

**Minutes of the VMC Meeting Held on 23<sup>rd</sup>**  
**February '22 at Dr Rajendra Prasad Kendriya Vidyalaya, President's**  
**Estate.**

A meeting of the VMC members of Dr Rajendra Prasad Kendriya Vidyalaya was held on 23<sup>rd</sup> February 2022 at 11:00 AM in the Resource Room of the Primary section of the Vidyalaya. The meeting was chaired by Shri Shivendra Chaturvedi, Deputy Secretary(Admin), President Secretariat. Other members who attended the meeting were

<b>S.N O</b>	<b>DESIGNATION</b>	<b>MEMBERS</b>
1	CHAIRMAN	<b>Shri Shivendra Chaturvedi</b> Deputy Secretary (Admn)
2	EMINENT EDUCATIONIS T	<b>1. Dr. Udaibir Singh,</b> Asstt. Professor, (Electronics, CS&IT),ANDC,DU
3		<b>2. Ms. Kalyanee Ranjan,</b> Asstt. Professor Dept. of English, Saheed Bhagat Singh Evening College, Delhi University
4	EMINENT PERSON	<b>Smt. Anjali B.M.Bakshi,</b> Jt. Director
5	TWO PARENTS	<b>1. Shri Sanjeev,</b> F/o Master Lucky, VIII C
6		<b>2. Smt. Baljeet Kaur,</b> M/o Khushpreet Kaur, XI B
7	EMINENT MEDICAL DOCTOR	<b>Dr. Manoj Kumar</b> Deputy Physician to the President
8	REPRESENTATI VE OF SC/ST	<b>Shri Bharat Bhushan</b> Under Secretary, President's Secretariate
9	MEMBER OF ENGINEERING	<b>Shri Anurag Khare,</b> Superintending Engineer, President Estate Circle
10		<b>Shri Vaibhav Jain</b> <b>Executive Engineer</b>
11		<b>Shri K Y Singh</b> <b>Executive Engineer</b>
12	TEACHER REPRESENTATI VE	<b>Ms. Amita Kohli,</b> PGT English, RPKV
13	MEMBER SECRETARY	<b>Dr. Charu Sharma,</b> Principal, RPKV
14	CO-OPTED MEMBERS	<b>Second in-Command Lt Col Ramakant,</b> President's Body Guard
15	MEMBER OF CGEWCC	<b>Smt. Rubina Chauhan,</b> Under Secretary (Welfare), President's Secretariat

The Principal ,Dr Charu Sharma welcomed the Chairman Shri Shivendra Chaturvedi and the house. There after the members deliberated upon all agenda items one by one and forwarded their suggestions/approvals as under.

**Agenda Item No 1- ATR on minutes of previous VMC meeting.**

The Principal Dr Charu Sharma after welcoming the house presented the Action Taken Report on the minutes of the previous VMC meeting held on 9<sup>th</sup> February 2021 in the Resource room of the Primary Section. The Chairman and the house expressed their satisfaction at the promptness and speed with which the actions are taken in the Vidyalaya for making it a centre of excellence.

Regarding M&R work ,the member secretary thanked the Superintending Engineer Shri Anurag Khare and CPWD for the timely and satisfying completion of renovation work in Chemistry, Biology , Physics , Language Lab and Jr Science lab although the seepage problem still persists.

For the remaining M&R work of emergent nature, work to be completed in phased manner , work regarding the face lift of the Vidyalaya, it was mentioned that the work needs to be expedited. The outhouse wall opposite the Vidyalaya had to be painted.

Mr Anurag Khare, Superintending Engineer mentioned that the complete plan for the facelift of the Vidyalaya was prepared and approved by the secretariat. The preparation of the Estimate is in progress. He said the plan would be shared with the principal.

Mr Vaibhav Jain attributed the persisting seepage problem in the labs to the monkey menace which would be dealt with soon. He said that a comprehensive tender is being prepared through which the seepage problem in the complete school building will be treated.

Mr Anurag Khare apprised the house that the estimates for the following have been prepared and submitted for approval in the secretariat.

- The Central Announcement System
- Close Circuit TV system
- Split Type Air Conditioner

The Chairman desired that the estimates be shared with him so that deliberations can be done in the secretariat.

**Agenda Item No 2- Achievements**

The Principal Dr Charu Sharma apprised the house with the remarkable achievements of the students in the session 2021-22 at cluster, State , Regional and National Levels.

