

NIRMAAN VIDYA JYOTI SCHOOL
NEAR GREEN VIEW APARTMENT, LOWER BHANU NAGAR,
SEVOKE ROAD, SILIGURI-734001
DIST. DARJEELING

POWERS OF SCHOOL COMMITTEE :

Subject to over - all control of the Governing body and rules and orders issued by State government, the school managing committee shall have the following powers and perform the following functions:-

- a) Appointment of employees (other than Headmaster or Headmistress and Assistant Headmaster or Assistant Head Mistress);
- b) Confirming, promotion and taking disciplinary action against employees;
- c) Grant of leave other than casual leave to the employees, other than the Headmaster or Headmistress, whose leave will be granted by the Governing Body.
- d) Management and regulation of the finances of the school.
- e) Consideration of the audited accounts and preparation of budget estimates for approval by the Governing Body;
- f) Preparation of Annual Report
- g) Selection of text and other books, introduction of new teaching courses, planning and execution of all schemes for the development of the institution and such other matters, subject to the approval of the Governing Body;
- h) Preparation of list of holidays to be observed in the institution.
- i) Sanctioning of deputation facilities to teachers for the purpose of training where such training is in the interest of the institution;
- j) Framing of rules and regulations regarding attendance and conditions of service including age of retirement, subject to the approval of the Governing Body;
- k) Fixation of rates of fees, fines, etc. and realization of the same for both curricular and co-curricular activities and other purposes relating to the welfare of the students and the institution as a whole.
- l) To appoint teachers and other employees on permanent and temporary basis.
- m) Remove or dismiss teachers and other employees after offering such teachers and employees concerned reasonable opportunity of representing their cases subject to such conditions as laid down here-in-after.
- n) Grant free half free studentship as recommended by State Government and in accordance with the procedure laid down on the basis of merit-cum-means ordinary with consent of head of institution.
- o) Impose minor penalties like stoppage of one to three increments in pay, reduction of pay in time scale and Censare after giving the employee reasonable opportunity of representing his/her case and subject to such conditions as laid down in here-in-after.
- p) Dealing with all other matters in respect of which authority has been delegated to the founder body of the institution.

N. D. Mishra

N. D. Mishra (PRINCIPAL)
NIRMAAN VIDYA JYOTI SR. SEC. SCHOOL
Bhanu Nagar, Siliguri-734001

Sanjeev Singh

Administrator

Administrator cum Manager
Nirmaan Vidya Jyoti School
Bhanu Nagar, Siliguri

NIRMAAN VIDYA JYOTI SR. SEC SCHOOL
RUN & MANAGE BY:- MANOKAMANA EDUCATIONAL TRUST
GREEN VIEW APARTMENT, LOWER BHANU NAGAR, SEVOKE ROAD,
P.O. SILIGURI – 734001

COMPOSITION OF MANAGING COMMITTEE:-

Name	Father/spouse	Designation in SMC	Occupation with address	Residential address	Telephone no.
NARAYAN DATTA MISHRA	LT. RAMKRIPAL MISHRA	MEMBER	Principal NVJS	Shahid nagar, Siliguri	79081-21625
RAKHI DUTTA	BIMAL DUTTA	MEMBER	V.Principal	Baghajatin Colony, Siliguri	74309 - 10980
UTTAM RAI	LT. KALU RAI	MEMBER	Co – Ordinator	Burdwan road , Siliguri	89188 - 42441
SANTOSH SINGH	LT. LAXMAN SINGH	SECRETARY	Business, Gandhi Nagar, Siliguri	Gandhi Nagar, Siliguri	98000 - 12000
MRS. JAYANTI SINGH	LT. LAXMAN SINGH	CHAIRMAN	Chairman , NVJS	Gandhi Nagar, siliguri	94340 - 92000
ANIL SINGH	SMT. RINA SINGH	MEMBER EDUCATIONIST	Business, Prakash Nagar, Siliguri	Prakash nagar, Siliguri	70010 - 09308
SANJEEV SINGH	LT. DINANATH SINGH	ADMINISTRATOR / TREASURER	BUSINESS, GANDHI Nagar, Siliguri	Gandhi Nagar, Siliguri	98000 - 92000
RAMESHWAR PRASAD	LT. DASHRATH PRASAD	MEMBER/ GUARDIAN REPRESENTATIVE	Business, Durga Nagar, Siliguri	Durga Nagar, Siliguri	99333 - 88848
MD. FIROZ	ISHA MOHAMMED	MEMBER/ GUARDIAN REPRESENTATIVE	Imam Of Masjid, Champasari , Silithuri	Champasari, Siliguri	96411 - 55665

Narayan

N. D. Mishra (PRINCIPAL)
NIRMAAN VIDYA JYOTI SR. SEC. SCHOOL
Bhanu Nagar, Siliguri-734001

Saujeed Singh
Administrator cum Manager
Nirmaan Vidya Jyoti School
Bhanu Nagar, Siliguri