

KENDRIYA VIDYALAYA PARBHANI

SESSION 2020-21

VIDYALAYA COMMITTEE LIST

PATRON: MR. Umakant Joshi (I/C PRINCIPAL)

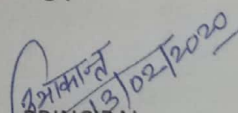
1.	DEP. OF EXAMINATION	1.MR. SHUBHAM SHARMA (I/C) 2. MR. NANGARE SACHIN 3. MS. MEGHA CHAUDHARY	1. To attend all the examination work pertaining to Vidyalaya with utmost care confidentiality 2. Planning, execution of examination schedule. 3. Maintenance of the examination record and keeping them under safe custody confidentiality 4. Conduct board and competitive all India level Examination
2	ADMISSION	1. MR. BABULAL JAT (I/C) 2. MR. PRASHANT SURYAWANSHI 3. MR. NANGARE SACHIN 4. LIPANE ANAND 5. MEGHA CHAUDHARY	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.
3.	CCA COORDINATOR	MR. BABULAL JAT (I/C)	1. To check out the annual program. 2. To implement the program for conducting activities some. 1. Innovative ideas 2. Monitor result of various competitions. 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. 1. Monitoring the day to day house activities of the house on suitable scale. 2. To organize the inter school, Inter region, National competitions time to time. 3. To motivate and develop the sportsmanship among the student.
	CCA ASSO. COORDINATOR	1. MR. GAJANAN VAIDYA 2. MR. MEGHA CHAUDHARY 3. SHRIKANT SHASTRI	
	SHIVAJI HOUSE	MS. MEGHA CHAUDHARY (I/C) SURYAWANSHI PRASHANT	
	Tagore house	MR. NANGARE SACHIN (I/C) SHUBHAM SHARMA	
	Ashoka House	MS. HARSHITA CHAUDHARY (I/C) GAJANAN VAIDYA	
	Raman House	MR. LIPANE ANAND (I/C) SHRIKANT SHASTRI	
4.	Purchasing Committee	1. MR. BABULAL JAT (I/C) 2. MR. PRASHANT SURYAWANSHI 3. MR. GOVERDHAN KAVIA	1. To get quotations for the various items required 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.

5.	Maintenance and Repair (School and Staff Qtrs)	1.MR. NANGARE SACHIN (I/C) 2.MR. ANAND LIPANE 3.MR. HARSHITA CHAUDHARY	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 4. To settle the AC as per KVS rules
6.	Gardening / Decoration / Beautification	MS. HARSHITA CHAUDHARY (I/C) MS. MEGHA CHAUDHARY MR. LIPANE ANAND	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
7.	Games, Sports and Yoga	MR NANGARE SACHIN (I/C) MR. SURYAWANSHI PRASHANT MS. MEGHA CHAUDHARY	1. To prepare an annual program for the sports and games. 2. To plan and organize sports and annual sports day.
8	Excursion	1. MR. NANGARE SACHIN (I/C) 2. MR. ANAND LIPANE	1. To plan excursion for students.
9	Library Committee	MR. SRIKANT SHASTRI (I/C) MR. GOVERDHAN SINGH	1. To select books for purchase (50% must be in Hindi) as per requirement of students. 2. To select and magazines and new papers as per need of students. 3. To ensure regular issue of books for students and teachers. 4. To organize activities as per library policy of KVS.
10	Sanitation and cleanliness	MR. GOVERDHAN KAVIA (I/C) MS. HARSHITA CHAUDHARY	To check regularly the Cleanliness of the class room, labs, corridors, department and maintain a date wise record. Monitoring & Procurement of materials
12	UBI & Shala Darpan	MR. SHUBHAM SHARMA (I/C) MR. NANGARE SACHIN And all class teachers	To Monitor UBI fee and Shala Darpan activities.
13	KVS BS & G	Mr. BABULAL JAT Mr. LIPANE ANAND (I/C) Ms. HARSHITA CHAUDHARY Mr. GOVERDHAN KAVIA	1. To prepare action plan for the year 2018-19 2. To Carry out the Investiture ceremony Pratham, Dwitiya ,Tritiya Sopan Testing Camp as per call 3. Prepare students to participate in different BS & G Activities and Testing Camp.
14	AEP / Disha Club	Mr. SHRIKANT SHASTRI (I/C)	1. To Plan an annual program for AEP 2. To arrange seminars, Debates, Workshops. 3. To keep record with photograph of each programme.