The chairman and house expressed happiness and congratulated the Principal and teachers for their effort in guiding the students and bringing them to this level.

**Agenda Item No 3-Academics**

The Principal Dr Charu Sharma brought to the notice of the house the number of students who would be appearing for the CBSE board exam this year. Classes III to VIII students would be appearing for session Ending Term 2 Exams through online mode and IX and XI would appear through offline mode .The members of the house took note of the huge academic gap created due to the pandemic and desired the students and teachers to take the call of bridging the gap with required extra efforts.

### **Agenda Item no 3- Administration**

#### **Admissions**

The Chair and all VMC members were informed that fresh admissions this year in class one were 112 and in classes II to XII were 94. In all 206 new admissions were made in the session 2021-22 .

The Principal told that the class wise vacancy would be calculated and a video will be made and sent to the President's secretariat for disseminating it to the various departments to invite applications for admission for the session 2022-23.

#### **Staff Strength**

It was informed to the house that the Vidyalaya is still short of two TGT Hindi ,one TGT social science ,one TGT Physical Education, one PRT, one ASO and six sub staff.

In the session 2021-22, the Vidyalaya has hired one PGT Political Science and one computer instructor, two TGT Hindi, one Counsellor,one Nurse, One Art and Craft and two Sub Staff on contract.

Since the offline classes have started ,the need for the vacant posts to be filled is urgent.

**Decision taken** -The Chairman told the Principal to write a letter to the secretariat mentioning the urgency of the postings of teachers to the vacant posts by Kendriya Vidyalaya Sangathan. The President Secretariat then would write a letter to the Commissioner, Kendriya Vidyalaya Sangathan asking for the necessary postings.

#### **Contractual Appointment of teachers for the session 2022-23**

The Principal informed the house that this year a committee is being constituted at Regional level in connection with interviews for various contractual posts including computer Instructor. The Vidyalaya appointed for the subject will conduct interviews and make panel.

**Decision taken-** The Chair and the house agreed in principle to the system of centralised Interview but told the Principal to ensure that the interest of the school is not compromised.

#### **Introduction of Pre Vocational Educational Courses vide KVS (HQ) letter no. File No: 1 I-DAC2/ 1/2020-DC(Acad-II) dated 28.01.2022**

The Member Secretary informed and sought the support of the committee members for providing good artists and help in adopting the following methods for implementation of PVEP

- Guest Lectures by Entrepreneurs

- Field Visits
- Career Day
- Student run Enterprises
- Project related Learning
- Mentoring through internships
- 10 Bag-less days Vocational Skill development sessions.

**Decision Taken-**The Chairman asked the member secretary to share all courses with VMC members so that wherever anyone can provide experts for skill development , it could be done. Mrs Anjali Bakshi offered to get coordination done with the Ministry to get experts .

Dr Manoj Kumar and Mr Anurag Khare too agreed to provide trainings in Medical skills and Engineering skills . an overview of career options in Medical and Engineering fields from their departments.

Mrs Anjali Bakshi proposed that the training in First Aid be taken by Red Cross Society which trains, conducts exams and gives certificates as well honorarium to participants.

#### **PNG Connection**

PNG Connection for the Vidyalaya has been installed and final inspection from IGL has been done on 21.02.2022

Final report from IGL is awaited for making it operational in Lab.

#### **Agenda Item no 4- Finance**

Following Proposals were made in the Meeting

#### **(1)EXPENDITURE INCURRED SO FAR DURING 2021-22 (VVN)**

S.No.	Head of Account	Expenditure
1	Lab. Expenses	142500
2	Annual & other function	27000
3	Exam.(printing works)	117000
4	Beautification & Horticulture	70000
5	Medical Facilities	33000
6	Housekeeping	68000
7	Repair of Furniture	306000
8	Computer (consumables & Non-Consumables)	1113000

9	Student welfare Expenses	47000
10	Stationery	60000
11	Library Books	21000
12	Other fixed Asset (Air conditioners)	321400
13	Misc. Expenses	44000

The Principal presented the expenditure incurred fro VVN during the year 2021-22

**Decision Taken- Approval Granted**

**Decision Taken-Approval Granted**

**(2)Requirement of fund for Pay & allowances for the Financial year 2022-23 (SF) Estimated budget head wise for the year 2022-23 will be required as under: -**

