

# Report on HMs Conference held at KV Happy Valley, Shillong on 7<sup>th</sup> & 8<sup>th</sup> Sept. 2009

Day I: 07/09/2009

Programme list.

## First Session: Inauguration

1. Reception of the Guests
2. Saraswati Vandana
3. Group Song
4. Group Dance
5. Lighting of Lamp
6. Welcome & introductory speech by Venue Principal
7. Speech by the E.O. Dr. Jaydeep Das, KVS RO Guwahati
8. Speech by the Chief Guest
- 9.

1. **Reception of the Guest:** The Venue Principal Mr. R P Dwivedi along with his enthusiastic team of teachers extended a warm welcome to Dr. Jaydeep Das, EO KVS RO Guwahati, the chief guest professor D. S. Bhattacharjee, Principal North Eastern Regional Institute of Education, Shillong & the HMs of different KVs of Guwahati region.
2. **Saraswati Vandana:** After the welcome of guests, an inspiring Saraswati Vandana was presented by the students of KV Happy Valley, Shillong under the guidance of the Vidyalaya's music teacher Mrs. A. Chakraborty.
3. **Group Song:** It was a patriotic song presented by the students of KV Happy Valley, Shillong.
4. **Group Dance:** A traditional Mizo dance was presented in a fascinating way by the students of KV Happy Valley, Shillong.
5. **Lighting of Lamp:** The Chief Guest of Occasion Pro. D S Bhattacharjee, Principal NERIE, Shillong lighted the lamp. The E.O. Dr. J. Das & the venue Principal Mr. R P Dwivedi facilitated him.
6. **Welcome & introductory speech by Venue Principal:** The Venue Principal Mr. R P Dwivedi introduced the Chief Guest & Dr. Jaydeep Das, E O KVS RO Guwahati. He introduced the agenda of the conference & its objective.
7. **Speech by the E.O. Dr. Jaydeep Das, KVS RO Guwahati:** The E O Dr. Jaydeep Das, KVS (RO) Guwahati region expressed his gratitude to the Chief Guest of the Occasion Pro. D S Bhattacharjee, Principal NERIE, Shillong for sparing valuable moments for being present on the occasion. He invited him for his enlightening speech on the topic "Changing roles of HMs in consonance with NCF 2005".
8. **Speech by the Chief Guest:** The Chief guest delivered his speech on the above stated topic & highlighted the following points:
  - a) NCERT & KVS have a close relationship. There NCERT is like a lab & KVS is like a practical field.
  - b) He inspired the HMs to attain professional growth & understand the expectations of the society & nation.
  - c) He added that the role of HMs in education system is very important as they are the leaders, supervisors & mentors. They can implement strategies & outcomes of the HMs conference at the root level as they are equipped with essential infrastructure i.e. Vidyalaya, learners, facilitators etc.
  - d) He also told about the main features of NCF 2005 & its aims & objectives.
  - e) He also elaborated "the Right to Education bill 2008" and told about the contents of the Bill such as 'free and compulsory education to the children between 6 to 14 years of age.'
  - f) He pointed out that the facilitator should not be obsessed with the burden of exam & result rather they should focus on qualitative improvement of learners.
  - g) He introduced the new methods of teaching & invited the HMs to realize their roles in the changing scenario of Educational world.

## **Second Session: Report and presentation by HM's on the implementation of CMP in the Vidyalaya**

The second session of the conference started after a short tea-break. In this session Dr. Jaydeep Das, EO KVS RO Guwahati, took the feed back from the HMs on the implementation of CMP in their respective schools. He discussed various topics such as celebration of the grand parents day, Childrens day, teachers day, film shows, school level activities/CCA , class library, CAL, free use of photocopiers, cooperation from the Principals, excursion, cluster level inter school competition, supervision methodology & utilization of resources & funds. He gave necessary guidance on each of the above stated topics in detail & asked the HMs to ensure the proper implementation of the CMP in their Vidyalayas as per the expectation of KVS.

