

**PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER, KRISHNA, MACHILIPATNAM**  
**Present: Smt. M.V.Rajya Lakshmi, M.A. M.Ed. M.Phil.,**

Rc.No.//2018

Dt:11.06.2018

Sub: School Education Department - Video Conference of the District Educational Officer, Krishna, Machilipatnam held on 11.06.2018 - Minutes - Communicated - Reg.

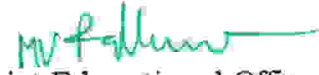
&&&

The attention of all the Deputy Educational Officers / Mandal Educational Officers / Deputy Inspector of Schools in the district are invited and they are informed the Video Conference conducted by the District Educational Officer, Krishna, Machilipatnam on 11.06.2018 and discussed on various programmes / items for achieving 100 % targets in the department in the district.

The Minutes of the Video Conference are herewith communicated to the Deputy Educational Officers / Mandal Educational Officers / Deputy Inspector of Schools in the district for perusal and follow the instructions scrupulously.

The receipt of these procs.should be acknowledged.

Encls: Minutes.

  
District Educational Officer,  
Krishna, Machilipatnam.

To,

All the Deputy Educational Officers / Mandal Educational Officers / Deputy Inspector of Schools in the district.

Copy to the Assistant Directors - I & II of this office.

Copy submitted to the Regional Joint Director of School Education, Kakinada for favour of kind information.

Copy submitted to the Commissioner of School Education, A.P. Amaravati for favour of kind information.

**MINUTES OF THE VIDEO CONFERENCE OF THE DISTRICT EDUCATIONAL OFFICER,  
KRISHNA, MACHILIPATNAM HELD ON 11.06.2018**

1. The District Educational Officer, Krishna, Machilipatnam hold the Video Conference with all the Deputy Educational Officer/ Mandal Educational Officers/ Deputy Inspector of Schools in the District.
2. The main object discussed in the Video Conference i.e., Academic year starts from 12.06.2018 and precautions may be taken for improvement of Strength / admission of children in Schools.
3. Instructions issued by the Commissioner of School Education, A.P. Amaravati with regard to Badi Pilustundi (from 12.06.2018 to 20.06.2018) communicated by the DEO, Krishna and the Programme related to School Education Department.
4. All the Deputy Educational Officers/Mandal Educational Officers are instructed to communicate the instructions / guidelines issued from the Higher authorities to all the Headmasters of their respective Division/Mandals without fail and it must be kept as record in each and every school.
5. The Mandal Educational Officers and Deputy Educational officers must note the number of Headmasters attended the Video Conference and submit information to the DEO, Krishna.

**BADI PILUSTUNDI SCHEDULE**

1. Ist day PandagaCheyali.
2. National Flag will be hoisted in Schools on the re-opening Day.
3. Neatness to be maintained & Greenery also maintained in each and every school.
4. Refreshments must provide during the Aavahnam.
5. Class Room Black Board will be painted with black colour.
6. Institutional Planning must be maintained by the Headmaster.
7. Waster material in school should be removed.
8. Action taken for new admissions.
9. VidyaSankalpamPratigna.
10. 10<sup>th</sup> Class students (10/10) Photos must be displayed in High Schools.
11. Teachers interact with Students by playing games, songs etc.,
12. 100% enrolment should be done by admitting the 3 + age of children and by obtaining the Habitation data.
13. The Mandal Educational Officers / Teachers should follow the **AAP** provided by the Government for Transission.
14. The CPO, Krishna has made complaint against the Teachers during NAVA NIRMANA DEEKSHA for not uploading by the Teachers.
15. Action will be taken for decrease of Drop out.
16. Obtain data of the children who not joined after vacation and action will be taken for admit them in the Schools.
17. Donates should be collect from the Donors and maintained for development of the School.
18. The Mandal Educational Officer, Kanchikacherla invites the District Educational Officer, Krishna during BadiPilustundi Programme to the School where the Donor donates Rs:5.00 lakhs of rupees for development of the School.

