

**MINUTES OF THE MEETING OF THE SCHOOL MANAGEMENT
COMMITTEE OF BHAVANS VIDYA MANDIR, MANNAPRA HELD ON
WEDNESDAY, 18TH JAN 2023 AT 3.30 PM**

Members present:

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| a) SMT. RENU SREENIVASAN | : CHAIRPERSON |
| b) SMT. SUPRIYA.N | : SECRETARY |
| c) SMT.KANAKASATHI NAIR
PRINCIPAL, SOBHA ACADEMY
PANNIYANKARA, VADAKKENCHERRY | : MEMBER |
| d) SMT. ATHULYA.K (TEACHER) PGT-COMPUTER APPLICATION
C.A HIGHER SECONDARY SCHOOL, AYAKKA | : MEMBER |
| e) SHRI. SHINU (TEACHER) PGT-MATHEMATICS
C.A HIGHER SECONDARY SCHOOL, AYAKKAD | : MEMBER |
| f) SMT. JYOTHILAKSHMI.P.T
TGT- SOCIAL SCIENCE
BHAVANS VIDYA MANDIR, MANNAPRA | : MEMBER |
| g) SMT. SOUMYA.P.T, PGT- ENGLISH
BHAVANS VIDYA MANDIR, MANNAPRA | : MEMBER |
| h) SMT. RENJINI MANOJ, COUNSELLOR
BHAVANS VIDYA MANDIR, MANNAPRA | : MEMBER |
| i) DR. VINI BALACHANDRAN
(PARENT) | : MEMBER |
| j) SHRI.ACHUTHANKUTTY
(PARENT) | : MEMBER |
| k) SHRI.VENKITTARAMAN
(PARENT) | : MEMBER |

Leave of Absence granted to Shri V. Krishnan and Shri Prabhakaran who could not attend due to non-availability.

1. The meeting commenced with a silent prayer, Smt. .Jyothilakshmy.P.T rendered the welcome address to the members and Smt. Renu Srinivasan gave the introductory remarks. She stated the importance of SMC in CBSE Schools and her association with Bhavans Vidya Mandir School since 2022.

Smt. N. Supriya, Principal with the permission of the Hon. Chair and other esteemed members began with report of the school for 2022-23 ;

- a). She stated the various programmes conducted during each month of the academic year (School level, Interschool, District level, State level).
- b). All the competitions in which our students performed well and won awards.
- c). She mentioned in detail the important days observed in the school.

- d). Student Fee Support Fund (SFSF) being offered by the management for economically backward meritorious children.
 - e). Activities offered in the school including Music, Violin, Keyboard, Dance, Karate, Table Tennis, Basketball and Football. Cultural Enrichment programmes like Ramayana chanting and Gita chanting, participating and performing in Sreshtabharatham at Amritha TV, performance at Swami Uditchaithanya's BVTV.
 - f). Presentation regarding all the academic and co-curricular activities.
2. Smt. Jyothilakshmi.P.T spoke on the results of our previous year (Class X & XII). Thereafter the Principal explained the affiliation process in detail and stated that our renewal has been granted till Mar 2027. Smt. Renjini Manoj then presented a report on our infrastructure ;
- a) The facilities and equipments in our classrooms and related facilities.
 - b) Labs (Physics, Chemistry, Biology, Maths, Computer and Audio Visual).
 - c) Modern Library (7000 Books).
 - d) CCTV Cameras.
 - e) Morning and evening duty on safety of our students.
3. The Principal spoke on the staff and student strength ;
- a). 68 personnels (PPRT, PRT, TGT, PGT, Ayah, Clerk and Admin Staff student)
 - b). Student strength 948 (KG, Primary, Secondary and Senior Secondary).
4. Smt. Soumya.P.T, Teacher Member PGT, spoke on preparation for Board exam (X & XII).
- a) She presented the data related to the board exam.
 - b) The academic portions are completed by early Dec and then revision commences.
 - c) Dates of Three Model exam were informed (Practical & Written).
 - d) Dates of Practical exam, mode of conducting the exams complying with the CBSE guidelines.
5. The Principal presented the data related to the fee ;
- a). Made a comparative statement of present fee and proposed fee 2023-24.
 - b). She stated that we have not increased the fees since 2019-20.
 - c). Also drastic reduction of 15% in fees during Covid-19 for two years was made taking into consideration the difficulty faced by the parents.
 - d). Even after the school reopened for offline classes the 15% reduction in fee was continued.
 - e). Full salary to all staff was given during the critical times of Covid 19.
 - f). We are now proposing a 10% increase in fees in the academic year of 2023-24.

The committee approved the suggestion of fee hike as the same was found to be reasonable.

6. The Principal then stated regarding the vacancies due to arise in the academic year 2023-24 and the requisite qualifications for appointment of new teachers ;
- a). Librarian - MSc/BSc in Library Science.
 - b). Science (Primary) - BSc/MSc in any of the Science subjects with B.Ed
 - c). Hindi (Primary) - BA/MA in Hindi with B.Ed
 - d). English (Secondary) - BA/MA in English with B.Ed

7. Smt. Renu Sreenivasan enquired whether there is any suggestion from the members.

a). Smt. Kanakasathi Nair, Principal, Sobha Academy suggested involvement of the parents of the school and also collaborating with the neighbouring schools will be mutually beneficial.

The Principal informed the committee that we are having clusters of six schools with whom question papers are discussed and academic matters are carried out among the members.

b). Madam Athulya K Randheer, Teacher, C.A HIGHER SECONDARY SCHOOL, AYAKKAD informed that she is very satisfied on the academic and other activities conducted by the school.

c). Dr.Vini Balachandran parent member informed that a class on mental health be organised for students and teachers as an awareness program which would be beneficial. The Principal informed that our Counsellor is regularly handling sessions for the children and will definitely endeavour to organise programs for the teachers.

d). Shri.Venkittaraman, parent expressed his full support for the school in all its progressive endeavours right from its inception and in future also. He appreciated the Principal and her team of teachers for the efforts.

e). Shri.Shinu, Teacher from C.A. Higher Secondary School, Ayakkad stated a very important point that media publicity is very important and we should explore the possibility of the same by highlighting our achievements and activities. It will create a huge impact on minds of the public. The Principal agreed with the same and it was decided to give maximum publicity to the achievements of the school in the media.

Smt. Renjini Manoj then proposed the vote of thanks to all the members who attended the meeting inspite of their busy schedule on a working day.

It was proposed to conduct the next meeting in July 2023.