CASE HISTORY SCHEDULE ON THE WORKING OF PARENT-TEACHER ASSOCIATIONS IN SCHOOLS.

1) Name of the school:

2) Type of School:
   a) Boys.
   b) Girls.
   c) Co-educational.

3) Management of the School:
   a) Government.
   b) Private.
   c) Local Body.

4) Whether Rural or Urban?
   a) Rural.
   b) Urban.

5) i) Year when the Parent-Teacher Association (PTA) was established in your school.
   ii) Break/s, if any.
       From _____________ to ____________.
       From _____________ to ____________.

6) Total number of members of the Parent-Teacher Association:
7) It is obligatory for every parent to be a member of the Parent-Teacher Association?
   a) Yes. ( )
   b) No. ( )

8) Is it obligatory for every teacher to become a member of the Parent-Teacher Association?
   a) Yes. ( )
   b) No. ( )

9) Has the Association a Written Constitution?
   a) Yes. ( )
   b) No. ( )

10) Membership fee, if any.
    Rs. ______ per year.

11) Monthly subscription for a member, if any.
    Rs. ______ per year.

12) Do the teachers also pay:
    i) Membership fee?
       a) Yes. ( )
       b) No. ( )
    ii) Monthly subscription.
       a) Yes. ( )
       b) No. ( )

13) How do you collect membership fee/subscription money?
14) Other sources of income, if any.

15) Do you issue any receipt for the money received?
   a) Yes. ( )
   b) No. ( )

16) Do you maintain accounts of the money received and spent?
   a) Yes. ( )
   b) No. ( )

17) Who maintains the Accounts?

18) Does the Parent Teacher Association have any Executive?
   a) Yes. ( )
   b) No. ( )

19) How many members form the Executive Committee?

20) Which of the following offices does your Parent Teacher Association have?
   a) Patron/President/Chairman ( )
   b) Vice-President/Vice-Chairman ( )
   c) Secretary. ( )
   d) Joint Secretary. ( )
   e) Treasurer/Cashier. ( )
   f) Auditor. ( )
   g) ( )
   h) ( )
   i) ( )

Please add, if any. ( )
21) Are there any ex-officio members or office bearers of the Executive Committee?
   a) Yes. ( )
   b) No. ( )

22) If answer to Q.21 is 'Yes' please write the names of the office/offices.

23) Which members of the Executive Committee are elected and which nominated?
   a) Elected:
      1. ___________________ 2. ___________________
      3. ___________________ 4. ___________________
      5. ___________________ 6. ___________________
   b) Nominated:
      1. ___________________ 2. ___________________
      3. ___________________ 4. ___________________
      5. ___________________ 6. ___________________

24) If some members or office bearers are nominated who nominates them?

25) Who is the Chairman/President of the Association.
   a) A Parent. ( )
   b) Headmaster/Headmistress/Principal. ( )
   c) Second Master/Second Mistress/Vice-Principal. ( )
   d) Any other School Teacher. ( )
e) Any other, members of the community, not necessarily a parent.

26) Who is the Secretary of the Association?

a) A Parent.

b) Headmaster/Headmistress/Principal.

c) Second Master/Second Mistress/Vice-Principal.

d) Any other School Teacher.

e) Any other member of the community, not necessarily a parent.

27) How often does the General Body of the Parent Teacher Association meet in a year?

28) How many times a year does the Executive Committee meet?

29) What is your assessment is the extent of parents' participation?

   a) Very active.

   b) Active.

   c) Normal.

   d) Poor.

   e) Very poor.

30) Please state the approximate percentage of parents who attend the Parent Teacher Association meetings.
31) What in your assessment is the extent of participation by teachers?
   a) Very active. ( )
   b) Active. ( )
   c) Normal. ( )
   d) Poor. ( )
   e) Very poor. ( )

32) Please state the approximate percentage of teachers who attend the Parent Teacher Association meetings.

33) What in your judgement is the extent of cooperation between parents and teachers?
   a) Very good. ( )
   b) Good. ( )
   c) Average. ( )
   d) Poor. ( )
   e) Very poor. ( )

34) Which method(s) do you adopt to invite teachers?
   a) Through letters. ( )
   b) Through children. ( )
   c) Through School peon. ( )
   d) Other. ( )

35) Who on the whole are punctual at the Parent Teacher Associations General meetings?
   a) Parents. ( )
   b) Teachers. ( )
   c) Both. ( )
   d) None. ( )
36) Who on the whole are punctual at the meetings of the Executive Committees of the Parent Teacher Associations?

a) Parents.

b) Teachers.

c) Both.