PROFORMA

DR. RAJENDRA PRASAD KENDRIYA VIDYAALAYA PRESIDENT'S ESTATE

RE 2021-22 & BE 2022-23

S.NO	Numeric Code	Items / Sub-head	Projections BE 2022-23
1	2	3	11
1	School Code - 2397	PAY	39920000
2		DEARNESS ALLOWANCE	11500000
3		HOUSE RENT ALLOWANCE	7450000
4		HCA/TAA (Including Other Allow.)	3500000
5		Chldren Education Allowance	700000
6		BONUS	0
7		LEAVE SALARY & PENSION CONTRIBUTION	1700000
8		MANAGEMENT SHARE OF C.P.F.	0
9		M S of New Pension Scheme	2300000
10		TRAVELLING ALLOWANCE	500000
11		LEAVE TRAVEL CONCESSION	800000

12		MEDICAL REIMBURSEMENT	600000
13		ADMINISTRATIVE OVER HEAD CHARGES (IN CASE OF PROJECT K.Vs.)	5000000
		TOTAL	73970000

**Note: Proposal for enhancement in Basic Pay @ 10% or 12% for the employees posted at this vidyalaya was submitted in the Steering Committee held on 20.09.2021. Hence, Provision should be made in the budget in case enhancement in Basic Pay only @ 10 or 12% is approved during the current financial year**

**Decision Taken-** Approval Granted

**(3) ) Manpower for the Vidyalaya (PS)**

The Principal stated that the Vidyalaya had started functioning with full strength physically w.e.f 14.02.2022 The sanctioned manpower at the time of opening of Vidyalaya was as follows

At the time of opening of Vidyalaya the following manpower was sanctioned and provided: -

1. Security Guard - 04
2. Sanitation Staff - 08
- 3 Gardener - 04

During the Covid-19 period (Online Classes) the number was reduced as follows: -

1. Security Guard - 03
2. Sanitation Staff - 04
3. Gardener - 03

**Since ,Vidyalaya has started functioning with all the students of Vidyalaya attending physically w.e.f 14.02.2022 the Principal proposed for the restoration of sanctioned manpower**

- 1 Security Guard - 04 + 01(Leave Reserve)
- 2 Sanitation Staff - 08
- 3 Gardener - 04

With reference to letter no F.PE/DR.RPKV/2021-22 DATED 8/11/2021 regarding providing of manpower , It was requested that the provision and the financing of the salary of the manpower be continued by President Secretariat as the VVN of the Vidyalaya is exclusively utilized for the purpose of school all

round development and on the welfare of students and the Vidyalaya does not have any other source income for the development of the Vidyalaya.(Utilization of VVN during FY 2022-23 mentioned and approved at Agenda point no 4 )

### **Decision Taken-Approval Granted**

#### **(4) Utilization of VVN during FY 2022-23 (VVN)**

**Effort will be made to utilize VVN to the extent as much as possible during 2022-23 as per details given below:**

<b>S.No.</b>	<b>HEAD OF ACCOUNT</b>	<b>Estimated Utilization of VVN during the year 2022-23</b>
<b>1</b>	Opening Balance as on 01.03.2022	16826549
<b>2</b>	Engagement of part-time Teaching Staff on contract basis	1800000
<b>3</b>	Purchase of class room furniture & fixtures	1000000
<b>4</b>	Purchase of Lab. Equipment/Consumable and also upkeep of the laboratories	450000
<b>5</b>	Purchase of Audio-visual aids, CCTV and musical instruments	700000
<b>6</b>	(a)Purchase of Sports goods and kits, prize to winners in school sports and interclass or inter-house matches:entry fee of the school teams for tournaments, photography and providing of refreshments etc.	800000
<b>7</b>	(Pupils Societies, Annual function, other school function (e.g. Republic Day, Independence Day, Teachers Day etc.) Students Welfare activities	1000000
<b>8</b>	School excursions	150000
<b>9</b>	Conduct of Examinations	600000
<b>10</b>	Incidental expenses connected with visits to the school by dignitaries like hon'ble ministers, parliament committee etc.	50000
<b>11</b>	Beautification and horticulture development of the school campus including tree plantation	400000

12	Development of facilities for library such as purchase of books, educational technology aids (CDs teaching learning packages etc.) and printing of magazine students diary, newsletters etc.	600000
13	Procurement, maintenance and development of computer and computers related technologies hardware as well as software including broadband connectivity for internet for students/teachers and principal, interactive white boards and similar technological aids which can be very useful for effective teaching learning process for the students, e-class room computer instructor, AMC of computers, stationery etc.	3400000 (description attached)
14	Misc. office expenses	600000
15	Misc. Printing as per direction of KVS a) Study material b)Split of Syllabus etc.	500000
16	Purchase of Housekeeping materials	400000
17	Other Fixed Assets: (Generator Sets, Water treatment plant, medical equipment and other assets not covered in any category)	800000
	TOTAL plus Central announcement system	13450000+

