

# **The Mizoram Aided High School and Middle School Management Rules**

MIZORAM

India

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### **Rule**

### **THE-MIZORAM-AIDED-HIGH-SCHOOL-AND-MIDDLE-SCHOOL-MANAGEMENT-RULES-1990**

- Published on 18 January 1990
- Commenced on 18 January 1990
- [This is the version of this document from 18 January 1990.]
- [Note: The original publication document is not available and this content could not be verified.]

The Mizoram Aided High School and Middle School Management Rules Published vide Notification No. B. 13016/7/88-EDN, dated the 18th January, 1990, published in the Mizoram, Extraordinary, Volume 19, No. 5(H), dated 18-1-1990 Last Updated 19th February, 2020 Notification No. B. 13016/7/88-EDN, dated the 18th January, 1990. - Whereas the Government deems it expedient to have a set of rules for the Mizoram Aided High School and Middle Schools Management, the Governor of Mizoram is pleased to make the following rules namely:

#### **1. Short title, extent and commencement.**

(1) These rules may be called the Mizoram Aided High School and Middle School Management Rules. (2) They shall extend to the whole of Mizoram. (3) They shall come into force on such date as the Government, by notification in Official Gazette, appoint.

#### **2. Definitions.**

- In these rules unless the context otherwise requires- (a) "Board" means a Board of Education/Examination to which an Institution is affiliated for the purpose of any public examination conducted by the affiliating Board; (b) "Committee" means the Managing Committee of the institution duly constituted and approved by the Government. (c) "Chairman" means the Chairman of the managing committee. (d) "Department" means the Department of School Education and Human Resources; (e) "Director" means the Director of School Education and "the Directorate" shall be construed accordingly; (f) "Grant" means recurring grants-in-aid for general maintenance of

the institution and includes all financial assistance given on this account to an institution in cash and/or in kind:(g)"Government" means the Government of Mizoram;(h)"Secretary" means the Member-Secretary of the managing committee;(i)"Treasurer" means any one member of the managing committee declared to hold the office by a voted resolution of the committee.

### **3. Management of Government Aided School.**

- Every Government Aided School shall be governed by a managing committee, the constitution of which has been approved by the Director save in cases, where the Government of Mizoram in Education Department allows as an exception under special circumstances.

### **4. Managing Committee of the Government Aided School.**

- Save in cases where the Government of Mizoram in the Education Department constitute a Committee under special circumstances, each managing committee shall consist of the following members, namely:(a)Prominent leader of the locality - Chairman to be nominated by the Director on the recommendation of the District Education Officer in case of High School and Sub-Divisional Education Officer concerned in case of Middle School respectively.(b)President Village Council of the locality - Member if not already nominated as Chairman.(c)Two teacher representatives to be elected from amongst themselves in rotation, each sitting allowed to serve not more than one term at a time - Member.(d)A donor or his representative - Member.Note. - No one shall be deemed to be a donor for this purpose unless he has made a contribution of not less than Rs. 2,500 (Rupees two thousand five hundred) only in cash or in kind in respect of High Schools and Rs. 2,000 (Rupees two thousand) only in cash or in kind in case of Middle Schools. In case such donors are not available a person belonging to the Village/Locality who takes keen interest in the development of School may be nominated by District Education Officer in case of High Schools and Sub-Divisional Education Officer in case of Middle Schools on the recommendation of the Head of Institution.(e)Block Development Officer/Administrative Officer of the Village (in case he was not made Chairman) - Member(f)The guardians' representative elected by parents/guardian of the students attending the school - Member(g)An official of the Education Department nominated by District Education Officer in case of High Schools or Sub-Divisional Education Officer in case of Middle Schools on the recommendation of the institution concerned - Member(h)Headmaster of High School for a managing committee of High School and Headmaster of Middle School for a managing committee of Middle School - Member-SecretaryIf anywhere found necessary, one or two more members (who take keen interest in the School) may be nominated by the Director of School Education from amongst the prominent leaders of the locality concerned.

### **5. Functions of the Treasurer.**

- The managing committee shall select Treasurer from amongst the members. The Treasurer shall keep all the fund of the school in safe custody and ensure proper maintenance of all accounts of the School.

## **6. Term of office.**

- The term of office of the managing committee shall expire after a period of two years from the date of its constitution.

## **7. Dissolution and reconstitution of managing committee.**

- On the recommendation of the District Education Officer for High School and the Sub-Divisional Education Officer for Middle School, the Director may, if satisfied, after due notice and enquiry, order dissolution and reconstitution of the managing committee; provided that this rule shall not apply to a managing committee constituted by the Government under Rule 3.

## **8. Quorum.**

- For all the committee meetings of the managing committee, one-third of the members shall form the quorum in case of a committee with eight members or more and four members shall form a quorum, where a committee is constituted with less than eight members.

## **9. Functions of managing committee.**

(1)The Member-Secretary shall work on behalf of the managing committee and shall receive grants and allotment of funds from the Department and he shall deposit the funds to the Treasurer and maintain full accounts together with the supporting vouchers of any expenditure made therefrom with the approval of the managing committee and furnish utilisation certificates along with the statement of accounts to the authority from whom the grants allotment are received promptly within the period stipulated by the authority.(2)It shall be the duty of the Member-Secretary to ensure that all utilisation certificates and statement of accounts furnished by him in respect of any grants/allotment are duly signed by him and the Chairman of the managing committee.(3)The managing committee shall be responsible for the maintenance of the school building, furniture, and equipments and to arrange for annual internal audit of all the school funds and verification of stock and furniture. These duties may be entrusted to two members of the managing committee, other than the office bearers and teacher-members. If there is no such member in the managing committee, other than the managing committee members competent to take up these duties, it may employ outsiders for the purpose on reasonable payment, if its fund permit.(4)The managing committee shall consider and initiate projects for the all round improvement of the School. It shall also deal with questions of grant of leave to the teachers and other staff and matters of discipline, subject to prescribed rules, the grant to leave other than casual leave and arrangements made till the vacancy should be reported to the District Education Officer/Circle Education Officer for due approval.(5)The Member-Secretary of the managing committee shall submit annual report to the District Education Officer with a copy to the Director of School Education on the general condition and progress of the School and also monthly report of the staff position with their particulars in the prescribed proforma of the Mizoram Aided School Employees Rules.(6)A Building Committee shall be constituted from among the managing committee members consisting of at least four members,

who will in consultation with the managing committee, take up all matters relating to School building construction and see the buildings under construction are properly completed.(7)The Government shall have power to re-adjust membership of the Committee or Institution to bring the same in conformity with the requirements of the affiliating Board in consultation with the authorities concerned.