

# MINUTES OF THE DRAW OF LOTS

## FOR SELECTION OF PARENT AND TEACHER REPRESENTATIVES TO THE SCHOOL LEVEL FEE REGULATION COMMITTEE (SLFRC)

### 1. Particulars of the School

- **Name of the School** : ITL PUBLIC SCHOOL
- **School ID** : 1821202
- **Address** : SECTOR-9, DWARKA NEW DELHI-110077

### 2. Reference

These minutes are recorded in compliance with the directions issued by the Directorate of Education, GNCT of Delhi, vide Order No. **DE.15(431)/PSB/2025/9744-9752** dated **24.12.2025**, regarding the constitution and functioning of the School Level Fee Regulation Committee (SLFRC) for Academic Session 2025-26.

### 3. Details of the Draw of Lots

- **Date of Draw** : 09.01.2026
- **Time** : 03.00 P.M.
- **Venue** : ITL PUBLIC SCHOOL

### 4. Compliance with Timelines

It is certified that the school has adhered to the **prescribed timelines**, as under:

- The **public notice** regarding the date, time, and venue of the draw was displayed on the school notice board and uploaded on the school website **at least seven (7) calendar days in advance**, in accordance with the directions contained in the Order dated 24.12.2025.
- The draw of lots has been conducted **within the stipulated timeline** for constitution of the SLFRC, i.e., on or before **10.01.2026**, as mandated for Academic Session 2025-26.

### 5. Presence

The draw of lots was conducted in the presence of the undersigned **Department of Education Nominee / Observer**, along with members of the school management, parents, and teachers who attended the proceedings.

Name of members of the school management, parents, and teachers who attended the proceedings

1. Dr Sudha Acharya – Principal of School
2. Dr Supriya – DE Nominee
3. Ms. Tabitha Hamilton – HM
4. Mr. M L Meena
5. Ms. Shweta Yadav
6. Ms. Sonia Vashist
7. Ravi Malik
8. Ms. Ritu Sharma
9. Ms. Sumana Goswami

## 6. Process Followed for the Draw

- The draw of lots was conducted in a **transparent, fair, and unbiased manner**, strictly in accordance with Rule 4(i) to 4(ix) of the Delhi School Education (Transparency in Fixation and Regulation of Fees) Rules, 2025.
- The eligible members of the **Parent-Teacher General Body**, as defined under the Delhi School Education Act and Rules, 1973, were included.
- Both the Parents ( Mother and Father ) are included in the draw- restricting one representation per family.
- Parents/guardians of students admitted under **EWS/DG/CWSN categories** were excluded from the parent draw.
- In cases where more than one parent/guardian from the same family appeared in the draw, only one was considered, in accordance with the Order.
- The school management did not interfere or influence the conduct of the draw at any stage.
- Manner of Draw : Manual Draw .....
- How many slips ( indicating the name of parents , including student name and ID) were included in the Draw.

## 7. Videography of Proceedings

It is further certified that:

- The entire draw of lots proceedings were videographed from start to completion.
- The videography clearly captures the presence of participants, the process adopted, and the declaration of selected and waitlisted members.
- The video record has been preserved by the school and shall be produced before the Directorate of Education / inspecting authorities as and when required.

## 8. Outcome of the Draw

### A. Selected Parent Representatives (5)

Sr No	Name of <b>Selected Parent Representatives</b>	Students Details / Name / class and Adm. Number
1	MR ALOK NATH GOSWAMI	PRADYUTA GOSWAMI VII-A
2	MR VIPIN ZUTSHI/ MS KANCHAN	AARNA ZUTSHI- VIII-C
3	MS. ISHITA GANDHI / MR VIVEK	VEDANT BEHL XI-B
4	MS. NEHA YADAV/ PANKAJ YADAV	YUVAANSH YADAV – NUR-D
5	DR SUCHI TYAGI / VIKAS TYAGI	VIAANSH TYAGI – II-A

