

Minutes of Monthly Regional Academic Committee Meeting For the Month of May, 2011

Name of the Region: Jaipur

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1. Name of the Members	:	Chairman	:	Smt. Sandhya Rastogi, Asstt. Commissioner
	:	Member Secretary	:	Sh. R.B. Meena, EO
	:	Education Officer	:	Sh. H.C. Chawla
	:	Education Officer	:	Sh. K.R. Choyal
	:	Principal	:	Sh. C.P. Sharma, KV No.6, Jaipur
	:		:	Sh. S.K. Jain, KV No.3, Jaipur
	:	Head Mistress	:	Ms. Suman Paharia, KV No.1, Jaipur
	:	Special Invitee	:	Smt. P. Dixit, Principal, KV No.4, Jaipur

1. Name of Absentees : NIL
2. Date & Venue of meeting : 25-05-2011/KVS (RO) Jaipur
3. Date & Venue of previous meeting : 28-04-2011/KVS (RO) Jaipur

S.No.	Aspects to be covered	Innovative ideas/Strategies
1	Institutional planning	It was decided that the Vidyalaya Institutional planning should be completed before the first week of July as per the KVS circulars
2	Examination & Evaluation	It was decided that FA 1 will be held during July 3 rd week and FA 2 will be held in Aug. III week.
3	Continuous & Comprehensive Evaluation	It was observed that CCE indicators are not having a uniform pattern in Primary. July onwards descriptive indicators will be written in the CCE Evaluation (Worksheets). Every Vidyalaya will conduct a workshop of PRTs in the month of June for discussing CCE indicators and Mrs. P. Dixit will be preparing a lecture for Principal Conference on the subject.
4	Subject Committee	Subject Committee should be asked to discuss the HW/Weak areas in details and plan for uniform pattern of class room teaching and learning. Separate subject committee should be conducted for PRT also where presentation of model lesson can be discussed and followed this presentation can be from the PRTs.

5	E-classroom/ICT/ School website/Thinkquest	Assistant Commissioner, KVS (RO) Jaipur has given a special thrust on E-lessons one in every fortnight. Vidyalayas should go in for class room projectors and purchase and arrange infrastructure to reduce the burden on Computer Rooms (wherever possible).
6	Library/Vidyalaya Resources	Library should be made a great resource. Library have projectors should be encouraged in different subjects. CBT, NBT books to be procured in large number for Primary. At least 50% books of library should be in circulation at any given point of time.
7	Spoken English/Status of Foreign language (German, French, Mandarin, etc.)	Every teacher should be able to speak english. It is the duty of every teacher to speak in english so that the students can follow them.
8	PTA	PTA is to be held on every last working day for Primary as well as secondary section for weak students.
9	Extra/Remedial classes	Time table should be prepared and students below 40% should be taken from Primary to XII (Remedial classes to be taken up in AHPL)
10	Guidance & Counselling	Every teacher is a counselor. Library guidance & counselling will be done in July-Aug. Every problematic child should be counseled with empathy compassion. Principal, Vice-Principal, Head Master/Mistress should know where the problem lies and if needed parents should be called.
11	Educational Tours/Excursion	Every class should go once in a year. This should be planned in Institutional planning. which class is being taken to which destination. Primary should be preferably taken in local areas only.
12	Any other Point	Project can be taken up for reading-writing and presentation speaking skills. Class Magazine should be made in I to V. Summer Training Camp can be arranged for various hobbies, spoken Eng., Games & Drawing etc.