



Navodaya Education Trust®  
**Navodaya Dental College**  
Raichur



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## **PARENT TEACHERS MEETING REPORT**

**2023-24**



Date: 22/03/2024

## PARENT TEACHING ASSOCIATION

### Overview

Parent Teacher Association Committee has been constituted to maintain the communication between parents, teachers and the students. This committee coordinates between students, academic committee and mentorship committee to keep a track of the students' performance and convey/communicate to their parents.

The members of the Parent Teacher Association constituted for the academic year 2023-24 are as follows:

CHAIRPERSON: DR. GIRISH KATTI

SECRETARY: DR RAKESH KUMAR

MEMBER: DR CHANDRIKA G KATTI

MENTOR INCHARGE: DR BASAVANGOUDA

DR VARDENDRA MANVIKAR

PARENTS' MEMBERS:

1) MR. M RAVIKUMAR

2) MR. ABDUL JABBAR

3) MR. B PAMPAPATHI

**Objectives of the committee:**

1. The committee shall be responsible to inform about the students' performance to their parents
2. The committee shall be responsible to collect the data regarding internal assessment marks and attendance.
3. The committee authorizes to decide the date of the parent teacher meeting to be held.
4. In case of any issues the committee guides the parent and the student to their respective subject teacher/the mentor for their better performance.
5. In case of any suggestions given by the parents the committee shall discuss with the higher authorities and necessary changes implemented.
6. New members will be appointed every academic year

  
**PRINCIPAL**

**Dr. GIRISH KATTI** M.D.S.  
PRINCIPAL  
NAVODAYA DENTAL COLLEGE  
RAICHUR-584 103.

**Copy to:**

**Principal office**

**Secretary, Parent-Teacher's association**

**All Members of PTA**

**Notice board**

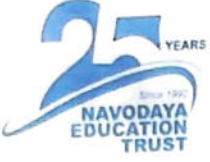


**PARENT TEACHERS MEETING REPORT- 2023-24**

**CHAIRPERSON: DR.GIRISH KATTI**

**SECRETARY: DR RAKESH KUMAR**

	<b>FIRST PTM</b>	<b>SECOND PTM</b>
<b>VENUE</b>	<b>CLASSROOM</b>	<b>CLASSROOM</b>
<b>DATES</b>	25 <sup>th</sup> Mar 2024	8 <sup>th</sup> Aug 2024
<b>Faculty Co-ordinators</b>	<b>07</b>	<b>07</b>
<b>Total number of Student- Parents participated</b>	<b>1<sup>st</sup> BDS- 25</b>	<b>1<sup>st</sup> BDS- 48</b>
	<b>2<sup>nd</sup> BDS- 25</b>	<b>2<sup>nd</sup> BDS- 35</b>
	<b>3<sup>rd</sup> BDS- 32</b>	<b>3<sup>rd</sup> BDS- 48</b>
	<b>4<sup>th</sup> BDS- 30</b>	<b>4<sup>th</sup> BDS- 58</b>



Navodaya Education Trust ®  
**Navodaya Dental College**  
Raichur



Date: 23/03/2024

To,

The Principal

Navodaya Dental College

Raichur

Subject: Request for permission for conduction of Parent Teacher Meeting (PTM)

Respected sir,

I request you to grant permission for conducting PTM for the students for the academic year 2023-2024 on 25/03/2024 at 12 noon in Classroom.

Kindly request you to accord permission.

Thanking you

Yours faithfully

A handwritten signature in black ink, appearing to be 'Dr Rakesh Kumar', with the date '23/03/2024' written below it.

**Dr Rakesh Kumar**

**Secretary**

**Parent Teacher Association**



**NDC/RCR/CIR/2023-24/**

**Date: 24/03/2024**

**CIRCULAR**

This is to inform that Parent Teacher Meeting will be held on 25<sup>th</sup> Mar 2024 at 12 noon in Classroom. Members of Parent Teacher Association are informed to be present for the meeting. All the students along with their parents are invited to attend the meeting. HODs and staff members of all the departments are informed to attend the same.

