

NAVODAYA VIDYALAY SAMITI
REGIONAL OFFICE, PATNA

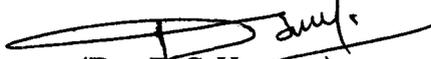
F. 2-2(SA)/NVS(PTR)/2016-17/ 5883-5887

Date - 22nd Aug, 2016

S.N.	ISSUES	ACTION EXPECTED AT PRINCIPAL LEVEL	ACTION SUGGESTED AT CLUSTER INCHARGE A.C. LEVEL/ EE, RO, PATNA
1.	<p>LAPSES IN ACADEMIC SUPERVISION - Teachers are not keeping list of concept, questions, rubrics in evaluation, information about previous knowledge regarding to understand the lesson well, reason for not reaching the benchmark.</p>	Monitor these issue specifically and don't hesitate to use verbal instructions/ advisory notes/ memorandum as per requirement.	Know the weak areas of academics of a particular school and fix the issue by giving complete details of action to concerned teacher/ Principal for supervision (Teacher - for taking action, Principal - for supervision)
2.	<p>INDISCIPLINE AMONG STAFF - Nonpayment of genuine dues, lack of transparency in taking decisions in vidyalaya administration, not taking appropriate action at appropriate time which gives lackluster image against vidyalaya administration among staff members.</p>	Pay the genuine dues to staff members in time, give them clear information about reason while taking a decision in school administration, know the difference between personal and working relation and don't the issue - let's go.	Don't hesitate to pin point the supervision lapses by the Principal especially where discipline and academics are being suffered due to such inaction.
3.	<p>KNOW THE DIFFICULTIES OF STUDENT AND IMMEDIATE PROPER SETTLEMENT OF THEIR GENUINE GRIEVANCE.</p>	Principal know the difficulties of academics, mess and living condition of the students, give them true information about the norms of NVS and limitation of a Principal, don't hesitate to call parents/ teachers' meeting to settle the genuine issues of the students in time.	Cluster Incharge AC must see the difficulties of students and evaluate, don't hesitate to talk to the students on phone to know the genuine grievance, if any. Instruct the Principal in time and intervene in case of need.

4.	<p>PLAN FOR HANDLING THE ISSUES IN EMERGENCY - The JNV must have a detailed plan to sort out the possible difficulties in a amicable way and the resource for the same. Plan for emergency health care, fire extinguisher, safety and security measures as per guidelines of NVS.</p>	Principal must have good coordination with Cluster Incharge Asstt. Commissioner. Don't hesitate to report the difficulties and its' possible solutions and settle the issues in time.	Know the weak areas of the cluster i.e, non-performing teachers, non-performing Principal and other burning issues which may create hindrance in smooth functioning of JNVs and keep a plan for professional growth of concerned teachers/ Principals by instructing them to collaborate with the effective teachers and Principals.
5.	<p>INFRASTRUCTURE RELATED ISSUES - JNV must list out the difficulties they are faciing in their JNV.</p>	Know the real reasons about the deficiencies in infrastructure and submit a report with possible solution to EE, NVS, RO, Patna in advance.	Suggest them the actual way of getting things done. A group of efficient skilled workers may be arranged by clubbing the difficulties of Principals. Don't allow any Principal to deteriorate the infrastructure to such a extent which needs special repair. If necessary instruct to camp the J.E. in a particular JNV as per need.

All Officers are requested to evaluate their own working for improvement and don't hesitate to interact with each other time and again to sort out the problems in time.


 (Dr. D.S.Kumar)
 Dy. Commissioner

Copy for information and n/a to :-

1. All Principal, JNVs under Patna Region.
2. All Cluster Incharge A.Cs, NVS under Patna Region.
3. EE, NVS, RO, Patna.
4. PA to Commissioner, NVS,HQ, Noida
5. AC (Admn), NVS, RO, Patna.
6. Web site of NVS, RO, Patna.