(d) None.

39) What number of parents attend the Parent Teacher Association meetings willingly?

a) Almost all attend them willingly.

b) Majority of parents attend them willingly.

c) Only some attend them willingly.

d) None attend them willingly.

38) What is the general atmosphere at the Parent Teacher Association meetings?

a) Cordial and Understanding.

b) Fault finding.

c) Tolerable.

39) What member of teachers attend the Parent Teacher Association meetings willingly?

a) Almost all attend them willingly.

b) Majority of teachers attend them willingly.

c) Only some attend them willingly.

d) None attend them willingly.
40) What is the tenure of members of the Parent Teacher Association?

41) What is the tenure of the members or office bearers of the Executive Committee of the Parent-Teacher Association?

42) Can a person be re-elected or re-nominated for the same post?

   a) Yes. ( )
   b) No. ( )

43) On which item/items out of the following are Parent-Teacher Association funds utilized in your school?

   a) Construction of School building. ( )
   b) Repair of School building. ( )
   c) Giving stipends to brilliant students. ( )
   d) Helping the poor students. ( )
   e) Buying furniture for the school. ( )
   f) Repair of school furniture. ( )
   g) Purchasing library books. ( )
   h) Binding of Library books. ( )
   i) Purchasing some other material for library improvement. ( )
   j) Purchasing Audio-Visual material. ( )
   k) Equipping the Science Laboratory. ( )
   l) Beautification of the Campus. ( )
   m) Buying land for the school. ( )
   n) Installing a Water pump. ( )
   o) Installing a telephone for the school. ( )
   p) Giving refreshments to children. ( )
   q) Arranging picnics and educational trips. ( )
   r) Giving prizes to school children. ( )
44) Kindly mention any other way/ways in which Parent Teacher Association does (collectively or through individual members) help or serve the institution.

45) Kindly indicate the measures the school adopts to actively associate parents in running the school programme.

46) On which of the following school committees are parents represented?

a) Cleanliness Committee. ( )
b) Library Committee. ( )
c) Discipline Committee. ( )
d) Examination Committee. ( )
e) Co-curricular activities committee. ( )
f) ( )
g) ( )
h) ( )

47) Are the parents invited to the functions of the School?

a) Yes. ( )
b) No. ( )

48) Do you ever arrange special functions for parents?

a) Yes. ( )
b) No. ( )
49) Does your parent-teacher association invite dignitaries, educationists, social reformers etc., to the school?

   a) Yes. ( )
   b) No. ( )

50) Are parents invited to talks to students or teachers or both on a topic /field of their interest/ specialization?

   a) Yes. ( )
   b) No. ( )

51) If 'Yes' list the titles of such talks given during the current calendar year.

52) Are parents involved in classroom teaching?

   a) Yes. ( )
   b) No. ( )

53) If 'Yes' list the lessons/topics taught by parents during the current calendar year.

54) Does the Parent-Teacher Association, special talks, seminars, discussions etc., for educating parents and teachers?

   a) Yes. ( )
   b) No. ( )

55) If 'Yes' list the talk/s, seminars, etc., arranged during the current calendar year.
56) Kindly mention suggestions that the Parent-Teacher Association ever gave to the school or to the Department for improving any aspects of school programme - curriculum, examinations, time table, schedule of vacations, discipline, school building, reporting, admissions, school uniform, guidance, programme of physical education etc.

57) What has been the reactions of the activities towards the suggestions given by Parent-Teacher Association?

a) Favourable. ( )
b) Unfavourable. ( )
c) Some times favourable and some time unfavourable. ( )
d) Indifferent. ( )
e) Hostile. ( )

58) Do the parents invite teachers to their homes?

a) Yes. ( )
b) No. ( )

59) Do the teachers invite parents to their homes?

a) Yes. ( )
b) No. ( )

60) Has your Parent-Teacher Association any publication to its credit?

a) Yes. ( )
b) No. ( )

61) If 'Yes' name the publications.
62) Is your Parent-Teacher Association affiliated to the All India Parent Teacher Association?
   a) Yes. ( )
   b) No. ( )

63) Has this affiliation with the All India body been of any help to your institution?
   a) Yes. ( )
   b) No. ( )

64) If 'Yes' at what way?

65) Kindly mention some special achievements of your Parent-Teacher Association.

66) Kindly list the problems that your Parent Teacher Association is facing.

67) Kindly give some suggestions for improving the working of Parent-Teacher Associations in our State in general and that of your own Parent-Teacher Association in particular.

   In General.

   In Particular.