**B. Selected Teacher Representatives (3)**

Sr No	Name of <b>Selected Teacher Representatives</b>	ID and other details Sub/ ID
1	Ms. RITU SHARMA	<i>Ritu</i>
2	MS SHIKHA GAUTAM	<i>Shikha</i>
3	MS. SUMANA GOSWAMI	<i>Sumana</i>

**Waiting List (Reserve Panel)****A. Parent Representatives – Waiting List (10)**

Sr No	Name of <b>Selected Parent Representatives</b>	Students Details / Name / class and Adm. Number
1	MR MUKESH /MS MONIKA	VAANI SINGH – III-E
2	MS ASHU BHIRGU	AARNIE SEHRAWAT – V-C
3	MR NARESH KUMAR	PAKHI – VI-B
4	MR PRAVEEN SHARMA	REYAANSH MUDGAL V-A
5	MR HIMANSHU BHARDWAJ	VIDIT BHARDWAJ NUR-D
6	MR JATIN AHUJA	PRIYANSH AHUJA – X-E
7	MR SAURABH SHARMA	AVANI SHARMA IV-C
8	MS. SHWETA YADAV	AKASHAJ YADAV VIII-B
9	MR HARISH TRIPATHI	ADITYA TRIPATHI IX-D
10	MS. SONIA VASHIST	RIHANSHI VASHIST V-C

**10. Certification by DE Nominee / Observer**

I hereby certify that the draw of lots for selection of Parent and Teacher Representatives to the SLFRC of the above-mentioned school has been conducted **strictly in accordance with the Act, Rules, and the Order dated 24.12.2025**, that **mandatory timelines were followed**, and that the proceedings were **videographed and conducted transparently without any undue influence**.



Signature of DE Nominee / Observer:

Name: \_\_\_\_\_

Dr. SUPRIYA  
Principal

Date: SKV, Chhawla (1821026)  
New Delhi- 110071



Signature of Head of School / Manager:

Name: Dr. Suelha Acharya

Principal  
ITL PUBLIC SCHOOL  
SECTOR-9, DWARKA  
NEW DELHI-110077

Date: \_\_\_\_\_

**COMPLIANCE CERTIFICATE By HOS (Private School)**

*(To be annexed with Inspection check list and minutes )*

This is to certify that the draw of lots for selection of **Parent and Teacher Representatives** to the **School Level Fee Regulation Committee (SLFRC)** for **Academic Session 2025–26** in respect of the school mentioned below has been conducted in compliance with the directions issued by the Directorate of Education, GNCT of Delhi, vide Order No. DE.15(431)/PSB/2025/9744–9752 dated 24.12.2025 .

Name of School : ITL PUBLIC SCHOOL

School ID : 1821202

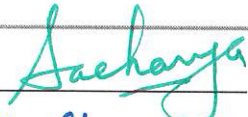
District : SOUTH WEST B1

It is further certified that:

1. The **public notice** for the draw (date, time, and venue) was issued and displayed on the school notice board and website **at least seven (7) days in advance**.
2. The draw of lots was conducted **within the prescribed timeline** for constitution of the SLFRC.
3. The draw was conducted in a **transparent and fair manner** in accordance with the provisions of the Act and Rules, without any interference by the school management.
4. **Eligibility conditions** for parent and teacher representatives were duly followed.
5. The **entire proceedings were videographed**, and the recording has been preserved by the school for verification, if required.

Accordingly, the draw of lots is found to be **in compliance** with the applicable provisions and directions of the Directorate of Education.

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Signature of HOS :   
Name : Dr Suelha Acharya  
Date : 09.01.2026

Principal  
ITL PUBLIC SCHOOL  
SECTOR-9, DWARKA  
NEW DELHI-110077



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Signature of DE Nominee / Observer : 

Name : Dr. SUPRIYA

Designation : Principal

District/Office : SKV, Chhawla (1821026)  
New Delhi- 110071

Date : \_\_\_\_\_