





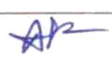





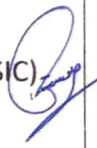


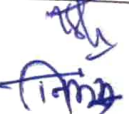


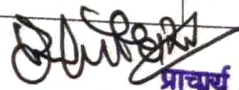
KENDRIYA VIDYALAYA PARBHANI




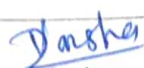









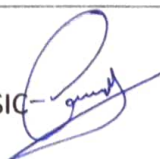







VIDYALAYA COMMITTEE LIST

SESSION 2023-24

w.e.f. 01.04.2023

1.	ACADEMIC COMMITTEE	1.MR. RAJENDRA SAWANT (TGT- SKT) I/C  2.MR. DEEPAK WAGHMARE (PRT)  3.MRS. PRACHI A. (PRT) 	To assist in academic improvement
2.	DEPT. OF EXAMINATION	1.MR. RAJENDRA SAWANT (T.G.T. SKT) I/C  2. MR. DEEPAK WAGHMARE (PRT)  3. MR. SIDDIQI ABRARODDIN(TGT-Math) 	1.To attend all the examination work pertaining to Vidyalaya with utmost care confidentiality 2.Planning, execution of examination schedule. 3.Maintenance of the examination record and keeping them under safe custody confidentiality 4.Conduct board and competitive all India level
3.	ADMISSION	1.MR. LIPANE ANAND (PRT) I/C  2. MR. PRAVEEN KHANDARE (TGT ENG)  3. MR. SANJAY BASWANTE (PRT) 	1. To chalk out the schedule time to time as per KVS directions. 2. To monitor registration and checking of the entries and documents attached with the registration forms 3. To check the data in the admission registers.
4.	CCA CO-ORDINATOR & MORNING ASSEMBLY	1. MR. PRAVEEN KHANDARE (TGT ENG) I/C  2. MR. RAJENDRA SAWANT TGT - SKT 	1. To prepare CCA Calendar/ check out the annual program. 2. To implement the program for conducting activities . 3. Preparing result of various competitions.
	CCA ASSOC. CO-ORDINATOR	1.MR. PRACHI A. (PRT)  2.MR. GOVARDHAN SINGH KAVIA (PRT MUSIC) 	3. To celebrate days. 4. To chalk out an annual program of all days etc. and to keep a day to day track of it.
	SHIVAJI HOUSE	1.MR. ANAND LIPANE – PRT  2. MR. SIDDIQI ABRARODDIN(TGT-Math) 	1.Monitoring the day to day house activities of the house on suitable scale.
	TAGORE HOUSE	1.MR. AKASH KARLE – PRT 2. TGT - HINDI 	2.To organize the inter house competition 3.To motivate and develop



	ASHOKA HOUSE	1. SANJAY BASWANTE - PRT  2. MS. NAZIA KHAN TGT - BIO 	the sportsmanship among the student.
	ASHOKA HOUSE	1.MR.SANJAY BASWANTE (PRT)  2. TGT - SCIENCE	
	RAMAN HOUSE	1.MS. VARSHA KALYANKAR (PRT)  2. MRS. NAJNIN PATHAN (COMP.INST) 	
5.	Purchasing Committee (Local & GeM)	1. MR. RAJENDRA SAWANT (TGT-SKT) I/C 2.MR. PRAVEEN KHANDARE (TGT-ENG)  3.MR. DEEPAK WAGHMARE (PRT)  4.MR. SANJAY BASWANTE (PRT)  5. MR. LIPANE ANAND (PRT)  Concerned stock in charges.	1. To assist in purchasing various items on GEM 2. To verify and sign all the bills. 3. To plan for tentative purchase from the VVN. 4. To propose the require provision to be made in the VVN budget. 5. To Settle accounts as per purchase procedure. 6. To monitor and control the utilization of material purchased.
6.	Maintenance and Repair (School and Staff Quarters)	1. MR. SANJAY BASWANTE(PRT) I/C  2. MR. LIPANE ANAND (PRT)  3. MR GOVARDHAN KAVIA (PRT) 	1. To maintain the stock register and get physical verification done annually. 2. To provide all fitments and fixtures replaced / repaired as and when required. 3. To utilize the fund as per KVS directions.
7.	Gardening / Decoration / Beatification	1. MRS. PRACHI A. (PRT)  2. MR. GOVERDHAN KAVIA PRT - MUSIC 	1. To organize Van Mahotsav Week, plan exhibition, flower arrangement competition, Rangoli etc on inter school level. 2. To maintain the school garden and to plan for further extension and expansion
8.	Games, Sports and Yoga / Fit India movement	1. MR. AKASH KARLE – PRT  2. MR. SIDDIQI ABRARODDIN MATH  3. MR. GOVERDHAN SINGH PRT-MUSIC  4. MR. RAVI UBALE COACH – G & S 	1. To prepare an annual program for the sports and games . 2. To plan and organize sports and annual sports day.
9	Excursion	1. MR. SANJAY BASWANTE (PRT)  2. MR. AKASH KARLE (PRT)  3. TGT HINDI 	1. To plan excursion for students.