### **MID DAY MEAL SCHEME**

1. The Mid Day Meal Agencies doing strikes in various places for implementation of AkshayaPaatra.
2. If AkshayaPaatra continues the Honorarium will be paid to the MDM agencies.
3. The Headmaster/ Teachers in school must inform the children to Wash Hands before and after taking MDM.
4. Precautions must be taken for providing of Water and Soap to the Children.
5. The Students should not stand in " Q " for taking MDM. Precautions will be taken and the agencies must serve the MDM to the Students and it will be monitor by the Headmasters without fail.
6. Quality report Register must maintained and Taste must be taken by the Teacher.
7. Cleaning Rice, Curry, Sambaar must be provided and it should watch by the Headmasters.
8. MDM Menu must be followed and Dining Culture must improve among the Students.
9. No scope will be given for adverse news item in MDM Scheme.

### **UN RECOGNISED SCHOOLS**

1. No Un-recognised School run in the Division/Mandal.
2. No admission will be done in Un-recognised Schools in the District.
3. Wide Publicity should be given against the Un recognised schools and display the boards also.
4. No exemption will be given the Unrecognised schools and seize the Schools running without permission/recognition.
5. To keep the board regarding cancellation of the schools.

### **CELL PHONE**

No Cell Phones will be used by the Headmaster/Teachers during the Class hours and if any found / information received to the Higher authorities, action will be taken against such Headmaster/Teachers as per CCA Rules in force.

### **PARALLEL ENGLISH MEDIUM**

1. The CSE, A.P.Amaravti has accorded permission for opening of Parallel English Medium Schools in III Phases who uploaded the proposals with in the stipulated time.
2. If any school requires Parallel English Medium, the Mandal Educational Officer will be uploaded and send to the DEO login for taking necessary action and permission will be given by the DEO, Krishna, subject to approval of the CSE, A.P.
3. Books will be supplied by the Government to the Schools where English Medium Section Starts.
4. The Telugu Medium Teacher should teach the English Medium (EVS).
5. One day Orientation Training Programme will be given to the EVS, Maths, English & Telugu teachers and planned for conducting of one day orientation programme.

### **DILAPIDATED BUILDINGS**

1. List out the Schools / rooms going to the destroyed.

2. The Headmasters/Mandal Educational Officers must send reminders to the Higher authorities in respect of to be collapsed buildings / rooms.
3. Danger Mark must displayed where the rooms are going to be collapsed.

### **INSPIRE**

1. Submit willingness of the Science Teacher to work as District Science Officer on deputation.
2. The present District Science Officer not done registrations properly.

### **SUBJECT TEACHERS IN ALL HIGH SCHOOLS.**

#### **Action:-Deputy Educational Offices**

1. All Schools must have Subject Teachers.
2. Submit particulars for subject teachers in proforma.
3. If any gaps identified for subject teachers deputed from  
1.DEO pool, 2.Subject teachers working UP schools, 3. SGTs having sufficient qualifications.

### **TEXT BOOKS**

1. The Mandal Educational Officers must acknowledged the receipt of N.T. Books.
2. Books Bank will be maintained from the old students.
3. If NT Books not received with in the stipulated time, the Teacher must teach the lesson through Digital Class room, chart & Title etc., and not to stop for completion of syllabus.
4. The teachers must teach the lessons to the students in a Good way.
5. No scope will be given for adverse news item in NT Books.
6. The Deputy Educational Officers / Mandal Educational Officers must watch & monitor and maintained registers during their visits.

### **GENERL INSTRUCTIONS.**

1. The Deputy Educational Officers / Mandal Educational Officers must create 10 files in **e-office** for every month and process the files through e-office only and the Officers who have not Pen Drive should obtain pen drive immediately.
2. The Deputy Educational Officers / Mandal Educational Officers should monitor that the attendance should be done through e - Hazaar only.
3. Gnanadhara Modules will be distributed immediately.
4. No teacher should absent the school.
5. All Headmasters / Teachers must in Schools maintain in time in School timings and not to leave the school in School Hours.
6. The Deputy Educational Officers / Mandal Educational Officers complex Headmasters daily visit the Schools without fail.



District Educational Officer,  
Krishna, Machilipatnam.

