

## **MINUTES OF GENERAL BODY MEETING HELD ON DECEMBER 19, 2017**

**AT**

**ITL PUBLIC SCHOOL, DWARKA, NEW DELHI**

The first General Body Meeting was held on December 19, 2017 at 3:00 pm at ITL Public School, Dwarka. The host school Principal, Ms. Sudha Acharya greeted and welcomed all the members.

1. The meeting began with a word of prayer by Ms. Sheelu Mathews and a Christmas Carol presented by HM of host school.
2. The minutes of the previous meeting held on September 8, 2017 at Maxfort School were passed unanimously by the members present.
3. Membership form was distributed to all the members present and also to the other members who could not attend the meeting. Everyone was requested to fill up the membership form and submit to the Secretary at the earliest so that a detailed and verified record can be maintained of all member schools.
4. The newly designed letter head was shown to all the members present and with due suggestions from everyone it was decided that the name of the Patron is not required on the letter head, only Core Committee and Executive members names should be there. It was also suggested that the website address of Sankalp Sahodaya should also be mentioned on the letter head.
5. The members present were requested to update the data on the given format.
6. A copy of Bye-Laws, Rules & Regulations and the Charter was given to all the members and they were requested to go through it and provide their suggestions, if any, via email to the Secretary.
7. Some important points of the Bye-Laws and Rules & Regulations were shared.
8. The Pre-Board exam papers of class X and class XII to be sent via mail ([sahodayasankalp@gmail.com](mailto:sahodayasankalp@gmail.com)) by January 15, 2018.
9. Ms. Sudha Acharya invited suggestions on the list of activities to be followed from April onwards. Ms. Manisha, Ms. Seema Behl, Ms. Preeti Ojha were given duties to prepare the academic co-curricular and sports calendar. Vice President, Ms. Nita Arora was requested to share last two years Annual Calendar planned by her with them so that the planning of new calendar becomes easier. Member schools were requested to give their preferences of activities / competitions and preferred months.
10. Ms. K. Sudha, Treasurer shared the account details of Sankalp Sahodaya.
11. Treasurer to open a new account of Sankalp Sahodaya at a near by location.
12. The following points were also shared with the member schools, which are as follows:
  - a) In future General Body Meetings, no promotional activity/session to be organized by vendors however, they can be referred to other schools incase if their services are

beneficial and can be of some value addition. A brochure or some reading material can be distributed.

- b) Instead, five to ten minutes may be utilized in showcasing some best practices / new initiatives / any value addition / action research of the host school or of any member schools.
- c) Suggestion - the Principal of the host school (if she wishes) may start the meeting with a word of prayer herself / recorded prayer. There is no hard and fast rule however.
- d) No cultural program such as welcome song/dance to be presented that involves staff and students to stay back.
- e) Hospitality should not be lavish. The menu may include light snacks. (Two to three in number and one sweet).
- f) Gifts are a big NO, a planter (optional) and may be a school Newsletter / Magazine would be more than enough to be given to member schools.
- g) SS chit-chat group has been dissolved and for Sankalp Sahodaya official group, full decorum must be maintained. No sarcastic remarks / undermining comments to be shared. Avoid blowing your own trumpet. Personal comments may be shared on a personal window. Let us maintain the dignity of the official forum.
- h) The member schools can share their achievements along with the photographs to the Secretary and a page on the website is going to be created showcasing the achievements of all the member schools.
- i) GBM timings henceforth will be after the school hours, preferably 3:00 pm onwards.
- j) To celebrate the founder's day of Sankalp Sahodaya this year we will have a cultural program put up by our students and next year we will have the Annual Conference for the teachers.

13. The venue for next Sahodaya Meet (GBM) would be BGS International School. The meet will take place on Thursday, January 25, 2017 at 3:00pm. It was also decided that five meetings will be conducted in a year: January, April, July, October and December. Meeting will be held on 4<sup>th</sup> Friday of these months unless notified otherwise. The venue for future General Body Meetings will be as per the alphabetical order of the schools and that is why the forth coming meeting is at BGS.

14. The meeting concluded with a vote of thanks proposed by President, Ms. Sudha Acharya and with a promise that the every member will contribute and work together to take the Sankalp Sahodaya to the next level.