

MINUTES FOR SMC MEETING

VENUE: TRUSTEE CHAMBER – Alwarpet,

Date: 12/05/2022

Time: 9.45 AM

AGENDA

- **Discussion and Approval of fees for this academic year 2022 – 2023**
- The proposed fee structure for the academic year 2022 – 2023 as for the direction from the fee fixation Committee (2015), there is an increase of 10% every year which was unanimously decided not to increase by all the members present after through study.
- Discussed about the framed fee structure -the fees should not be collected for the month of May as per new bye laws and if any child discontinues due to their valid reasons during the academic year the entire fees has to be refunded. (TC Students) and the same is applicable for Bus fees also.
- Excess Fees (100%) collected before the high court order will be refunded in the current year (2022-2023) - Discussed
- Discussed about all Miscellaneous amount of 2021-2022 collected which was not issued or not conducted been reduced in current year (2022-2023) fees structure
- If a child discontinues due to several valid reasons the entire fees to be given to TC students and the same to be applicable for bus fees also.
- Staff (Teachers and for office) recruitment for the academic year 2022 – 2023
- Fees payment through Online for the year 2022 - 2023
- Infra-structure and rooms required -discussed
- Additional subjects / weight of school bags
- NCERT or private books that to be followed
- School and precautions methods have been discussed. (IX to XII)
- State Board inspections were discussed.

NEW CBSE BYELAWS were discussed

Few points from CBSE and NCERT were also discussed.

- Homeworks should not be assigned to the students of class I & II
- Subjects like Maths & Language only to be taught to classes I & II and EVS, Maths and Lang for classes III to V as prescribed by the NCERT
- GK / Moral Science, art and computer science can come under life skill which will not be tested.
- Adequate measures to be taken to reduce school bag weight as per norms
- In-service Training for 3 days must for teachers.
- Training Certificate to be produced
- 3 days training must from (COE) or any teacher training Institute from Central / State approved organization

EXTENSION OF AFFILIATION

- School should have separate entrance Board for state board building
- All constructional sites behind school building should be completed, compound wall to be rebuilt
- It is mandatory to have special educator/ student counsellor / physical educators to be appointed in the ratio 1:500
- Documents like sanitation, school building safety certificate, transport certificate, property tax certificate, water quality check certificate and fire certificate should be intact.
- All resident school to be kept separate

State recognition for CBSE schools apart from State board recognition

State recognition is mandatory and should be obtained by State Government authority (CEO). During the following will be strictly observed

- School Building Plan
- Total area built and un built
- Playground
- Safety equipment
- Water facility plan
- Form A, B, C, D (State Recognition)
- RTE and NOC
- Fire Safety Certificate

All the relevant documents submitted for CBSE separately. From CEO they are asking to follow up with Educational Minister by the Correspondent.

STAFF BENEFITS

- Gratuity for the retired Staff - discussed
- The entire requirement list was discussed

GENERAL POINTS

- TC to be uploaded in Website
 - Recruitment was discussed
 - Total no. of benches required were discussed
 - Total no. of Staff
 - Overall Budget
 - RTE details
 - Homam –not yet decided (only on school reopening)
 - Fire alarm –incomplete-taken care by Maduram sir
 - CCTV–will be dealt by Maduram sir
 - Budget for next academic year
 - Backside compound wall, new furniture, building stability–Maduram sir
 - Night security–required
 - Issue of challans for classes 1 to 9 (selected New Admission student)
 - Increment pending & arrears pending - dicussed
 - Confirmation & Appointment Orders to be given – pending
- After 60 years, Staff will be relieved from PF and consolidated Salary will be paid.

MAINTENANCE (Maduram sir)

- A.CCTV Cameras (AMC)
- B.RO Water
- C.EB
- D.Pesticide
- E.Road
- F. Glass panels in Main Block
- G. Mike Speaker, Amplifier
- H.PinBoards
- I. Termites furniture to be replaced
- J.EB–Hope to commercial have to change for AyurvedaBlock
- K. Painting in all blocks
- L. AMC for computer

M. Projector (1 no. Is under repair)

N. AC

O. Requirement for Lab: for physics, chemistry, Botany and maths to be made, KG to be Procured

P. ATL Tinkering Lab–will proceed with opening the new account.

Q. Staff–Teachers resigned were discussed

R. We need 17 teachers, 4 cleaners, 2 securities and 1 gardener after school reopens

As per law 165 required

Availability – 146 (150 – 4 in office)

Teachers required – 19

Additional teachers requires as per strength :

KG Increase after COVID – 7

Teachers left – 7

PET Teacher – 2

UC Maths – 1

Total - 17

Enclosures:-

1. Fee structure fixed by the committee
2. Requirement list
3. Staff recruitment list
4. Approximate calculation of benches
5. Requirements list for stationeries
6. Plan for the next three years and rooms required
7. Books and notebooks list
8. Budget