**Celebrations at the Vidyalayas:** the E, O. Took the feed back from the HM's and found that various Vidyalayas have not celebrated the Grand Parents day. He emphasized the importance of such celebrations and their role in enabling the teachers to understand the learners background. He insisted that the Teacher's Day, Bal Divas etc. should be celebrated at the Vidyalaya level and the cluster level as per the schedule in a true spirit.

**Film Show:** On taking feedback the EO found that some of the Vidyalayas are not having sufficient space for showing the films to the students. Some of the HMs reported of the disinterest of the students in the films & some of them told that the CDs are not functioning properly. The EO asked the HMs to purchase good educational CDs & to take a feed back after a film show. He also said that the film show & spoken english can go together that can be a great help in language development.

**School level activities/CCA/Inter School Activities:** On discussion the EO found that most of the Vidyalayas are having proper running of School Co-curricular activities. But several schools have not conducted cluster level activities. He emphasized the need of exposure of the budding talents of the children and giving platform to excel them. He also said that primary students should be given opportunity to participate in the cluster, regional & national programmes.

**Class Library:** The EO found that in most of the Vidyalaya the class library is enshrined in the iron boxes & is used very rarely. As an outcome the reading habit, imagination growth, word power, language development, general knowledge etc are badly affected. He asked the HMs to display the books in the class room & ensure easy access to them. He also recommended that the books like Chandamama, Wisdom, Educational comics, Nandan etc can be purchased in multiples & issued to the students after creating curiosity among them.

**CAL/TAL:** After discussion with HMs the EO found that the computers have become just a treasure for the computer labs. Even if they are used, it happens only once in a blue moon. In some of the schools the students are not given proper training to handle them rather simple activities like paint, brush, game etc are taught. He said that the HMs should look into the matter & ensure that the computers should be used as a teaching aid & reading of the text on the screen for long time should be discouraged. He said that if the Vidyalayas do not have a separate computer lab for the primary, it should be developed & availability of the Broadband connectivity should be ensured. He also said that even two broadband connections can be there in one School. He asked the HMs to prepare a time table in which the implementation of block period is insured & to utilize them fruitfully.

**Free use of photocopiers:** Some of the HMs reported that they are not getting proper cooperation from the Principal's side in utilizing photocopiers for making worksheets etc. for the class activities as the photocopier are kept in the Principals Office or in the office. The EO said that the extensive use of the photocopy machine should be done and assured to talk to the Principal's to make the things easy.

**Excursion:** On taking the feed back the EO found that some of the schools do not conduct them as they do not get permission from the Chairman of the VMC or some times the Principal's do not support with the budget, even some times the safety & security points are raised when it come to

excursion. He asked the HMs to conduct it at local level at least. The entire expenditure is to be born by the Vidyalaya itself.

**Supervision methodology/Tools:** After discussion it was concluded that the class supervision/inspection proforma /tool is to be redesigned as it does not reflect all the necessary aspects which should be supervised in a class. He invited the HMs to supervise the classes specifically & also try to ensure the minimum level of learning to take place. He also felt the need of preparation from the HMs side before inspecting the class. The objective of class supervision should not be fault finding rather it should be for the development of teaching learning process. He said that the HMs should be acquainted with the syllabi of each class & each subject of primary classes. The EO assured that very soon a new proforma would be developed and circulated.

**Teachers Diary:** It was found, during the discussion, that the teacher's diary being used by the primary teacher does not reflect all the points as per the need of primary classes. The EO assured to look into the matter & to provide new teachers diary as & when it is prepared. He said that diary writing should not be a formality rather it should reflect the actual planning of the teacher for taking a class.

**Utilization of resources & funds:** The EO desired that the fund & resources provided to HMs should be utilized properly. The wastage & misuse of the fund should be checked.