Agenda 1: Methodologies for teaching and learning for the overall development of the students.

Agenda 2: Queries concerning hostel and food in the campus.

Agenda 3: Co-curricular and extracurricular activities for the students.

Agenda 4: Introduction to various other committees like Anti ragging committee, Womens' cell, I cash and Grievance cell.

Agenda 5: Any other matter with permission from chairperson.

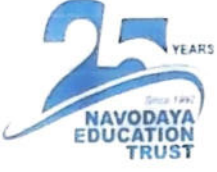
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**Principal office**

**Secretary, Parent-Teacher's association**

**Notice board**

  
**PRINCIPAL**  
**Navodaya Dental College,**  
**RAICHUR**



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**Navodaya Dental College**  
Raichur



Date: 24/03/2024

To,  
PARENTS/GUARDIAN,

We cordially invite you to attend the parent teacher meeting (PTM) of the academic year 2023-24 conducted by the parent teacher association to be held on 25<sup>th</sup> March 2024 at 12 noon in Classroom, Navodaya Dental College to discuss the academic activity of your ward. Please consider this as a formal invitation and attend the meeting.

  
Dr Rakesh Kumar

Secretary

Parent Teacher Association

Navodaya Dental College,

Raichur



Date: 28/03/2024

## **MINUTES OF MEETING**

### **Minutes of the meeting of the Parent Teachers' Association for the Academic Year – 2023-24**

Parent teacher meeting was held on 25<sup>th</sup> Mar 2024 at Navodaya Dental College. All the members, parents and students were present for the meeting.

The parent teacher meeting was conducted with the following agendas:

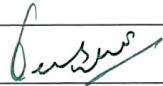



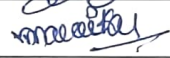
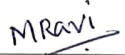

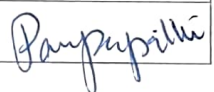
Secretary of PTA Dr Rakesh Kumar welcomed the gathering and Parents were briefed about the institution's rules and regulations.

- 1. Methodologies for teaching and learning for the overall development of the students were explained to the parents.**
- 2. Introduction to various other committees were made like Anti ragging committee, lease and Grievance cell.**
- 3. Parents were informed about the 3 Internal Assessment exams which will be conducted in every subject to assess the students which helps the student improve in the subject. They were also informed about the categorization of students into Slow performers and Advanced learners.**
- 4. Parents were assured that remedial classes for slow performers would be conducted for their improvement and informed to instruct their ward to attend the same without fail. Parents were informed to encourage student's participation in all academic activities. Co-curricular and extracurricular activities for the students were discussed.**



5. Queries concerned to hostel facilities and food in the campus were discussed.
6. Other suggestions or opinions from the parents were also recorded and taken into consideration in the mean time.
7. PTM ended with a note that progress of the students depends on joint effort of parents and faculty members along with hard work and dedication of students.
8. Meeting concluded with Vote of thanks by Dr Chandrika G Katti, Member of PTA.

Following members were present for the meeting:

Name	Department	Designation	Signature
Dr. Girish Katti	Principal, NDC	Chairperson	
Dr. Rakesh Kumar	Professor, Orthodontics	Secretary	
Dr. Chandrika G Katti	Reader, Orthodontics	Member	
Dr Basavangowda	Reader, Conservative Dentistry	Member	
Dr.Varadendra Manvikar	Reader, Oral Pathology	Member	
Parent Members			
MR. M RAVIKUMAR	Parent	Member	
MR. ABDUL JABBAR	Parent	Member	
MR. B PAMPAPATHI	Parent	Member	

Copy to,

The Principal office

Secretary, Parent-teachers' association

Notice board

Principal



Dr. GIRISH KATTI M.D.S.  
PRINCIPAL  
NAVODAYA DENTAL COLLEGE  
RAICHUR-584 103.



Navodaya Education Trust ®  
**Navodaya Dental College**  
Raichur



Date: 1/08/2024

To,

The Principal

Navodaya Dental College

Raichur

Subject: Request for permission for conduction of Parent Teacher Meeting (PTM)

Respected Sir,

I request you to grant permission for conducting 2<sup>nd</sup> PTM for the academic year 2023-2024 on 08/08/2024 at 10 am in Lecture Hall of our Institution.

