

MINUTES OF THE ANNUAL GENERAL MEETING 2026-27

Date: 21 September 2026

Time: 2:00 p.m.

The Meeting commenced after the required quorum was met.

1. Ms. Rinku welcomed all the parents and teachers present at the Annual General Body Meeting. She invited the Vice Chairperson, Mrs. Jharna, to present the accounts.

Mrs. Jharna shared the opening account balance of ₹ 3,45,179/-

Mrs. Jharna expressed her gratitude to Dr. Caroline Vaz, the teachers, and the parents for taking the time to attend the meeting and for their continued support and cooperation.

2. Ms. Rinku announced the ICSE Board Examination results for the academic year 2025-26. A total of 98 students appeared for the examination, out of whom 71 students secured above 90%.

Dr. Caroline Vaz congratulated the students on their excellent performance and acknowledged the dedicated efforts and guidance of the teachers. She also recognised the important role played by parents in supporting their children and encouraged them to continue motivating their children towards academic excellence and active participation in various school activities.

3. Ms. Rinku presented the various achievements of students in inter-school competitions held during the academic year. Students from both the Primary and Secondary sections participated enthusiastically and received recognition in various categories, including academics, dance, sports, debates and other co-curricular activities. These achievements reflected the dedication and efforts of the students, teachers and parents.

Dr. Caroline Vaz appreciated the students' efforts and participation in inter-school competitions. She also acknowledged the preparation and support provided by parents and encouraged them to give their children opportunities to participate in such competitions, as these experiences help students build confidence, develop skills and learn the spirit of healthy participation.

4. Dr. Caroline Vaz specifically mentioned the names of a few students who have consistently performed exceptionally well in inter-school events and have brought medals and recognition to the school. She appreciated their discipline, dedication and consistent participation, and acknowledged the important role played by their parents in supporting and encouraging their children.

Dr. Caroline congratulated and appreciated the parents of these students who were present at the meeting and thanked them for their continued support and encouragement towards their children's participation and achievements.

She further requested all parents to encourage their children to participate in various activities and competitions. She observed that restricting children from participating in competitions may prevent them from exploring their abilities and hinder their growth. Parents were therefore encouraged to support their children's interests and provide them with opportunities to learn, grow and gain valuable experiences beyond the classroom.

5. Dr. Caroline Vaz acknowledged the valuable contribution of former students, Khush Jhaveri and Mahika Mayekar, along with Ms. Vanessa, for their dedication towards training and mentoring the students. She appreciated their efforts and guidance in preparing students for various competitions, which contributed to their achievements, trophies and recognition at the inter-school level. She also appreciated the hardwork of all teachers.

6. Ms. Rinku shared details of the school's participation in the Terry Fox Run, an initiative supporting cancer patients and the meaningful cause associated with the event. Students associated with the Interact Club participated enthusiastically, helping to develop a sense of social responsibility and compassion among students.

7. Ms. Rinku shared details of the school's efforts towards social responsibility. Donations were made to an old-age home from funds generated through the class canteen and garage sale. She also informed the gathering that ₹2 lakh was donated to Tata Memorial from the class canteen funds. These initiatives provided students with opportunities to understand the importance of giving back to society and supporting meaningful causes.

8. Ms. Rinku shared details of the various safety and awareness programmes conducted by the school. A fire drill was conducted to familiarise students and staff with appropriate safety procedures and emergency preparedness. Various awareness workshops were also organised for students on important topics such as dental care, menstrual hygiene, and good touch and bad touch. These programmes aimed to promote awareness, personal safety and the overall well-being of students.

9. Ms. Rinku informed the gathering about the various workshops organised by the school. Dr. Kanan conducted a workshop for teachers on the concept of the Seven Habits. A storytelling workshop was also organised for students as part of the school's efforts to provide varied learning experiences and develop their communication, creativity and storytelling skills.

10. Ms. Ruzin shared details of the Panchgani trip and the various trips and excursions organised by the school during the academic year. She highlighted that these outings

provided students with enriching experiences beyond the classroom and mentioned that the children thoroughly enjoyed the trips.

11. Ms. Ruzin shared details of the various Inter-school events conducted during the academic year. She mentioned the SMASH Inter-School Tele Games and the successful hosting of the Megh Malhar Inter-School Singing Competition. These events provided students with opportunities to develop their skills, gain exposure and represent the school at different levels.

