



ODISHA ADARSHA VIDYALAYA SANGATHAN

N-1/9, Nayapalli, PO: Sainik School, Bhubaneswar – 751005

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NOTIFICATION

No. 9717 /OAVS/2020, Date 15.12.20

Sub: Constitution and Functions of Parent Teacher Association (PTA) and Vidyalaya Management & Development Committee (VMDC) in Odisha Adarsha Vidyalayas (OAVs)

There shall be one Parent Teacher Association (PTA) and one Vidyalaya Management & Development Committee (VMDC) in each of the Odisha Adarsha Vidyalayas of the state. The following guidelines shall be followed for constitution and functioning of PTA and VMDC in all the Odisha Adarsha Vidyalayas.

1. PARENT TEACHER ASSOCIATION (PTA):

1.1 Constitution and Functioning:

- (i) PTA shall be the body comprising of all the teachers including Principal/ Vice Principal and natural parents (not guardians) of the students of the Odisha Adarsha Vidyalayas (OAVs).
- (ii) The membership of a parent will remain valid for two years and further selection shall be made.
- (iii) Only one parent shall be the member of the PTA. In case of voting he/she shall exercise only one vote irrespective of the number of their children reading in the same Vidyalaya. The ratio of father and mother shall be 50:50.
- (iv) The quorum for conduct of any meeting of the PTA will be 20% of its total strength.
- (v) The Principal or Principal I/C of each Odisha Adarsha Vidyalaya shall be the ex-officio Convener-cum-Secretary of the PTA. While convening meetings of the PTA, notice shall be issued minimum 7 days in advance with copy pasted in the Vidyalaya Notice Board. Notice to parents shall be sent through their wards against receipt by the student in a register and actual receipt of notice by parents shall

be monitored by the head of the Vidyalaya. The copies of duly served notices received by the parents shall be retained in the Vidyalaya for a minimum period of one year.

- (vi) The PTA in each of its meetings shall select one of its members as the Chairperson to preside over the meeting. The Principal shall conduct selection by show of hands.
- (vii) The proceedings of the PTA meetings shall be recorded in a hard bound register. The Chairperson of each meeting must sign the proceedings of a particular meeting at the end. The recorded proceedings of one meeting shall be read out and confirmed in the immediate next meeting of the PTA as first item of the agenda. The head of the Vidyalaya shall remain responsible for recording of proceedings and maintenance of the register.

1.2 Functions of PTA:

- (i) PTA meetings shall be convened at least twice in a year (preferably March and last week of June). It may be more as per the need of the school. The Principal or Principal I/C shall be the convener.
- (ii) The Principal or Principal I/C shall explain the powers, functions, roles and responsibilities of the PTA to all members.
- (iii) The PTA shall be competent to take decisions with regard to raising of contribution in shape of kind only which in its opinion is required for the development of the Vidyalaya.
- (iv) It shall be lawful for the PTA to accept contribution from anybody or any organization in kind only. In the name of contribution, the PTA shall not create situation that will interfere with the administration of the head of the Vidyalaya.
- (v) The PTA shall discuss on the day to day functioning of the Vidyalaya and devise strategies to meet various needs and requirements of the Vidyalaya with focus on student interests.
- (vi) The PTA shall not take any decision which will run contrary to provisions laid down by OAVS or Government.
- (vii) All the decisions as regards to the functioning of the Adarsha Vidyalaya taken by the VMDC shall have to be ratified by the PTA in the succeeding meeting.
- (viii) In case of any situation where PTA is not able to take a decision, the

decision of headquarters communicated by State Project Director shall be final.

2. VIDYALAYA MANAGEMENT AND DEVELOPMENT COMMITTEE (VMDC):

2.1 Constitution of VMDC:

There will be a Vidyalaya Management and Development Committee at School level. The Vidyalaya Management and Development Committee will be headed by the Collector or Officer authorized by the Collector of the concerned District and will have 8(eight) other members namely:-

- (i) Collector or his authorized representative as Chairman.
- (ii) Block Development Officer
- (iii) Block Education Officer
- (iv) One Medical Officer of the concerned Block **to be selected by the Chairman.**
- (v) Executive Engineer (E.E.)/AEE/SDO/JEE of R.D./Works Department.
- (vi) Two eminent educationists of the locality to be finalized by Chairman (One should be Women)
- (vii) Headmaster of a nearby secondary school **to be selected by the Chairman.**
- (viii) Any member nominated by the Chairman of Executive Committee of the Sangathan.
- (ix) The Principal of the school will function as Member-Secretary.