Kindly grant us permission.

Thanking you

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Dr Rakesh Kumar', with the date '01/08/2024' written below it.

Dr Rakesh Kumar

Secretary

Parents teachers  
association



**NDC/RCR/CIR/2023-24**

**Date: 02/08/2024**

**CIRCULAR**

This is to notify that 2<sup>nd</sup> Parent Teacher Meeting will be held on 8<sup>TH</sup> August 2024 at 10 am in Lecture Hall of our Institution. Members of Parent Teacher Association are informed to be present for the meeting. All the students along with their parents are invited to attend the meeting. HODs of all the departments are informed to attend the same.

Agenda 1: To discuss final examination related concerns of student and parents.

Agenda 2: Topics related to the academic activities, Internal assessment marks and tentative final examination dates.

Agenda 3: Any other matter with the permission of chairperson

  
PRINCIPAL

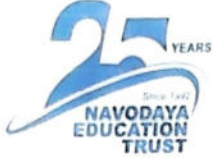
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**Notice board**

**Dr. GIRISH KATTI**  
**PRINCIPAL**  
NAVODAYA DENTAL COLLEGE  
RAICHUR-534 103.



Navodaya Education Trust ®  
**Navodaya Dental College**  
Raichur



Date: 02/08/2024

To,  
PARENTS/GUARDIAN,

We cordially invite you to attend the 2<sup>nd</sup> parent teacher meeting (PTM) of the academic year 2023-24 conducted by the parent teacher association to be held on 8<sup>th</sup> Aug 2024 at 10 am at Lecture Hall of Navodaya dental college to discuss the academic activity and examination related issues of your ward. Please consider this as a formal invitation and attend the meeting.

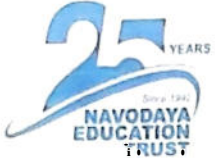
  
Dr Rakesh Kumar

Secretary

Parent Teacher Association

Navodaya Dental College,

Raichur



Date: 08/08/2023

### MINUTES OF MEETING

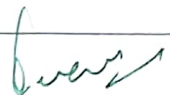
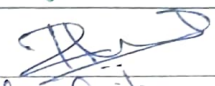
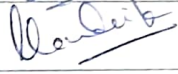
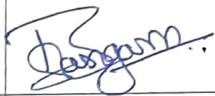




#### **Minutes of the 2<sup>nd</sup> meeting of Parent Teachers' Association for the Academic Year 2023-24**

Parent teacher meeting was held on 8<sup>th</sup> Aug 2024 In Lecture Hall at Navodaya Dental College. All the members, parents and students were present for the meeting.

The parent teacher meeting was conducted with the following agendas:

1. The gathering was welcomed by Dr Chandrika G Katti, member of PTA.
2. Topics related to the academic activities were discussed and the tentative final examination dates were informed to the students and the parents.
3. Concerns regarding missed practical sessions and theory class related queries were discussed.
4. Parents were informed about the slow learners and the various actions taken to improve their academic performance. Parents were assured that students would be motivated for studies.
5. Vote of thanks was presented by the secretary of PTA Dr Rakesh Kumar

Following members were present for the meeting:

Name	Department	Designation	Signature
Dr. Girish Katti	Principal, NDC	Chairperson	
Dr. Rakesh Kumar	Professor, Orthodontics	Secretary	
Dr Chandrika G Katti	Professor, Orthodontics	Member	
Dr Basavangowda	Reader, Conservative Dentistry	Member	
Dr. Vardendra Manvikar	Reader, Oral Pathology	Member	
Parent Members			
MR. M RAVIKUMAR	Parent	Member	
MR. ABDUL JABBAR	Parent	Member	
MR. B PAMPAPATHI	Parent	Member	

  
Secretary

  
Principal

Dr. GIRISH KATTI M.D.S.  
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NAVODAYA DENTAL COLLEGE  
RAICHUR-584 103.

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