

## SCHOOL MANAGEMENT COMMITTEE CONSTITUTION

### Article I: Name and Purpose

The committee shall be known as the School Management Committee (SMC) of Vidya Vihar Residential School, a CBSE-affiliated private residential school.

The purpose of the SMC is to collaborate with the school administration and promote the overall development and effective management of the school, in line with CBSE guidelines.

### Article II: Composition

The SMC shall consist of representatives from the following stakeholder groups:

- a. Local NAET Executive : All the members of the executive committee of the society running the school residing in Purnea
- b. Teachers: 2 representatives from the teaching staff nominated by the Local Management Committee of the School.
- c. School Administration: All the members of the Local Management Committee of the School
- d. Educationists : 1 educationist from the area nominated by the Local Management Committee of the School.
- e. Principals: Principals of 2 CBSE schools of the neighbourhood or as nominated by the CBSE
- f. Parents/Guardians: 2 representatives from the parent community residing in Purnea nominated by the by the Local Management Committee of the School.
- g. The maximum number of members shall be 25
- h. The senior most member will preside over the meeting

### Article III: Roles and Responsibilities

The SMC shall work in collaboration with the school administration to fulfill the following responsibilities:

- a. Monitor and provide suggestions for the implementation of CBSE guidelines in the school.
- b. Review and provide recommendations on policies related to academics, co-curricular activities, infrastructure development, and student welfare.
- c. Collaborate with the school administration to formulate and implement strategies for improvement in teaching-learning practices.
- d. Collaborate with the school administration for adequate Human Resource as per CBSE Guidelines.
- e. Promote effective communication and collaboration between the school and parents, as well as the wider community.

### Article IV: Meeting Procedures

- a. The SMC shall meet at least twice every year or as required by CBSE guidelines.
- b. The meetings shall be convened by the SMC Chairperson or by a majority vote of the committee members.
- c. An agenda shall be circulated before each meeting, and minutes of the meetings shall be maintained and shared with all members.
- d. Decisions shall be made by a simple majority vote of the members present, with the Chairperson having a casting vote in case of a tie.

### Article V: Subcommittees

- a. The SMC may establish subcommittees to focus on specific areas, such as academics, infrastructure, finance, or student welfare.
- b. Subcommittees shall be formed as needed and shall consist of SMC members and other relevant stakeholders.
- c. Subcommittees shall work under the guidance and supervision of the SMC and shall provide regular reports and recommendations to the SMC.

### Article VI: Amendments

- a. Any proposed amendments to this constitution shall be presented in writing and require the approval of at least two-thirds (2/3) of the SMC members.

**List of School Management Committee  
Of  
Vidya Vihar Residential School  
Parora, Purnia (Bihar)**

**Date : 01-06-2023**

S.No.	Member Name	Father/Spouse Name	Designation in SMC	Occupation	Residential Address	Phone Off.	Phone Res.
1	Mr. Ramesh Chandra Mishra	Late Ravibansh Mishra	Member (Manager   Secretary, NAET)	Entrepreneur	Ravi Kunj, Navratan Hata , Purnea	6454242649	9934681999
2	Dr. Prem Chand Jha	Late Surya Kant Jha	Member (Treasurer, NAET)	Doctor	Saloni Nursing Home, Navrattan Hata, Purnea		9431230092
3	Dr. Vidhan Chandra Roy	Late M.N.Roy	Member	Doctor	"Tapovan", Line Bazar, Purnea.		9431230432
4	Er.Ranjeet Paul	Late Debendra Nath Paul	Member (Director, VVRS   LMC )	Education	Vidya Vihar Residential School, Parora,Purnea		9204068903
5	Mr. Nikhil Ranjan	Mrs. Kiran Devi	Member Secretary (Principal, VVRS   LMC)	Education	Vidya Vihar Residential School, Parora,Purnea.		9204068913
6	Mr. Digendra Nath Choudhary	Mrs. Saneh Kiran	Member (Joint Director, VVRS   LMC )	Education	Rambag, Purnea		9204068911
7	Mr. C K Jha	Mr. Yog Nath Jha	Member (Administrator, VVRS   LMC)	Education	Manjhli Chowk, Purnea		9204788404
8	Mr. Arvind Saxena	Late R B Saxena	Member (Administrator, VVRS   LMC )	Education	Vidya Vihar Residential School, Parora,Purnea.		7070996939
9	Mrs. Priti Pandey	Mr.Dhananjay Pandey	Member (Administrator, VVRS   LMC)	Education	Vidya Vihar Residential School, Parora,Purnea.		9307770279
10	Mr. Gopal Jha	Mrs. Ritu Jha	Member (Vice Principal, VVRS   LMC)	Education	Vidya Vihar Residential School, Parora,Purnea.		9534983026
11	Mr. Guru Charan Singh	Mr. Abhay Narayan Singh	Member (Vice Principal, VVRS   LMC)	Education	Vidya Vihar Residential School, Parora,Purnea.		9430521971
12	Mrs. Rita Mishra	Mr. Suresh Mishra	Member (Vice Principal, VVRS   LMC)	Education	Vidya Vihar Residential School, Parora,Purnea.		8002794949
13	Mr. Rahul Shandilya	Mr. Vinod Kumar	Member (PRO, VVRS   LMC)	Management	Vidya Vihar Residential School, Parora,Purnea.		9996209203
14	Mrs. Swastika Ojha	Dr. Amber	Member (PRO, VVRS   LMC)	Management	Vidya Vihar Residential School, Parora,Purnea.		7289921508
15	Mrs. Pummy Pandey	Mr. Sharad Chandra Pandey	Member (Guardian's Rep)	Housewife	Maranga, Purnea		7781005263
16	Mr. Rahul Baisyantari	Late Mr.J L Baisyantari	Member (Guardian's Rep)	Business	Zila School Road, Purnea		9661969008
17	Mrs. Supriya Mishra	Mr. Prashant Shankar	Member (Teacher's Rep)	Teacher	Vidya Vihar Residential School, Parora,Purnea.		7320826853
18	Mrs. Veena Pandey	Mr. R R Pandey	Member (Teacher's Rep)	Teacher	Vidya Vihar Residential School, Parora,Purnea.		8825176278
19	Er. Shweta Shivani	Mr. Surya Narayan Karn	Member	Assistant Professor	Rambagh, Purnea		7631302322
20	Mr. Vivek Rai	Late Mr. K L Rai	Member	Assistant Professor	Sagar, MP		7000583097
21	Principal, Navodaya Vidyalaya, Garhbanaili	N.A.	Member	Service, Purnea	Principal, Navodaya Vidyalaya, Garhbanaili, Purnea.		6033083506
22	Principal, Kendriya Vidyalaya, Chunapur	N.A.	Member	Service, Purnea	Principal, Kendriya Vidyalaya, Chunapur, Purnea.		8777677449