10	Library Committee	<p>1. MR. AKASH KERLE (PRT) I/C <i>Msh</i></p> <p>2. MR. RAJENDRA SAWANT- TGT (SKT) <i>DR</i></p> <p>3. MR. PRAVIN KHANDARE TGT ENG <i>Beare</i></p> <p>4. MR. DEEPAK WAGHMARE PRT <i>Rong</i></p> <p>5. MR. SIDDIQI ABRARODDIN TGT-MATHS <i>th</i></p> <p>2. ALL SUBJECT COMMITTEE CONVENER</p>	<p>1. To select books for purchase (50% must be in Hindi) as per requirement of students.</p> <p>2. To select and magazines and new papers as per need of students.</p> <p>3. To ensure regular issue of books for students and teachers.</p> <p>4. To organize activities as per library policy of KVS.</p>
11	Sanitation, cleanliness and House keeping. (monitoring and procurement of materials)	<p>1. MR. SANJAY BASWANTE PRT I/C <i>San</i></p> <p>2. MRS. PRACHI A. (PRT) <i>Pr</i></p> <p>3. MR. AKASH KARLE (PRT) <i>Msh</i></p>	To check regularly the Cleanliness of the class room, labs, corridors, department and maintain a date wise record.
12	UBI & Shala Darpan	<p>1. MR. LIPANE ANAND (PRT) <i>AK</i></p> <p>2. MR. SIDDHARTH MORE (DEO) <i>Sm</i></p> <p>3. MS. NAJMIN PATHAN (COMP. INST) <i>Na</i></p>	To Monitor UBI fee and Shala Darpan activities.
13	KVS BS & G	<p>1. Mr. PRAVIN KHANDARE I/C <i>Beare</i></p> <p>2. Mr. RAJENDRA SAWANT <i>DR</i></p> <p>3. MR. SANJAY BASWANTE <i>San</i></p> <p>4. Mr. Lipane Anand <i>AK</i></p> <p>5. Mr. Goverdhan K <i>G</i></p> <p>6. Mrs. Prachi A <i>Pr</i></p> <p>ALL TRAINED TEACHER</p>	<p>1. To prepare action plan for the year 2022-23</p> <p>2. To Carry out the Investiture ceremony Pratham, Dwitiya, Tritiya Sopan Testing Camp as per call</p> <p>3. Prepare students to participate in different BS & G Activities and Testing Camp.</p>
14	AEP / Disha Club	<p>1. Mr. RAJENDRA SAWANT I/C <i>DR</i></p> <p>2. MR. DEEPAK WAGHMARE PRT <i>Rong</i></p> <p>3. MS. NAZIA KHAN TGT – BO <i>HS</i></p> <p>4. MRS. PRACHI AMBASTA <i>Pr</i></p>	<p>1. To Plan an annual program for AEP</p> <p>2. To arrange seminars, Debates, Workshops.</p> <p>3. To keep record with photograph of each programme.</p> <p>4. Prepare monthly / quarterly report.</p>
15	Readers Club	<p>1. MR. RAJENDRA SAWANT I/C <i>DR</i></p> <p>2. MR. PRAVEEN KHANDARE TGT- ENG <i>Beare</i></p> <p>3. MR. DEEPAK WAGHMARE PRT <i>Rong</i></p>	1. To organize competitions like quiz's, seminars, debates, extempore etc. class wise and house wise
16	Discipline, Safety &	<p>1. RAJENDRA SAWANT I/C <i>DR</i></p>	1. To maintain discipline in the vidyalaya on all days.

