To All the Circle Education Officers in the State,
All the District Education Officers in the State.

Memo No. 15/1-65-Pr(GII)
Dated Chandigarh, the 4th June, 1965.

Subject: Formation of Parent Teacher Association in Schools.

This is to inform you that an organisation called The Parent Teacher Association of India, 2 Doctors Lane, New Delhi having its head-quarters at New Delhi has offered to assist and guide the schools throughout the State in the formation and smooth working of Parent Teacher Associations and on the working of many school projects. As the formation and smooth functioning of Parent Teacher Associations in schools is essential for creating a congenial atmosphere so that the children can grow and develop physically, intellectually and morally to the maximum capacity, it is desired that heads of educational institutions may be asked to make use of the services being offered by the "Parent Teacher Association of India."

The Association has published so far the following literature.

1. A Handbook of Parent Teacher Association. 1.50
2. A Handbook of School Projects. 3.50
3. One Thousand Professions and One Million Jobs. 5.00
4. Parents and Children (Quarterly magazine) Annual subscription. 4.00
5. "Parent Teacher Association of India Newsletter" (monthly)

Annual subscription. 1.50

Each PTA is authorised to purchase/subscribe to the publications brought out or to be brought out by the Central Body in the near future. The charge on this account can be debited to the amalgamated fund of their schools.

The Heads of educational institutions may also be authorized to incur expenditure out of boys funds of their schools for calling the meetings of the Parents i.e. seating arrangements, refreshments etc. etc.

In order to co-ordinate activities of the school PTA's, it is desired that a Central organisation in each District may be formed in collaboration with Central Body at New Delhi.

You are, therefore, requested to issue immediate instructions to all the heads of institutions under your control for the formation of P.T.A. in each school and make full use of the services being offered by Parent Teacher Association of India. Full co-operation may please be extended to the organisation, as and when any representative of the Central Body call at your office for the purpose.

The receipt of this communication may please be acknowledged.

Jagdish Raj,
Deputy Director (Pry. Edu)
for Director of Public Instruction, Pb.