



OXFORD PUBLIC SCHOOL

AFFILIATED TO C.B.S.E. DELHI, SCHOOL CODE No: 8268

Pragati Path, Ranchi 834 001, Jharkhand

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Ref. No. : OPS/5128/26-27

Date : 15.04.2026

To,
The District Superintendent of Education
Ranchi

Respected Sir,

Please find enclosed the composition of Parent Teacher Association (PTA) and Fees Regulation Committee of Oxford Public School, Ranchi for the session 2026-27.

This is for your kind information.

Please note : The above composition for the session 2025-26 was also submitted to your good office on 09.04.2025 vide ref. no. OPS/4674/2025-26.

Thanking you

Ravinder
Principal 15/04/26

Principal
Oxford Public School
Pragati Path, Old H.B. Road, Ranchi-II





Parent Teacher Association (PTA) and Fees Regulation Committee

Constitution and Composition

In accordance with the guidelines for the formation of Parent Teacher Associations and as per the applicable regulatory norms, the following **Parent Teacher Association and Fees Regulation Committee** is hereby constituted at **Oxford Public School, Ranchi** for the academic session [2026-27].

1. Objectives

- To foster a closer relationship between parents and teachers for the holistic development of students.
- To provide a platform for parents and teachers to discuss and suggest measures for academic improvement and overall welfare of students.
- To ensure transparency in fee structures and promote mutual understanding in matters related to school finances.
- To discuss and recommend any fee-related changes in accordance with government regulations.

2. Composition of the Committee

S. No.	Name	Designation in Committee	Position
1	SHRI RAVI SHEKHAR	Chairman	Senior Educationist
2	SHRI RANJEET KUMAR THAKUR	Secretary	Principal
3	SHRIMATI BIKI GANDHI	Member	Teacher
4	SHRIMATI KHUSHBOO	Member	Teacher
5	SHRIMATI JUHI KOMAL	Member	Teacher
6	SHRI RAJAT SUBHRA GHOSH	Member	Parent
7	SHRIMATI SUPRIYA RANI MAHTO	Member	Parent
8	SHRIMATI ASHA DEVI	Member	Parent
9	SHRIMATI N. SRIDEVI	Member	Parent

3. Tenure of the Committee

The tenure of the committee shall be for a period of **one academic year**, subject to renewal or reconstitution as per the requirement of the school management and governing norms.

4. Meeting Protocol

- The committee shall meet **at least twice a year**, or more frequently as deemed necessary.
- All minutes of the meeting shall be recorded and signed by the Chairman and the Secretary.
- Quorum for the meeting shall be at least **two-thirds of the total members**.



5. Roles and Responsibilities

Chairman:

To preside over meetings, provide independent guidance, and ensure impartial decision-making in all fee-related and academic matters discussed.

Secretary (Principal):

To convene meetings, maintain records, implement decisions of the committee, and coordinate between parents and teachers.

Teacher Members:

To represent the teaching staff, provide academic insights, and contribute to student-centric discussions.

Parent Members:

To represent the parental community, voice concerns, and collaborate in decision-making for the betterment of students.

6. Approval and Communication

This committee formation is approved by the school management and will be duly communicated to all stakeholders, including staff, students, and parents through the school noticeboard and official school channels.

Issued on:

By Order of the Principal

Oxford Public School, Ranchi