

**PROCEEDINGS OF THE STATE PROJECT DIRECTOR, RAJIV VIDYA  
MISSION(SSA), ANDHRA PRADESH, HYDERABAD**

*Present: Mrs. V. Usha Rani, IAS.,*

**Proc. Rc. No. 415/RVM(SSA)/C1/2012,**

**Dated:07.08.2012.**

Sub: RVM (SSA), A. P., Hyderabad - Pedagogy Wing - Conduct of School complex meetings of Primary and Upper Primary for the year 2012-13 and communication of agenda - Reg.

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All the District Educational Officers, the Project Officers of RVM (SSA) and the Principals of DIETs in the State are informed that at the State level the training for School Complex HMs (Chair persons) and Secretaries was conducted in the month of July 2012 and the same at the District level and at Divisional level are in progress. In this regard a module was designed and given to all the participants in the training. The training is focused on the following aspects

Capacity building of School complex Chair persons and Secretaries in making School complexes as Resource centers.

Capacity building in organizing the school complex meetings reflecting the specific needs of the teachers.

Monitoring of schools attached to school complexes

As per the norms, in an academic year, there is a need to conduct at least '8' school complex meetings. In these meetings the teachers are expected to conduct wide range of academic activities, however to focus on important issues and to cover some important aspects mentioned in AWP& B of 2012-13, the following themes are suggested as an agenda for each school complex meeting at Primary level and at Upper Primary level. Apart from covering these themes, the school complex can set their own agenda for the days meeting.

S. No.	Month	Primary Level	Upper Primary level
1.	July-12	1. Progress of School Readiness and Class readiness programme 2. Continuous Comprehensive Evaluation -Preparation of Test items for conduct of base line	1. Progress of School Readiness and Class readiness programme 2. Continuous Comprehensive Evaluation -Preparation of Test items for conduct of base line

S. No.	Month	Primary Level	Upper Primary level
2.	August,12	1. Responsibilities of HMs and Teachers as per RTE-Act and Child Rights. 2. Teaching of English Language - Mobile English Teams 3. JBAR programme	1. Responsibilities of HMs and Teachers as per RTE-Act and Child Rights. 2. Teaching of English Language - Mobile English Teams 3. . JBAR programme
3.	September,12	1. CCE-preparation of test items for summative test 2. Development of kits Languages (Telugu and English)	1. CCE-preparation of test items for summative test 2. Development of Kits/Labs in Languages, Maths, Science and Social
4.	October,12	1. Inclusive Education 2. .Development of kits in Languages(Telugu and English)	1. Inclusive Education 2. Development of Kits/Labs in Languages, Maths, Science and Social
5.	November,12	1. Development of kits in Maths and EVS 2. Implementation of School activities, innovative activities and Read Programme	1. Development of Kits/Labs in Languages, Maths, Science and Social 2. Implementation of School activities, innovative activities and Read Programme
6.	December,12	1. Development of kits in Maths and EVS 2. Implementation of Children Talent Search Activities	1. Development of Kits/Labs in Languages, Maths, Science and Social 2. Implementation of Children Talent Search Activities
7.	February,13	1. Gender Issues and gender sensitivity 2. Development of kits in Maths and EVS	1. Gender Issues and gender sensitivity 2. Development of Kits/Labs in Languages, Maths, Science and Social
8.	March,13	1. CCE- preparation of test items for Summative test -2 2. Gender Issues and gender sensitivity	1. CCE- preparation of test items for Summative test -2 2. Gender Issues and gender sensitivity

*Note: If the school complex meeting is not conducted in July, 12, they may conduct in January, 13 so as to cover '8' meetings in a year.*

Therefore, the District Educational Officers, the Project Officers of RVM (SSA) are requested to conduct the school complex meetings as per the agenda communicated above for Primary and UP level in their concerned districts by giving instructions to concerned School Complex HMs and MEOs. Further the DEOs and POs are requested to give instructions to DY. EOs to monitor the school complex meetings in particular for UP

level in their jurisdiction and to ensure the participation of teachers handling the classes VI, VII and VIII to the respective subject specific school complex meetings. Instructions shall also be given to MEOs, MRPs to ensure their presence in School complex Meetings under their jurisdiction for effective functioning of Complex Meetings.

The Principals of DIETs and faculty members are requested to monitor the school complex meetings of Primary and U P level and send compliance report to the SPD, RVM (SSA), A. P., Hyderabad.

This has got the approval of the State Project Director.

Sd/- Rajaram Punna,  
**For State Project Director.**

To  
All the District Educational Officers in the State.  
All the Project Officers of RVM (SSA) in the State. All  
the Principals of DIETs in the State.