			4. Prepare monthly / quarterly report.
15	Readers Club	Mr. GAJANAN VAIDYA (I/C) Mr. HARSHITA CHAUDHARY	1. To organize competitions like quiz's , seminars, debates, extempore etc. class wise and house wise
16	Discipline	Mr. BABU LAL JAT Mr. NANGARE SACHIN Mr. SURYAWANSHI PRASHANT and all class teachers	1. To maintain discipline in the vidyalaya on all days. 2. To settle the reported cases regarding indiscipline. 3. To give Counseling to the students. 4. To give counseling to the students.
19	School Safety Advisory Committee	MR. SHUBHAM SHARMA (I/C) MR. NANGARE SACHIN MR. PRASHANT SURYAWANSHI MR. GOVERDHAN KAVIA	1. To activate tender for the school security service. 2. To check regularly the working of the security service
20	Time table And Arrangement	MR SHUBHAM SHARMA MR. NANGARE SACHIN	1.Preparation of the school time table implementation of changes in the time table as per need. 2.Daily arrangement of substitute teacher.
21.	Press and Publication (School Magazine, Student diary, Newsletter etc.)	MR. BABU LAL JAT MR. LIPANE ANAND (I/C) MR. GOVERDHAN KAVIA	1. To give Special activities to the Press 2.To bring out the school magazine and students diary. 1. Prepare monthly/annual report of vidyalaya.
22.	Computer and Website Maintenance	Mr. PRASHANT SURYAWANSHI (I/C) Mr. NANGARE SACHIN	1. Update the website from time to time. 2. Provide training in ICT (Smart board) etc.
23.	Student's Enrollment position	MS. HARSHITA CHAUDHARY (I/C) Mr. SHRIKANT SHASTRI	1. To sand monthly enrollment position to regional office
24.	Monthly Record- CS 54	Mr. SHUBHAM SHARMA Mr. NANGARE SACHIN Mr. SHRIKANT SHASTRI	1. To check the entries of the fee collection from the registers and keep the records.
25.	Furniture Procurement and Maintenance	MR. LIPANE ANAND (I/C) Mr. SRIKANT SHASTRI Mr. Goverdhan Kavia	1. To purchase the furniture as per need. 2. Repair and maintenance of furniture.
26.	First Aid Medical Checkup and wellness club	Ms. MEGHA CHAUDHARY	1. To carry out medical checkup of the student twice a year
27.	Audio visual Aids	Mr. Goverdhan Kavia	1. To purchase and maintain Audio Visual Aids
28.	Teaching Aids	Mr. LIPANE ANAND Ms. HARSHITA CHAUDHARY	1. To purchase and maintain teaching aids 2. To issue the teaching aids to teachers and keep the record of the same.
32.	Photography	MR NANGARE SACHIN MR SHUBHAM SHARMA SHRIKANT SHASTRI	1. To take photo of important occasion. 2. To organize various activities to save the environment.

33.	Eco-Club	BABULAL JAT MEGHA CHAUDHARY SURYAWANSHI PRASHANT	1. To plan the activities for the year. 2. To organize various activities to save the environment.
38.	Income Tax	Mr SHUBHAM SHARMA Mr. PRASHANT SURYAWANSHI Mr. LIPANE ANAND	1. To calculate the IT deduction of the staff.
41.	Raj Bhasha	MR. BABU LAL JAT Mr. SHRIKANT SHASTRI	1. To send monthly/ Quarterly reports. 2. To see that maximum work is done in hindi language.
42.	Minutes of staff meeting	MR BABU LAL JAT MS. HARSHITA CHAUDHARY	1. To write the minutes of staff meeting and get verified by the principal.
43.	Maths Club	Mr. SHUBHAM SHARMA MR LIPANE ANAND	1. To organize competitions like quiz, seminars, debates, extempore etc. class wise and house wise. 2. Conduct of Maths Olympiad and Green Olympiad.
44.	Science Club	Mr. SHUBHAM SHARMA MR. SURYAWANSHI PRASHANT	1. To organize all nature and adventure club activities as pre 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.
46.	English Lab	Mr. GAJANAN VAIDYA MR. HARSHITA CHAUDHARY	1. To organize competition like Quiz, Seminars, Debates etc. 2. To maintain the English lab.
48.	PTA	Mr. LIPANE ANAND and all class teachers.	1. Organize general body meeting of parent's teachers and from association as per guidelines of KVS. 2. Organize meeting regularly.
49.	Health Club	Ms. MEGHA CHAUDHARY	1. To plan and organize regular health checkup of students of all students. 2. To maintain health record of each student.
50.	Water arrangement	Mr. Goverdhan Kavia MR. SHUBHAM SHARMA	1. To supervise drinking water and water points (cleanliness and timely switch on/off)

All the committee I/C are requested to prepare annual action plan and act accordingly.


 PRINCIPAL
 प्राचार्य/PRINCIPAL
 केन्द्रीय विद्यालय/KENDRIYA VIDYALAYA
 परभणी/PARBHANI
 जि. परभणी/Dist. Parbhani-431401