



**Bal Bharati**  
**PUBLIC SCHOOL**  
Sector-21, Noida, G.B. Nagar

## **MINUTES OF THE GENERAL BODY MEETING**

Date	:	26th October, 2023
Day	:	Thursday
Time	:	08:00 p.m. to 09:30 p.m.
Online Platform	:	Google Meet
Convened by	:	Mrs Asha Prabhakar, Principal
Attended by	:	The entire staff of BBPS Noida except Ms. Kamna Joshi, Ms. Sithara, Mr Rajkumar, Mr Shiv and Mr. Swapan

The Principal, Mrs Asha Prabhakar initiated the meeting with a warm welcome, setting a welcoming tone for the proceedings. She emphasized on the importance of this meeting, especially considering the significant time lapse since the last General Body Meeting in the month of May.

The following points were discussed in the meeting:

- The Principal provided an overview of the evolving school ecosystem and clientele. Emphasis was placed on the changing landscape of parent expectations, posing a challenge for both the school and teachers. A key point of discussion centered around the obligation on the part of school and teachers attend to the parents promptly, acknowledging their concerns and grievances.
- She stressed on the need for compassionate counseling, particularly for class representatives and teachers dealing with students' mental health issues. It was also emphasized by her that each teacher plays 10% role of a counsellor in the classroom.
- Concerns were raised about the high number of TCs that were issued at the end of academic year 2022-23 and the potential impact on the school's reputation. She called for an immediate need to stop the withdrawals and urged teachers to focus on creating a conducive and safe environment where we are able to cater to the unique needs of all.
- The need to bid farewell to traditional teaching methods was emphasized, with a call for more creative activities in classrooms. Teachers were urged to conduct thorough research and incorporate innovative methods in line with the NCF draft guidelines.
- Regarding online classes, attention was drawn to the importance of correct pronunciation and modulation. The Principal shared feedback from a parent and stressed the need for meticulous preparation before each class.

- A critical discussion ensued about the quality of display boards. The Principal expressed disappointment with the lack of defined learning outcomes and called for immediate improvement. Class teachers were assigned the responsibility of ensuring informative, educational, and visually appealing display boards, aligned with NEP and NCF guidelines.
- She underscored the paramount importance of fostering seamless continuity between the pre-primary and primary levels, with the explicit goal of minimizing the number of slow learners. In pursuit of this objective, pre-primary educators were encouraged to provide comprehensive insights into their students' profiles, thereby facilitating a smoother transition for each child entering Class 1.
- The school librarians received explicit instructions to make available NAS (National Achievement Survey) question banks or copies of questionnaire as soon as the relevant authority releases the same, thereby aiming to empower the teachers and students for improved academic outcomes in the upcoming year, 2024.
- The teachers of classes X and XII were encouraged to engage the students in solving sample papers. The Principal strongly recommended this practice as an instrumental strategy to enhance students' academic performance.
- Stringent focus was directed towards reinforcing the adherence to dispersal guidelines. Bus teachers assigned to duty were expressly instructed to ensure punctuality in reaching their designated posts. The grave responsibility entrusted to the teachers in safeguarding the well-being of the students under their care was highlighted.
- The need of timely submission of bills by the sports department to facilitate the seamless progression of subsequent processes was reiterated by the Principal so that efficient and organized functioning of the overall system could take place.
- As a part of maintaining operational efficiency, the staff was reminded to submit leave applications on time. Furthermore, in the event a teacher wanted to take leave for two or more consecutive days, the application must be supported with a medical certificate. The importance of taking this measure in order to uphold the highest standards of documentation and to ensure the well being of the staff was highlighted.
- The Principal placed significant emphasis on minimizing transit time for teachers between the classes. It was communicated that there would be no lady guards substituting for teachers present in the classrooms, and the responsibility of monitoring the class effectively would rest solely with the teachers.
- Teachers were encouraged to optimize substitution periods by incorporating engaging and educational activities. Specifically, story sessions and quiz activities were suggested during these periods to enhance both the learning experience and overall student engagement.

- The Principal directed the attention of the staff towards the forthcoming annual function, emphasizing the collective aspiration of parents and students to orchestrate a spectacular event. Teachers who had been entrusted with specific duties were earnestly instructed to carry out their responsibilities with utmost sincerity.
- Vice Principal, Mrs Anupama Motwani highlighted a few key concerns and observations that needed immediate attention. She emphasized the importance of teachers reaching their classes on time to avoid indiscipline issues, especially with senior students. The issue of teachers using labs in the basement area during substitution periods was also raised, emphasizing that children should not be called to the basement, and teachers need to go to their respective classes. She also stressed the significance of conducting remedial classes during the zero periods and urged teachers to take this responsibility seriously.
- Headmistress Senior, Mrs Amita Ganjoo raised her concern about teachers using mobile phones during class. She proposed to communicate concerns in writing to teachers through emails or official channels. Concerns were also raised about the handling of discipline cases in middle school. Teachers were encouraged to address minor disciplinary matters themselves rather than escalating them to the Headmistress. Concerns were raised about the low participation of teachers in Ideathon and Atal Tinkering Lab initiatives. The teachers were requested to actively engage in idea generation and contribute to the success of these programs.
- Headmistress Primary, Mrs Vinaya Pujari commended Class 3 teachers for putting up a successful show of “Exuberance: Class III Presentation”. She highlighted the challenges faced by the new teachers in relating to the experienced staff. She underscored the crucial significance of thorough preparation by emphasizing the necessity of having a well-structured lesson plan in place before stepping into the classroom. The Headmistress placed a special emphasis on strengthening the parent-teacher connection, underscoring the pivotal role it plays in the overall educational experience.
- Headmistress Pre Primary, Mrs Sarika Passi prioritized the well-being of the students during bus transportation and brought attention to a critical aspect which was the absence of an emergency exit gate in one of the buses. This notable concern underscored the need for enhanced safety measures. Teachers and staff were urged to be vigilant and proactive in ensuring the security of the children during transit.
- The Principal reiterated the importance of adhering to the guidelines stated by the Vice Principal and headmistresses. She requested all teachers to be mindful of their duties and responsibilities.
- The Principal earnestly implored the Transport In charge to actively prioritize buses equipped with emergency exit gates, emphasizing the critical importance of safety for the students. This thoughtful directive underscores the school’s commitment to providing a secure and reliable transport system for the students.

- The Principal extended heartfelt congratulations to the entire Sports Department for their outstanding achievement in setting a new record at the Annual All India Inter Bal Bharati Sports Meet held at BBPS Pitampura in October, 2023. Recognizing the collective dedication and excellence of sports department, she also expressed sincere appreciation for the coaches on their remarkable performance.
- The Principal underscored the distinctive nature of the annual function as a skill-based event, emphasizing its educational significance. Directing the teachers, she urged them to actively counsel and motivate the students to participate wholeheartedly. Furthermore, she provided clear guidance, emphasizing that the annual function transcends mere entertainment—it is a profound learning experience. Teachers were instructed to impart this understanding to the students, fostering a mindset that values skill development and personal growth through active engagement in this significant school event.
- During the discussion, the Principal sought input from the staff representatives regarding any concerns. The representative from the Pre-primary section expressed the need for a hot case, and the Principal acknowledged and approved the request immediately.
- With an insightful assignment; she asked the teachers to find out the difference between deimplementation and reimplementation. This exercise encouraged a thorough exploration of these concepts, fostering a deeper understanding among educators.
- Concluding the meeting on a cordial note, the Principal brought the proceedings to a close.

Compiled by:

Sona Rawat (PRT English)