12. Ms. Ruzin announced that the Terminal Examinations will commence on 24th September ,2026 and conclude on 12th October 2026. Parents were requested to ensure that students are adequately prepared for their examinations.

13. Ms. Ruzin informed the parents that the Dandiya Raas has been finalised for 30th October, 2026. Mrs. Jharna explained the arrangements for the event, including the booking of sponsorship and stalls.

14. Ms. Ruzin announced the dates for the Annual Concert. The Primary Section will have its Annual Concert on 25th November 2026, while the Secondary Section will have its Annual Concert on 3rd December 2026.

Dr. Caroline Vaz mentioned that separate dates were scheduled for the two sections based on parents' requests, as they all would like to be present to see their child perform on stage

15. Ms. Ruzin spoke about the importance of career counselling and mentioned that the response received from parents and students was very limited. She requested parents to take an active interest in this initiative, as it provides students with suitable guidance to understand and explore future academic and career opportunities.

16. Ms. Ruzin shared details of the school's ongoing infrastructure development. She informed the parents that air-conditioning facilities would be provided in all classrooms by the next academic year. The entire terrace was renovated and painting work of the school building has also been completed, along with the renovation of the staircases. Right from the ground floor to the terrace the staircase, walls are tiled giving the school a beautiful look. These improvements are part of the school's continued efforts to provide students with a safe, comfortable and conducive learning environment.

Dr. Caroline Vaz expressed her appreciation to the trustees for their continued support towards the development and upgradation of school facilities. She particularly mentioned that sandpit and music room will be renovated for the children. She also mentioned that every classroom has digital boards and by next academic year all classrooms will be air-conditioned.

17. Ms. Ruzin shared details of the numerous awards and recognitions received by the school throughout the academic year 2025-26. Dr. Caroline Vaz acknowledged the

collective efforts of the students, teachers and parents behind these achievements and expressed her appreciation for their continued commitment and support.

18. Dr. Caroline Vaz briefed the members regarding the proposed fee revision for the academic years 2027–28 and 2028–29. She informed the members that the fee revision had been discussed and passed by the PTA Executive Committee during the meeting held on 7th September 2026.

She stated that the revised fee structure involved an overall increase of 14% in the existing fees. The revised annual fee structure was presented as follows:

- Primary Section (Standards 1–4): ₹ 1,45,540/-
- Secondary Section (Standards 5–10): ₹ 1,48,480/-

19. Dr. Caroline Vaz addressed the concern regarding excessive screen time and emphasised the importance of parents monitoring their children's use of mobile phones and other digital devices. Parents were encouraged to limit their own mobile phone usage at home and to give adequate time and attention to their children. They were also requested to ensure that children use mobile phones appropriately and responsibly. She further informed the parents that, at present, mobile phones will not be permitted on the school premises to avoid distraction from studies and to maintain a focused learning environment.

Dr. Caroline Vaz also reminded parents about the importance of submitting projects and other academic work within the stipulated time period. Student's were encouraged to complete their projects responsibly and submit them on time so that their academic work could be assessed and completed systematically but teachers are literary pleading of children to subject their project work.

20. Dr. Caroline Vaz informed the parents that the preliminary timetable would be shared after the Terminal Examinations. Parents were requested to take note of the timetable once circulated and ensure that students plan their academic preparation accordingly.

21. Dr. Caroline Vaz expressed her sincere appreciation to all the teachers for their dedication, hard work and commitment throughout the academic year. She acknowledged their contribution towards academic achievements, inter-school competitions, sports, cultural activities and the overall development of the students.

22. Dr. Caroline Vaz thanked all the parents for their valuable time, cooperation and continued support. She acknowledged that the school's achievements and recognition were the result of the combined efforts of students, teachers, parents and the management. She emphasised that continued cooperation between the school and parents is essential for the overall development and success of the students.

Dr. Caroline Vaz expressed her gratitude to the Trustees for their continued guidance, encouragement and support. She particularly acknowledged their valuable contribution towards improving the school's infrastructure and facilities and their commitment to providing holistic education to the students. She specially appreciated our trustee Mrs. Usha Gandhi for her support and motivation for ensuring that any requirements of the teachers or students are provided immediately for their betterment and overall development.

23. Finally, Mrs. Jharna thanked all the parents for their presence and support and requested them to enjoy the refreshments arranged before leaving the premises. Good snacks and cup cakes were provided by the PTA.

Mrs. Rinku Rajpurohit

Secretary

Executive Committee

School Name: Greenlawns High School, Warden Road, Mumbai