

## MINUTES OF MEETING

A meeting of school council was held on Saturday 21<sup>st</sup> January 2023 in the office of the Principal, chaired by Mrs Shazia Khurram Director of the school and Chairperson of school council.

### **Following members of the school council attended the meeting:-**

- |                          |                           |
|--------------------------|---------------------------|
| 1. Mrs Shazia Khurram    | Chairperson               |
| 2. Mrs Fatima Tanvir     | Secretary / Parent Member |
| 3. Ms Bismah Khursheed   | General Member            |
| 4. Ms Samina Afzal       | Teacher Member            |
| 5. Ms Zehra Hasan        | Teacher Member            |
| 6. Mr Nouman Aziz        | Parent Member             |
| 7. Mr Syed Imran Maqbool | Parent Member             |

### **Following were the agenda items of the meeting:-**

1. Holding of Funfair in February 2023
2. Compliance to British Council's re-inspection visit report
3. Analysis of O level result of Oct/Nov 2022 exam series
4. Revision test session for the preparation of Annual Board Exam 2023

### **Proceedings and Decisions:-**

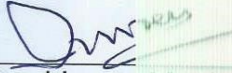
The meeting was started with the recitation of some verses from the Holy Qur'an by Ms Samina Afzal. After that Mrs Shazia Khurram greeted all the members with her welcoming words and asked to start the proceedings on the above mentioned agenda items.

1. It was discussed that holding of funfair on 29<sup>th</sup> Jan 2023 would not be successful due to unavailability / shutdown of electric power on Sunday, that's why school management have decided to arrangement the festival on Saturday 4<sup>th</sup> Feb 2023 for which approval request has been submitted to District Education Authority.
2. In the last meeting it was informed that British Council has paid a visit for the renewal of centre approval. In this visit, some areas of improvement were highlighted by them so that we could obtain approval certificate after compliance. Therefore, as required by British Council, school management placed three Suggestion/Complaint Boxes on main gate, ground floor and first floor, installed eyewash system for Science Lab and submitted the pictorial proofs via e-mail but certificate is still awaited.

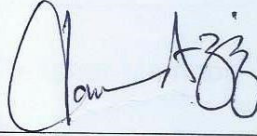


3. Result of O level Oct/Nov Exam 2022 was shared and analysed with the internal assessments which was found satisfactory but it was also conveyed that a candidate is not happy and confident about better grades. Therefore, we are going to apply for 'Enquiry About Result' soon for which candidate has to bear charges by himself.
4. It was informed that revision test session of Grade IX & X will be started for the preparation of Annual Board Exam 2023. As Part-II exam was notified to be commenced from 1<sup>st</sup> April 2023, so tests will be conducted on daily basis from 24<sup>th</sup> Jan till 17<sup>th</sup> Mar 2023. Teachers have been instructed for the fast checking of tests so that parents would be informed by sending test marks on every alternate day.

In the end of the meeting, tea was served and the meeting adjourned with the vote of thanks to each other.




Mr Syed Imran Maqbool  
Parent Member



Mr Nouman Aziz  
Parent Member



Mrs Fatima Tanvir  
Secretary/Parent Member



Ms Samina Afzal  
Teacher Member



Ms Zehra Hassan  
Teacher Member



Ms Bismah Khursheed  
General Member



Mrs Shazia Khurram  
Chairperson

C.C.to:

- i. The Principal
- ii. The Administrator
- iii. All School Council Members