### **Post-Lunch Session (Third Session)**

In this session the Guest Speaker Professor A K Mishra, Head, Department of Languages & Social Sciences, NCERT Shillong addressed the conference & delivered an enlightening speech on "Reading & Comprehension ". In his speech he highlighted the following points:

1. Reading is the motivated and fluent coordination of word recognition and comprehension.
2. Reading is an interactive process that goes on between the reader and the text, resulting in comprehension. The text presents letters, words, sentences, and paragraphs that encode meaning. The reader uses knowledge, skills, and strategies to determine what that meaning is.
3. Sub-skills of reading:
  - a) Recognizing vocabulary, picking out key words
  - b) Recognizing sentence constituents and basic syntactic patterns
  - c) Deducing the meaning and use of unfamiliar lexical items
  - d) Understanding both explicitly and inexplicitly stated information
  - e) Understanding conceptual meaning
  - f) Understanding the communicative value (function) of sentences and utterances
  - g) Understanding relations within the sentence
  - h) Understanding relations between the parts of a text
  - i) Interpreting text by going outside it
  - j) Identifying the main points or important information and supporting details
  - k) Distinguishing the main idea from supporting details
  - l) Extracting salient points to summarize (the text, an idea etc)
  - m) Selective extraction of relevant points from a text -- basic reference skills
  - n) Skimming for main ideas
  - o) Scanning to locate specifically required information
4. The nature of reading.
5. Reading instruction
6. Word recognition
7. Comprehension
8. Fluency
9. Motivation to read
10. Effective reading instruction

The speech was very effective & the participants felt that it would be very helpful in developing reading skills of the students.

## **Fourth Session**

### **Group forming, discussion on language, textbooks & teaching of language.**

The participating HMs were distributed among the groups & they were assigned the task for developing a proforma for supervision/inspection. In this session the EO discussed elaborately on the development reading skills at the primary level & gave certain tips to develop them.

1. The children should be free to access class room library.
2. A Variety of books such as comics, puzzles etc should be available in the class.
3. The teacher should make the reading interesting by developing curiosity of the reader.

After this he took the feed back from the HMs regarding the HW & CW correction of the primary classes. He suggested that the class work & Home work should be checked thoroughly & the work done in the books should be checked with pencil. In the same session there was a discussion on mathematics teaching of the primary classes. It was found that the most of the learner do not have the clear concepts of basic of maths. They have problem even in four basic operations. The EO asked the teachers to drill the question to develop these competencies & go beyond the textbook. Use of abacus should be done properly. The phobia of math should be abolished from the minds of the students.

At the end of the first day of the conference the EO assigned the task to the groups of HMs as follows:

- a) Group 1: teaching of English/Hindi & their class work & home work correction process.
- b) Group 2: Mathematics teaching, its class work & home work correction process & worksheet preparation.
- c) Group 3: EVS teaching, school infrastructure, computer aided teaching.
- d) Group 4: Development of teaching learning material, celebrations, time table, CCA, excursion etc.

### First Session

On the second day the conference was joined by the following cluster in-charge Principal's & local Principal's

1. Ms. S Toppo, Principal KV New Bongaigaon
2. Mr. Anil Kumar, Principal KV AFS Jorhat
3. Mr. J A Padmanabhan, Principal KV Narangi
4. Mrs. S Kujur, Principal KV EAC Upper Shillong
5. Ms. M G Lamare, Principal Laiktkor Peak
6. Mr. R Ram, Principal KV Kimin
7. Mr. Banerjee, I/C Principal Umroi Cantt

All of the Principals & the EO were given a warm welcome by the Venue Principal Mr. R P Dwivedi & his staff. The morning session started with the discussion on EVS textbooks, their teaching methodology & objectives.

After this there was full fledged discussion on the evaluation process of the primary classes. It was emphasized that the evaluation of a student should be done individually & in his peer group as per his learning level.

Then the EO recapitulated the discussion of the previous day conference & shared the main points of the previous day's discussion with the principals & gave necessary instructions to follow them practically.