	Security of Students	2. PRAVIN KHANDARE <i>Bdare</i> 3. MR. LIPANE ANAND PRT <i>AP</i> AND ALL CLASS TEACHERS	2. To settle the reported cases regarding indiscipline. 3. To give Counseling to the students. 4. To give counseling to the students.
17	Safety & Security Services- Infrastructure	1. MR. RAJENDRA SAWANT I/C <i>JS</i> 2. MR. DEEPAK WAGHMARE (PRT) <i>Rmg</i> 3. MR. PRAVIN KHANDARE TGT- ENG <i>Bdare</i> 4. MR. AKASH KARLE (PRT) <i>msk</i> 5. MR. LIPANE ANAND (PRT) <i>AK</i>	1. To invite tender for the school security service. 2. To check regularly the working of the security service 3 To ensure safety ,security of school – physical and human resources
18	Time table And Arrangement	1. MR. PRAVIN KHANDARE TGT ENG- Sec <i>Bdare</i> 2. Mr. SANJAY BASWANTE (PRT)- Pri <i>JS</i> 3. MR. AKASH KARLE (PRT) <i>msk</i> 4. MR. LIPANE ANAND (PRT) For daily arrangement <i>AK</i>	1. Preparation of the school time table ,implementation of changes in the time table as per need. 2. Daily arrangement of substitute teacher.
19.	Press and Publication (School Magazine, Student diary, Newsletter etc.)	1. RAJENDRA SAWANT TGT -SKT I/C <i>JS</i> 2. MR. PRAVEEN KHANDARE TGT-ENG <i>Bdare</i> 3. MR. DEEPAK WAGHMARE – I/C News Letter & CMP <i>Rmg</i> 4. MR. AKASH KARLE (PRT) <i>msk</i>	1. To give Special activities to the Press 2. To bring out the school magazine and students diary. 5. Prepare monthly/annual report of vidyalaya.
20.	Computer and Website Maintenance	1. MR. RAJENDRA SAWANT (TGT- SKT) I/C <i>JS</i> 2. MR. SIDDHARTH MOREY (DEO) <i>Smo</i>	1. Update the website from time to time. 2. Provide training in ICT (Smart board) etc.
21.	Student's Enrollment position	1. MR. AKASH KARLE (PRT) I/C <i>msk</i> 2. MR. SANJAY BASWANTE (PRT) <i>JS</i> 3. MR. SIDDHARTH MOREY (DEO) <i>Smo</i>	1. To send monthly enrollment position to regional office
22.	Monthly Record- CS 54, Filling Google sheet, etc	1. MR. LIPANE ANAND (PRT) <i>AK</i> 2. MR. SANJAY BASWANTE (PRT) <i>JS</i> 3. MR. SIDDHARTH MOREY (DEO) <i>Smo</i>	1. To check the entries of the fee collection from the registers and keep the records.
23.	Furniture Procurement and Maintenance	1. MR. DEEPAK WAGHMARE (PRT) I/c <i>Rmg</i> 2. MR. PRAVIN KHANDARE (T.G.T. ENG) <i>Bdare</i> 3. MR. GOVERDHAN KAVIA (PRT) <i>msk</i>	1. To plan and purchase the furniture as per need. 2. Repair and maintenance of furniture.
24.	First Aid Medical	1. MRS. PRACHI A. (PRT) I/C <i>JS</i> 2. MS. NAZIA KHAN TGT – BIO <i>msk</i>	1. To carry out medical checkup of the student twice a year