The Final Membership of each Vidyalaya Management and Development Committee needs approval of the Sangathan before taking charge. Sangathan can change or suggest the constitution as well as membership of the Vidyalaya Management and Development Committee as and when felt necessary for fulfilling the objective of the Sangathan.

The powers and functions of the Vidyalaya Management and Development Committee shall be as specified by the Executive Committee of the Sangathan through resolutions from time to time. The Vidyalaya Management and Development Committee will look after the overall development of the school and will seek advice from the Sangathan as and when necessary. Each Vidyalaya Management and Development

Office of the Principal

Odisha Adarsha Vidyalaya, Budhupal,
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CBSE Affi. No: **1520072**, School No:**17117**

Letter No:-334/OAVB/22: Date:-30/06/2022

To

Honourable DM & Collector (Chairperson VMDC)
Deogarh .

Sub : Approval regarding selection of members for vidyalaya Management and Development Committee (VMDC) i,r.o of our vidyalaya .

Ref : Letter No 9717/OAVS/2020 dated 15.12.2020 & Letter No-052 OAVB dated 17/02/2021

Esteemed Sir

In inviting a reference to the above mentioned subject ,I would like to draw your kind attention that a new guideline for formation of Vidyalaya Management and Development Committee (VMDC) in respect of Adarsha Vidyalaya has been issued vide letter No 9717/OAVS/2020 dated 15.12.2020. According to this the below mentioned members for formation of VMDC will be selected by honourable Collector or Officer authorised by the collector of the concern district .

They are

1. Collector or his authorized representative as Chairman .
2. Sri DibyaSankar Jaypuria Block Development Officer ,Reamal
3. Sri Binod Kumar Sing Block Education Officer ,Reamal
4. Dr Jasaketan Pradhan Medical Officer ,CHC ,Chhatabar ,Reamal
5. Narayan Patel , Executive Engineer R&B
- 6 Two Eminent Educationists of the Locality
 - a) Dileswar Pradhan Principal PS ,Degree College ,Budhupal .
 - b) Dr Nisharani Sahoo Reader –In-Education,Budhupal Anchalika College
- 7) Digambar Dalbehera - Headmaster ,MPC Sendha.
- 8) Any member nominated by the Chairman of Executive Committee of the Sangathan will be finalised by OAVS ,HQ,Bhubaneswar
- 9) Manmohan Sahu – I/c Principal,OAV Budhupal ,Reamal ,Deogarh .

Hence your kind honour is requested to provide the approval of the membership charge for formation of Vidyalaya Management and Development Committee (VMDC) i,r.o of our vidyalaya for its smooth conduct .

This for your kind information & necessary action at your end .

Memo : 335/ Date : - 30/06/2022

Copy Submitted to SPD , OAVS , BBSR / DEO, Deogarh for information and necessary action please.


प्रचार्य/ PRINCIPAL
ओडीशा आदर्श विद्यालय
ओडीशा आदर्श विद्यालय
बुधपाल, देओगढ़, ओडीशा
Budhupal, Deogarh, Odisha

Letter No:-07/Vidyalaya Management & Development Committee(VMDC)

Date-30/06/2022

This is regarding the VMDC meeting of OAV,Budhapal,Deogarh

In accordance to notification number 9717/OAVS/2020 dated-15/12/2020 the VMDC of OAV,Budhapal,Deogarh is re-constituted & reformed & duly approved by honourable Chairperson-cum-DM & Collector,Deogarh.

In this regard the file is placed before the Chairperson-cum-DM & Collector,Deogarh for kind perusal and to fix a suitable date & time for the purpose.

With Profound regards



प्राचार्य/PRINCIPAL
ओडीशा आदर्श विद्यालय
Odisha Adarsha Vidyalaya
बुधपाल, देओरह, ओडीशा
Budhapal, Deogarh, Odisha

Collector, Deogarh.

Collector, Dsm.

Notes above may kindly be perused.
Submitted to fix a suitable
date and time for the VMDC meeting.

Approved as representative
to be fixed.

Sd/OAVS
30.6.22
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