### Second Session

In the second session the cluster in-charge Principals presented the report related to implementation of CMP in their cluster with reference to eight point indicators:

1. Mr. J A Padmanabhan, Principal KV Narangi (Cluster In-charge) made a presentation on developing reading skills & habits among the primary students. He gave useful tips to develop them which were appreciated by the participating HMs. He also presented the report on the implementation of CMP in his cluster which disclosed every thing going on smoothly.
2. Ms. S Toppo, Principal KV New Bongaigaon, (Cluster In-charge) said that her cluster does not have proper infrastructure in KV Gwalpara & KV Barpeta even then the CMP is duly implemented.
3. Mr. Anil Kumar, Principal KV AFS Jorhat, (Cluster In-charge) reported that the building of KV Golaghat is at the verge of collapse & has very poor infrastructure. He also said that a number of primary teachers of his cluster do not take keen interest in CMP & teaching learning process as they are going to retire after four or five years. He also said that the Vidyalaya building of KV Jorhat is not having sufficient ventilation & needs some additional maintenance.

### Post Lunch Session

In this session Dr. J. Das EO, KVS RO Guwahati, took the feed back on the implementation of CMP from the local Principals & gave the following important instructions/suggestions to follow seriously:

1. *It is the sole responsibility of the Principals/HMs to implement CMP in spirit using the infrastructure and staff available in their schools.*
2. *For the primary classes there should be separate toilets for boys & girls urgently.*
3. *The toilets should also be cleaned at least twice during the school hours.*
4. *The drinking/potable water must be available & multiple taps should be fixed separately for the primary children.*
5. *Fans, tube lights etc. should be in working condition.*
6. *Black boards of each class should be properly maintained.*
7. *Sufficient material for Games & Sports activities should be made available to the primary students & their participation in the cluster, regional & national level competition should be ensured.*
8. *Regular health checkup of students should be conducted thoroughly & if required the feed back from the parents regarding regular immunization of child can be taken.*

9. *If it is required, Gen set should be purchased to make the Vidyalaya run effectively.*
10. *The Vidyalaya website must be updated in respect of CMP activities.*
11. *If required two broad band connections, one for primary & one for secondary computer lab can be taken.*
12. *A gallery depicting implementation of CMP at Vidyalaya's should be prepared on their school website by 15<sup>th</sup> Sep 2009.*
13. *Some times on the last working day, a half day seminar/workshop of the primary teachers a can be conducted to enhance & asses the CMP in their schools.*
14. *The CMP should be implemented in the Vidyalaya's without violating any of its point.*
15. *Our motto - **Best region in respect of the implementation of CMP & primary education.***

### Final Session

This session witnessed group work, preparation of action plan & open discussion. The EO Dr. Jaydeep Das cleared the doubts of the HMs & explained there queries. The HMs were satisfied & looked enthusiastic about the implementation of CMP. Two of the HMs namely Mr. M K Singh, HM KV Gwalpara & Mrs. Archana Sharma, HM KV NEIRST were invited to express their views on the conference & both of them said that this conference has cleared what actually the CMP is & how it can be successfully implemented. In the last the Mrs. M. Darlong, HM KV Happy Valley, Shillong extended **vote of thanks** & expressed gratitude to Dr. J Das, EO KVS RO Guwahati for selecting the Vidyalaya for the conference & she also thanked the Principals, Guest Speakers, participating HMs of different KVs, her staff & all other members who had extended cooperation to make the conference a success.

