% posts of the parent members shall be reserved for women. As such nominations for Pre Primary, classes 2,4,6,8 and 10 are open for both men and women. **Nominations for Pre School, Classes 1,3,5,7 and 9 are open only for women.**
  - (iv) One parent member of the EC shall be from the SC/ST category. For the session 2023-2024 this reservation will apply to class 6. The nominating parent shall attach a copy of the valid caste certificate, issued by concerned authority in his/her name with the nomination form.
  - (v) Parents who had been the member of the EC during the year 2021-2022 and 2022-2023 will not be eligible to file nomination for the year 2023-2024 as per law.
  - (vi) If the number of nominations from each class exceeds one, then a draw of lots will be held in a meeting to be convened for this purpose. Details for draw of lots will be intimated to the candidates who file valid nominations, in due course of time.
  - (vii) If no valid nomination is received from parents for any particular class, then the school will nominate a parent from the said class.
3. Schedule for election to PTA Executive Committee will be as follows :

Nomination begins on	: 07 August 2023
Last date for nomination submission/withdrawal	: 11 August 2023
Finalizing list of valid candidates	: 14 August 2023
Draw of lots (if required)	: To be announced
Declaration of result	: To be announced

4. In case of any dispute, the decision of school Principal, as Chairperson, PTA EC will be final.
5. The nomination form for election to the PTA EC will be available for download in the school website (bbpsratnagiri.balbharati.org) with effect from 07/08/2023. The form can also be collected from the school office on all working days between 10.00am – 12.00noon from 07/08/2023.
6. The filled in nomination form must be submitted in the school office within the last date.
7. Parents are solely responsible for collection/downloading and submission of the nomination form. The school is not responsible for any technical error at parent's end like network problem, internet issue, etc. for the above cause.
8. Nomination form is attached as Annexure – 1. The form can be downloaded, filled and submitted as mentioned in point 3 & 6.

  
Principal



**Annexure - 1**

**Nomination Form**

**Election 2023-2024 for PTA Executive Committee**

Name : Mr./Ms/Mrs. \_\_\_\_\_

**(In Capitals)**

Relationship with student : Father/Mother/Registered Guardian  
(Strike off which is not applicable)

Contact number : \_\_\_\_\_

E-mail Id. : \_\_\_\_\_

Name of Student : \_\_\_\_\_

Class : \_\_\_\_\_

Details of sibling studying in the school :

Name : 1. \_\_\_\_\_ Class : \_\_\_\_\_

: 2. \_\_\_\_\_ Class : \_\_\_\_\_

*Declaration by the Parent:*

1. I hereby declare that the above statements are true to the best of my knowledge and belief.
2. I certify that I am a registered parent/guardian.
3. I certify that I am the only member of the family submitting nomination.

Name : \_\_\_\_\_

Date : \_\_\_\_\_

Signature : \_\_\_\_\_