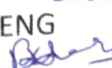

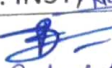











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	Checkup and wellness club	3.MS. SUJATA NISARGAN (Staff Nurse)	
25.	Audio visual Aids	1.MR. GOVERDHAN KAVIA PRT-MUSIC I/C 2.Mr. AAKASH KARLE (PRT)	1. To purchase and maintain Audio Visual Aids
26.	Teaching Aids	1. Mr. AAKASH KARLE (PRT) I/C 2. MR. SANJAY BASWANTE (PRT) 3. TGT - SST	1. To purchase and maintain teaching aids 2. To issue the teaching aid to teachers and keep the record of the same.
27.	Photography	1. MR. AKASH KARLE PRT I/C PRT 2. MR. GOVERDHAN KAVIA (PRT)	1. To take photo of important occasion. 2. To organize various activities to save the environment.
28.	Eco-Club	1. MR. SIDDIQI ABRARODDIN (TGT MATHS) 2. MS. KHAN NAZIA (TGT-BIO) 3. MR. TGT - SST	1. To plan the activities for the year. 2.To organize various activities to save the environment.
29.	Income Tax	1. MR. LIPANE ANAND (PRT) I/C 2. MR. PRAVIN KHANDARE (TGT ENG) 3. MR. SANJAY BASWANTE (PRT)	1.To calculate the IT deduction of the staff. 2.To prepare form no 16
30.	Raj Bhasha	1. MR. RAJENDRA SAWANT I/C 2. TGT- HINDI 3. Goverdhan K PRT Music	1. To send monthly/ Quarterly reports. 2. To see that maximum work is done in Hindi language. 3 To conduct workshop, meeting etc.
31.	Minutes of staff meeting	1. MR. PRAVIN KHANDARE I/C 2. TGT-HINDI	1. To write the minutes of staff meeting and get signed by the principal.
32.	Maths Club	1. MR. LIPANE ANAND I/C 2. MR. SIDDIQI ABRARODDIN TGT - MATHS	1. To organize competitions like quiz, seminars, debates, extempore etc. class wise and house wise. 2. Conduct of Maths Olympiad and Green Olympiad.
33.	Science Exhibition / Club	1. KHAN NAZIA TGT - BIO I/C 2. MR. SIDDIQI ABRARODDIN (TGT MATH) 3. MR. PRAVEEN KHANDARE (T.G.T. ENG) 4. Mrs. Prachi A PRT	1. To organize all nature and adventure club activities as per schedule to be worked out by the committee. 2. To participate in all such programs. 3. Fresh enrolment of learners to be done. 4. To conduct Olympiad exams.
34.	Soc. Science	1. MR. PRAVEEN KHANDARE TGT- ENG I/C	1. To organize competition like

	Exhibition / EBSB	2. MR. GOVARDHAN KAVIA PRT Music 3. TGT - SST	Quiz, Seminars, Debates etc. 2. To maintain the English lab.
35.	PTA	1. RAJENDRA SAWANT – TGT (SKT) I/C 2. MR. DEEPAK WAGHMARE PRT 3. MR. SANJAY BASWANTE (PRT) 4. MR. SIDDIQI ABRARODDIN (TGT MATHS)	1. Organize general body meeting of parent's teachers and from association as per guidelines of KVS. 2. Organize meeting regularly.
36.	Health Club	1. MRS. PRACHI A. (PRT) 2. MR. SIDDIQI ABRARODDIN (TGT MATHS) 3. MS. NAZIA KHAN TGT - BIO	1. To plan and organize regular health checkup of students of all students. 2. To maintain health record of each student.
37	Reader's Club	1. MR. PRAVIN KHANDARE (TGT ENG) 2. MR. SIDDIQI ABRARODDIN (TGT MATHS) ALL SUBJECT CONVENOR	1. To plan and organize activities to inculcate reading habits among the students and teachers. 2. To select and procure audio visual material for students.
38.	Water arrangement	1. MR. SANJAY BASWANTE PRT I/C 2. MR. GOVERDHAN KAVIA (PRT)	1. To supervise drinking water and water points (cleanliness and timely switch on/off)
39.	PREPARING TC AND BONAFIDE	1. MRS. PRACHI A. I/C 2. MR. SIDDHARTH MOREY (DEO) 3. MR. AKASH KARLE CONCERNED CLASS TEACHER And concerned class trs	1. PREPARING TC ACCORDING REQUEST OF PARENT 2. OBSERVING CORRECTNESS AND REPLACING THE DOCUMENT CAREFULLY 3. FOLLOWING THE PROPER PROCEDURE AND HANDLING, CARING THE STAKEHOLDERS.
40.	PREPARING, UPLOADING PAY & ALLOWANCE	1.MR. ANAND LIPANE 2.MR. PRAVIN KHANDARE TGT (ENG)	1.PREPARING AND UPLOADING PAY AND ALLOWANCE ON UBI PORTAL AS PER SCHEDULE OF KVS. 2. OBSERVING CORRECTNESS AND ACCURACY
41.	RTI	1. RAJENDRA SAWANT TGT-SKT I/C 2. MR. PRAVIN KHANDARE TGT (ENG)	1. To reply all queries within stipulated time.
42.	GRIEVENCE REDRESSAL A. Common problem	1. MR. RAJENDRA SAWANT TGT – SKT I/C 2. MR. PRAVIN KHANDARE TGT (ENG)	1. Helping in solving grievances/ resolve at