### Some facts at a glance:

- ✓ Venue: KV HAPPY VALLEY, Shillong
- ✓ Date: 7<sup>th</sup> & 8<sup>th</sup> Sept. 2009
- ✓ Course Director: Dr. Jaydeep Das, EO KVS RO Guwahat
- ✓ Venue Principal: Mr. R P Dwivedi, Principal KV Happy Valley
- ✓ Venue HM: Mrs. M Darlong, HM
- ✓ Chief Guest: Prof. D S Bhattacharjee, Principal, NERIE, Shillong
- ✓ Guest Speaker: Prof. A K Mishra, HOD, Language & Social Sciences, NCERT, Shillong
- ✓ Participant Cluster In-charge Principals of KVs:
  - Ms. S Toppo, Principal KV New Bongaigaon
  - Mr. Anil Kumar, Principal KV AFS Jorhat
  - Mr. J A Padmanabhan, Principal KV Narangi
- ✓ Participant Principals of local KVs:
  - Mrs. S Kujur, Principal KV EAC Upper Shillong
  - Ms. M G Lamare, Principal Laiktkor Peak
  - Mr. R Ram, Principal KV Kimin
  - Mr. Banerjee, I/C Principal Umroi Cantt
- ✓ Participants( HMs/Senior most PRTs):
  - Mrs. D. D. Seal, H.M., KV, Borjhar
  - Mrs. Abharani Sarma, H.M., KV, New Bongaigaon
  - Mrs. Salma Rahman, H.M., KV, Nagaon
  - Mrs. Bandana Barooah, H.M., KV, Maligaon
  - Mrs. Suman Dutt, H.M., KV, Upper Shillong
  - Mrs. M. Acharya, H.M., KV No 2 AFS Tezpur
  - Mrs. Aruna Sarmah, H.M., KV, AFS, Jorhat
  - Mrs. Indira Sen, H.M., KV, Khanapara
  - Mrs. M. Saikia, H.M., KV, CRPF(GC)
  - Mrs. Pranita Goswami, Sr. PRT, KV, IIT, Guwahati

- Mrs. K.D. Roy, Sr. PRT, KV, AFS, Digaru
- Mrs G.R. Dutta Medhi, Sr. PRT, KV, No. 1, Tezpur
- Mrs. Monideepa Bora, Sr. PRT, KV, Misa Cantt
- Mr. D. B. Limbu, Sr. PRT, KV Lokra
- Md. J.A. Hazarika, Sr. PRT, KV, HPCL, Jagiroad
- Mrs. Meena Gogoi, Sr. PRT, KV, ONGC, Jorhat
- Mrs. Martina Darlong, H.M., KV, Happy Valley
- Mr. M. M. Das, H.M., KV, Narangi
- Mrs. A.D. Borah, Sr. PRT, KV, NEIST, Jorhat
- Mrs. Neena Sharma, Sr. PRT, KV, IOC, Noonmati
- Mr. S.N. Ram, H.M., KV, No. 1, Itanagar
- Mrs. Archana Kumari, Sr. PRT, KV, NERIST, Nirjuli
- Ms. S. Begum, Sr. PRT, KV, Mangaldai
- Ms. Sikha Devi, Sr. PRT, KV, Laitkor Peak
- Mrs. Uma Rani, Sr. PRT, KV, Umroi Cantt
- Mr. U.K. Singh, Sr. PRT, KV, NHPC, Gerukamukh
- Mr. S. K. Jaiswal, Sr. PRT, KV, North Lakhimpur
- Mr. R. Singh, Sr. PRT, KV, Kokrajhar
- Mr. Jeevan Kumar, Sr. PRT, KV, Misssamari
- Mr. G. R. Ahmed, PRT, KV, Panbari
- Mr. SME Toppo, PRT, KV, Kimin
- Mr. Brijesh Kumar, Sr. PRT, KV, No. 2, Itanagar
- Mr. P.K. Meher, PRT, KV, NEHU
- Mr. M. K. Sahu, PRT, KV, Barpeta
- Mr. Vinod Kumar, Sr. PRT, KV, Golaghat
- Mr. M. K. Singh, Sr. PRT, KV, Goalpara
- Mr. K. P. Mannade, Sr. PRT, KV, Dirang
- Mr. M Kishor, PRT, KV, Tenga Valley
- Mr. Sanjeev Kumar, Sr. PRT, KV, Tawang
- Mr. Narayan Dutt, PRT KV, NEPA, Barapani

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