**Decision Taken- Approval Granted**

**(5)Enhancement of KVS financial limit of VVN for the FY 2022-23 (VVN)  
The Principal proposed to the house for enhancing the financial limit of VVN for the FY 2022-23**

<b>VVN Budget for the year 2022-23 for utilization subject to availability of fund</b>				
S.No.	HEAD OF ACCOUNT	KVS FINANCIAL LIMIT (in Rs.) p.a.	PROPOSED ENHANCEMENT OVER AND ABOVE KVS FINANCIAL LIMIT (in Rs.) p.a.	REMARKS
1	<b>Engagement of part-time (including Instructores/Teachers/Art &amp; Craft/Coaches/Spoken Engiligh etc.) on contract basis</b>	<b>Actual</b>	<b>-</b>	<b>....</b>
2	<b>Petty construction work</b>	<b>400000</b>	<b>400000</b>	<b>....</b>



3	Repairs & maintenance of			....
4	a) School Building	880000	880000	....
	b) Repair & maintenance of class room furniture & fixtures	70000	500000	(+) Powers of Deputy Commissioner _ Rs.1500000
	c) Repair & maintenance of Lab equipments	50000	100000	(+) Powers of Deputy Commissioner _ Rs.1500000
	d) Repair of Pa system and Music. Instrument	30000	100000	(+) Powers of Deputy Commissioner _ Rs.1500000
	e) Housekeeping/Conservancy services	500000	1200000	(+) Powers of Deputy Commissioner _ Rs.1500000

5	Purchase of class room furniture & fixtures	300000	1000000	(+) Powers of Deputy Commissioner _ Rs.1500000
6	Purchase of Lab. Equipment/Consumable and also upkeep of the laboratories	250000	450000	(+) Powers of Deputy Commissioner _ Rs.1500000
7	Purchase of Audio-visual aids, CCTV and musical instruments	100000	700000	(+) Powers of Deputy Commissioner _ Rs.1500000
8	(a)Purchase of Sports goods and kits, prize to winners in school sports and interclass or inter-house matches: entry fee of the school teams for tournaments, photography and providing of refreshments etc.	250000	800000	(+) Powers of Deputy Commissioner _ Rs.1500000

9	(a) Pupils Societies, Annual function, other school function (e.g. Republic Day, Independence Day, Teachers Day etc.) (b) Students Welfare activities	(a) 200000 (b) 100000	(a) 600000 (b) 200000	(+) Powers of Deputy Commissioner _ Rs.1500000
10	School excursions	150000	150000	....
11	Conduct of Examinations	450000	600000	(+) Powers of Deputy Commissioner _ Rs.1500000
12	Incidental expenses connected with visits to the school by dignitaries like hon'ble ministers, parliament committee etc.	50000	50000	....
13	Beautification and horticulture development of the school campus including tree plantation	200000	400000	(+) Powers of Deputy Commissioner _ Rs.1500000
14	Development of facilities for library such as purchase of books, educational technology aids (CDs teaching learning packages etc.) and printing of magazine students diary, newsletters etc.	250000	600000	(+) Powers of Deputy Commissioner _ Rs.1500000
15	Procurement, maintenance and development of computer and computers related technologies hardware as well as software including broadband connectivity for internet for students/teachers and	Limited to actual collection of computer fund	3400000	(+) Powers of Deputy Commissioner _ Rs.1500000 (hence separate proposal will be submitted to Commissioner, KVS through Dy. Commissioner, KVS Delhi Region for admn. Approval)

	principal, interactive white boards and similar technological aids which can be very useful for effective teaching learning process for the students, e-class room, computer instructor, AMC of computers, stationery etc.			
16	Security of school-expenditure on outsourcing sources.	500000	500000	....
17	Misc. office expenses			....
	a) Postage/office stationery toner, cartidges for office use/operative charges for running Generator set, Bank commission, conveyance etc..	100000	600000	(+) Powers of Deputy Commissioner _ Rs.1500000
18	Misc Printing as per direction of KVS a) Study material b) Split of Syllabus etc.	a) Actual b) Actual	500000	....
19	Other Fixed Assets: (Generator Sets, Water treatment plant, medical equipments and other assets not covered in any category)	400000	800000	(+) Powers of Deputy Commissioner _ Rs.1500000

**Decision taken-Approval granted**

**(6) Procurement of Interactive Panel for developing digital classrooms (VVN)**

**(a) Proposal for the AMC of the current ICT infrastructure was given**

Computers (Desktops) – 110

Printers – 05

Photocopiers – 02

E-Class room – 04

- All above said items are at present out of warranty.