	s of students and teachers.	3. PRACHI AMBASTA - PRT <i>Pg</i>	suitable platform.
	B. Problem s related to Under privilege d Society.	1.MR. PRAVIN KHANDARE TGT (ENG) I/C <i>Bdure</i> 2. MRS. PRACHI A. PRT <i>Pg</i> 3. MR. SANJAY BASWANTE PRT <i>Pg</i>	
	C. Woman / Girls related issues /POSCO	1. MRS. PRACHI A. (PRT) <i>Pg</i> 2.MR. RAJENDRA SAWANT(TGT SKT) <i>Bdure</i> 3. MR. PRAVIN KHANDARE (TGT ENG) <i>Bdure</i> 4. MR. LIPANE ANAND (PRT) <i>Ar</i> 5.MRS. NAJMIN PATHAN (COMP. INST) <i>Howtel</i> 6. MRS. NAZIYA KHAN (TGT BIO)	
43.	Career and Counselling	1. MR. PRAVIN KHANDARE TGT (ENG) I/C <i>Bdure</i> 2. MR. SIDDIQI ABRARODDIN TGT MATH <i>Ar</i> 3. Mrs. PRACHI A. PRT <i>Pg</i>	1. To guide about different careers/courses. 2. To counsel about different social issues.
44.	PISA / CCT	1. MR. PRAVIN KHANDARE TGT (ENG) I/C <i>Bdure</i> 2. MR. SIDDIQI ABRARODDIN TGT (Maths) <i>Ar</i> 3. MS. KHAN NAZIA TGT - BIO <i>Howtel</i>	1. To conduct CCT exam as per schedule. 2. To fill required information. 3. To conduct CCT classes and discuss with students.
45.	NISHTHA	1. MR. PRAVIN KHANDARE TGT (ENG) I/C <i>Bdure</i> 2. MR. SANJAY BASWANTE (PRT) <i>Pg</i>	1. To facilitate teachers in providing link. 2. To fill Google sheet in time.
46	CMP	1. MR. DEEPAK WAAGHMARE PRT I/C <i>Pg</i> 2. MR. SANJAY BASWANTE – PRT <i>Pg</i> AND ALL PRIMARY TEACHERS	Coordinating in all activities of primary section
47	Office	1. MR. ANAND LIPANE (PRT) I/C <i>Ar</i> 2. MR.SIDDHARTH MOREY (DEO) <i>Howtel</i>	Sending all the required report, Data etc. to RO timely 3.Preparing and maintain pay, allowances, NPS & passing all dues of employee as per KVS norms



			4. Keeping the office record and files in proper order 5. Corrdinating in preparation of annual budget, account etc. 6. Mainting safety & Security of all documents
48	CBSE	1. MR. RAJENDRA SAWANT I/C TGT SKT  2. MR. PRAVIN KHANDARE TGT ENG  3. MS. NAJMIN PATHAN (COMP. INST) 	To complete all CBSC related work as affiliation, registration of student, LOC etc. as per the time schedule given by CBSC very seriously
49	KV BUILDING CONSTRUCTION & MONITORING	1. MR. RAJENDRA SAWANT(TGT SKT)  2. MR. PRAVIN KHANDARE (TGT ENG)  3. MR. LIPANE ANAND(PRT)  & VMC MEMBERS	
50	DEPLOYMENT OF CONTRACTUAL STAFF	1. MR. RAJENDRA SAWANT(TGT SKT)  2. MR. PRAVIN KHANDARE (TGT ENG)  3. MR. LIPANE ANAND (PRT) 	
51	UDISE	1. MR. LIPANE ANAND (PRT) I/C  ALL CLASS TEACHERS	
52	In charge-ship Staff Room (Second Floor) Staff Room (First Floor) E-class room Music Room Office/CBSE/Ad mission	Mr. Deepak Waghmare (PRT)  Mr. Pravin Khandare (TGT)  Mr. Rajendra Sawant (TGT)  Mr. Goverdhan Singh Kavia  Mr. Lipane Anand (PRT) 	Maintainance & Safety Security

All the committee In charges and Associates are here by requested to prepare annual action plan and be active in each and every step to conduct all the activities smoothly, discuss with the principal time to time for better outcomes. All have to play positive and active role.



PRINCIPAL
 प्राचार्य / Principal
 केंद्रीय विद्यालय परभणी
 Kendriya Vidyalaya Parbhani
 महाराष्ट्र / Maharashtra