

Minutes for Asha Chennai on 3rd May 2026

Asha Chennai: Minutes of the Meeting held at 9:30 AM on Sunday, 3rd May 2026

Following were present:

Bhaskar, Kalyan, Kasturi, Komalavalli, Madhavan, Paripoornam, Rajaraman, Shiva, Sundaram, Venkat.

1 Ratification of minutes of the meeting held on 29 March 2026
Minutes of the meeting on 29 March 2026 were unanimously ratified.

2 Staff loans and changes

Loan proposals for one teacher in Cauvery project, two teachers in Sangamam project and 7 teachers in Pearl project were approved unanimously. The sum of money to be advanced would be Rs 60,000 in all cases except in one case proposed by Pearl Project and that would be for Rs 50,000 only. Conditions apply.

3 Fundraising Updates

Referring to the discussions held during the previous meeting Rajaraman stated that prospects of donation from Baettr, the Danish company in Thervoy Kandigai, Thiruvallur were not exactly bright although a detailed proposal was submitted.

4 Asha Financials

Rajaram made a presentation on the Capital Adequacy at the start of the FY 2026-27 and it was noted with a fund balance of Rs 122,464,599 and a budget expenditure at Rs 99,611,204 during 26-27 the WCR would be 1.384 and with restriction of 80% applied on budget as a matter of abundant caution WCR would work out to 1.685. Evidently there was no difficulty anticipated in meeting the expenditure for 2026-27

5 Updates from Accounting /Auditor

Accounting SOP

Rajaraman stated that our Auditor, Bhoopathy & Co, had stressed the necessity to lay down a Standard Operating Procedure (SOP) with details of expenditure and limits for advance payments and reimbursements, strict adherence to obtaining invoices etc. Rajaraman said that he would arrange a in-person meeting with coordinators, stewards available and JhonsiRani our Accounts Executive during Rightstart when SOP for Audit requirements would be fully explained so that Coordinators, and teachers concerned could follow them fully.

CSR Process

Rajaraman explained that it was absolutely necessary to follow CSR steps (he presented the details in Google Doc) outlined therein. The Fund Utilisation Report should be submitted by Asha South India Trust to the Company who in turn mandatorily has to include these in their filings with Registrar of Companies under the Ministry of Corporate Affairs. Some of the salient points pertaining to our operations are,

1. Treat each CSR donor as a separate project.
2. Maintain projectwise Accounts
3. Administrative overheads to be capped at 5%
4. Prohibits General Corpus donations from CSR
5. Non-ongoing Projects Funds to be utilised in the same year
6. On going projects 3 Financial year (excluding year of commencement)
7. Execute detailed CSR Agreements with the Donor
8. Issue CSR carry-over report/receipt when CSR funds are being carried over

Reimbursement Process

This would form part of the SOP discussed under the heading -Accounting SOP

6 Asha for Education matters

Elections

Bhaskar explained the procedure and stated that AfE elections for various positions of office bearers were regularly conducted biennially and are due this year. Names of those who are offering to stand for elections had been circulated. Since there is no more than one contestant for any position all of them would be elected unopposed. He requested all volunteers to vote early in the Poll posted by him so that our Chapter could convey our choice to AfE

7 Budget Preparation for 26-27

Overall plan for 26-27

Rajaraman presented the following plan which was endorsed by all present

Functional Area	Planned Item	Total	Sangamam	Pearl	Thulasi	P Vidhya	Cauvery	Rajatalab	Mirzapur	Manigal	Mylapore	Notes
SPRINT	No of Schools	209	90	28	26	13	20	13	8	2		

	Computer Teachers (Amazon)	23		9	8		6					
	Computer Teachers (Project)	61	30	4	3	9	2	9	4			
	KaradiPath Schools	99	50	24	14	6	5					Can do 24 more (i.e 99)
	KaradiPath Teachers	32	17	7	4	2	2					Does not include regular teachers doing KP classes also.
	Regular Teachers	27	14	3	4	3				3		
	KG/Balwadi Teachers	5		5								
Explore	Trainers	37	21	10	4		2					Include 2 from ADW budget
RTC	Centres	14	8	4	1		1					
	Teachers	24	12	8	2		2					
Arogyam	Centres	3	3									
ADW	Hostels	25	2	16	7							
	Hostel Teachers	20	2	12	6							
Other Staff	SW Engg	7									7	
	System Engg	4	2	1	1							
	Coords/Accounts etc.	13	2	1	1	1	1	1	1		5	
	Librarian / Tutor Teacher	12	3	4	5							

It was also decided to cut down schools covered under Amazon Sprint from 102 to 52, distribution being Pearl 22; Thulasi 20; and Cauvery 10.

Broad salary raises

It was decided to follow the pattern of the last year regarding increases (not identified with specific Designation/person) namely Rs 1000 Annual Raise plus 8% of as Performance pay with the usual caveat that aggregate increase should not exceed 4 % Last year staff of Rajatalab and Mirzapur were given Rs 800 Annual rise. After considerable discussions it was decided by majority vote to apply the same yardstick as followed in Tamilnadu projects to Rajatalab and Mirzapur too.

Other salary increase proposals specifically for post or person as presented by Rajaraman during the meeting were approved.

It was noted that conveyance and phone charges would form part of salary

Parameters projectwise

Following guidelines were decided on expenditure of "common" items:

Stationery Items: Rs 200 per student

Computer Maintenance and accessories: Approx 2 % of budget

Assessment Expenses: Rs 2000 per school

Annual Day: Rs 10,000 per school for 40% of them

Teacher Excursion: Rs 6000 per teacher to cover 80% of them

Sports Material: Rs 3000 per school

Edu Kits: As required

Blackboard Painting should be planned at Project Level

Students Excursion Rs 700 per student

Amazon Project Review and Approval

Rajaraman presented Amazon Budget for FY 26-27 under different Programs as per table below

All in Rs

LEARN	EXPLORE	Career Tours	AI Extn
80,82,000	57,54,000	41,74,000	41,04,000

Note Budget for LEARN + EXPLORE is Rs 1,38,36,000. Amazon funding on these two will be limited to Rs 1,20,00,000 and balance is proposed to be met by carry forward from the previous year

The proposal as presented above was unanimously approved.

Budget for Poorna Vidhya

Sriram presented the budget proposal for existing schools and new schools for computer teaching. He had also proposed buying one Karadi Path licence during 26-27

Budget proposals for existing schools at Rs 44,90,000 and new schools at Rs 2,84,000 totalling Rs 46,74,000 were approved

Budget for Mirzapur

Sriram presented the Budget for 26-27 covering 7 existing schools and 1 new school at Sonepur. Budget for Rs 11,23,000 lakhs for and Rs 2,27,000 for the new school after pruning Steward/Volunteer travel expense and deleting line item for computer purchase. was unanimously approved

Budget for Rajatalab

Sriram presented Rajatalab Budget proposal for 26-27 which were discussed. It was decided to provide for one more Lead Teacher and reduce one regular teacher . Budget for Rs 30,64,000 was approved unanimously

8 Right Start May '26

Programme

Rajaraman outlined the detailed programme for the 5 day Refresher Summer Training Programme with eminent Guest Speakers on relevant topics and hands on session for Spoken English (Karadipath) Maths and Science.

Budget Approval including CS Winter Session 26-27

Rajaraman presented the Budget proposal for Rs 12,00,000 for Right Start 26-27 to be held in May'26 and Rs 5,25,000 for CS Winter Training to be held in December'26. They were approved unanimously.

Rest of Agenda Items

Due to paucity of time the rest of the items was carried forward to the next meeting to be held on 31st May'26