AMC of Computer items and Digital photocopiers is urgently required to maintain the ICT infrastructure

**Suggestion-**Two options were suggested by the Chairman

1) to consult other schools regarding it

2) to take inputs from the e- Governance section of the Secretariat and do accordingly.

**Agenda item no 5-Any other point.....**

**Following proposals were presented by the Principal**

- Vaccination drive for the students under age group 15-18

**Decision Taken-** Approval granted. Dr Manoj Kumar asked the Principal to send letter asking for a vaccination camp for the students of the Vidyalaya.

- Issue regarding disbursement of 26 days salary instead of 30 days salary to Security Guards provided by President Secretariat

With reference to letter no F.PE/DR.RPKV/2021-22 DATED 8/11/2021 regarding providing of manpower , It was requested that the provision and the financing of the salary of the manpower be continued by President Secretariat as the VVN of the Vidyalaya is exclusively utilized for the purpose of school all round development and on the welfare of students and the Vidyalaya does not have any other source income for the development of the Vidyalaya.(Utilization of VVN during FY 2022-23 mentioned and approved at Agenda point no 4 )

**Decision taken-**The chairman said that the issue may be taken up separately with President Secretariat.

- Staff Quarters

**Decision taken-** The chair said this could be dealt directly with the EBA section of President secretariat.

- Nomination of new VMC Members (Parent)  
Names of two parents were proposed

Dr Manohar Priya(Parent of class XI student and Mr Surya Kumar Sinha(Parent of Class VII student)

**Decision taken-** Approval granted

- Finance approval for payment of salary to Sub staff deployed by Vidyalaya through outsourcing agency.

**Decision Taken-**Approval granted

- Record of discussion of the meeting of Steering Committee held on 20.09.2021 regarding providing incentive of 12% of basic pay per month to the staff posted at Dr RPKV

**Decision taken-** the chair asked for the proposal to be resent so that follow up can be done.

The meeting concluded with a note of gratitude to the Chairman and all members by the Principal Dr Charu Sharma for giving their valuable time.

<b>.NO</b>	<b>DESIGNATION</b>	<b>MEMBERS</b>	<b>Signatures</b>
1	CHAIRMAN	<b>Shri Shivendra Chaturvedi</b> Deputy Secretary (Admn)	
2	EMINENT EDUCATION IST	<b>1. Dr. Udaibir Singh,</b> Asstt. Professor, (Electronics, CS&IT),ANDC,DU	
3		<b>2. Ms. Kalyanee Ranjan,</b> Asstt. Professor Dept. of English, Saheed Bhagat Singh Evening College, Delhi University	
4	EMINENT PERSON	<b>Smt. Anjali B.M.Bakshi, Jt.</b> Director	
5	TWO PARENTS	<b>1. Shri Sanjeev,</b> F/o Master Lucky, VIII C	
6		<b>2. Smt. Baljeet Kaur,</b> M/o Khushpreet Kaur, XI B	
7	EMINENT MEDICAL DOCTOR	<b>Dr. Manoj Kumar</b> Deputy Physician to the President	
8	REPRESENT ATIVE OF SC/ST	<b>Shri Bharat Bhushan</b> Under Secretary, President's Secretariate	
9	MEMBER OF ENGINEERI NG	<b>Shri Anurag Khare,</b> Superintending Engineer, President Estate Circle	
10		<b>Shri Vaibhav Jain</b> <b>Executive Engineer</b>	
11		<b>Shri K Y Singh</b> <b>Executive Engineer</b>	
12	TEACHER REPRESENT ATIVE	<b>Ms. Amita Kohli,</b> PGT English, RPKV	
13	MEMBER SECRETARY	<b>Dr. Charu Sharma,</b> Principal, RPKV	
14	CO-OPTED MEMBERS	<b>Second in-Command Lt Col.</b> <b>Ramakant,</b> President's Body Guard	
15	MEMBER OF CGEWCC	<b>Smt. Rubina Chauhan,</b> Under Secretary (Welfare), President's Secretariat	