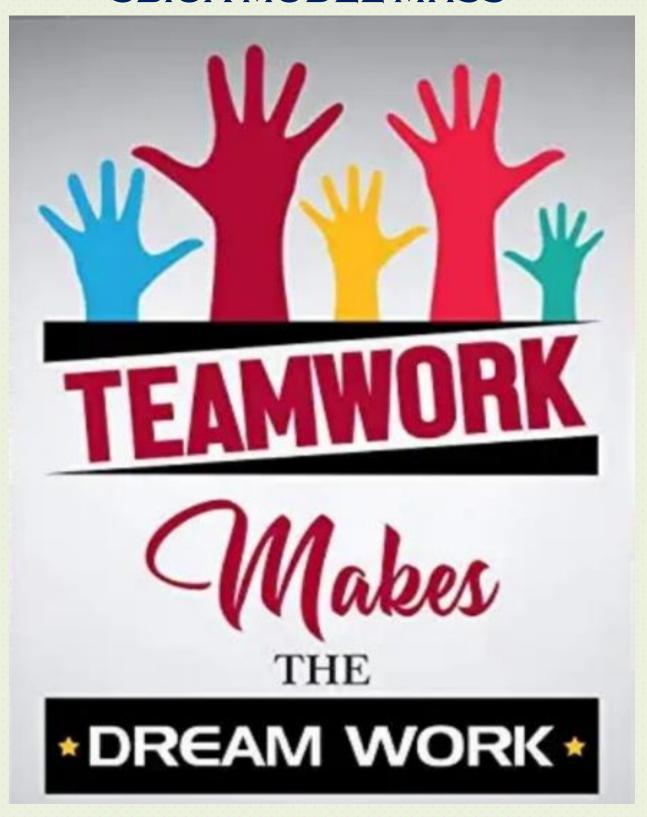
OCTOBER 2020 SBIOA MODEL MHSS



MONTHLY REPORT CONSOLIDATED – OCTOBER 2020

EVENTS

ACADEMIC PROGRAMMES

02.10.2020 - Minutes of the Monthly Meeting held on 02.10.2020 by the Principal

Attended by all the teachers of IX to XII.

Agenda: To discuss the conduct of quarterly exam.

The meeting began with a silent prayer for the departed soul of Mrs. N. Latharani, the history teacher.

- The principal updated everyone the circumstances under which Mrs. Latharani's demise occurred.
- That he had explained to the nearest relative of hers, the procedure for claiming Mediclaim benefits.
- Conveyed her sister's gratitude to all those who had contributed to her family in meeting her medical expenses.
- A few of our students' paintings for the SBIOA Trust calendar needed to be submitted by 5th October and Mrs. Mahalakshmi & Mr. Jayakumar was to coordinate the activity.
- Reg the 1st terminal exam answers to be posted in the group after correction by the teachers.
- Exams are over by 10th, teachers to fill in the subject mark register by 15th October, post in Neverskip by 15th October and it will be sent to parents the same day.
- He advised the teachers to take a few minutes to remind the parents about payment of fees.
- In case a teacher is not able to take a class, a leave letter needed to submitted stating the reason.
- He thanked Mrs. Chitra Umapathy for readily accepting to take up Mrs. Latharani's classes.
- Second term books have been made available by the government and children can collect the books after showing the fee-paid challan.

- ECA meeting has been planned for 5th October and all the executive members have been asked to attend without fail
- Compartment heads & academic supervisors need to observe the classes and submit a report.
- There will be a slight change in the online class schedule which will be intimated later.
- VP & HM briefed about conduct of the exam, evaluation and follow up.



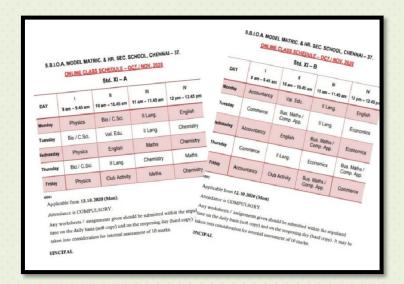
07.10.2020 - The VP Mrs. Rajeswari Vasudevan called for a zoom meeting with Club Convenors & Class Teachers of Std. XI & XII regarding club activity.

MINUTES OF THE MEETING HELD ON 07.10.2020

- A meeting was convened by the Vice Principal on 07.10.2020 (Wednesday).
- The following points were discussed in the meeting.
- It has been proposed to start the II Term Club Activity for Std. XI and XII students in the following week.
- Club Activity in charge teachers have to prepare the action plan for their respective group.
- Club Activity students should be selected based on their interest.
- Action Plan should be prepared for five weeks.
- Club Activity is being scheduled on every Friday at 10.00 a.m.
- The scheduled id should be sent every Thursday evening.
- Class teacher should convene a meeting regarding Club Activity and instructions to be given.

- Importance of the club activity should be insisted. Attendance is compulsory as 2 marks added in Internals as per the government norms.
- It has been decided to start the Club Activity from 16.09.2020.
- It should be planned properly and executed well.
- G.K Quiz should be based on the Current affairs, Abbreviation etc.
- The special talents of the students should be uploaded in the website. It can be sent in the WhatsApp group also.
- Students should be included in the group.
- After every class attendance should be sent in the group itself according to class wise.
- New timetable is sent in the WhatsApp group for class XI and XII.
- Time table and Action plan format will be sent in the WhatsApp group for Club Activity.
- The meeting came to an end on a positive note.

09.10.2020 - The VP posted the new timetable for online classes w.e.f 12.10.2020.



15.10.2020 - All staff members attended school at 8:30 AM:

- ✓ Principal conducted a staff meeting.
- ✓ All staff members paid homage to the departed soul of Mrs. Latharani by observing silence for 2 minutes.
- ✓ The Principal appreciated the good work done by all the staff members during the entire first term.

- ✓ He appreciated all the non-scholastic teachers for their follow up work of fee defaulters.
- ✓ He also announced changes in the compartment which was done
 for administrative purpose.
 - Std I V Mrs. M.V. Mahalakshmi
 - Std VI X Mrs. Christina Padmini Philip
 - Std XI XII Mrs. Rajeswari Vasudevan
- ✓ Teachers were asked to follow up with the fee defaulters during the online classes.
- ✓ He again thanked the benevolent management for paying the full salary.
- ✓ He appreciated staff association member Mr. Harihara Subramanian for the good coordination done with the family of Mrs. Latharani after her demise.
- ✓ He also appreciated the service staff for the excellent sprucing up
 of the premises.

EXTRACURRICULAR EVENTS

20.10.2020 - The Principal was happy to inform that Jyotsna.L of XI A of our school participated as a delegate in IMUN (International Model United Nations) conference conducted on 17-18 th Oct. and has been selected as Campus Ambassador Intern of IMUN.

She will get the privilege of getting admission in any University in the Globe, as per her choice.

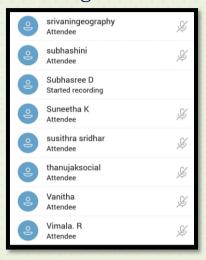
The Principal wished the best in all her endeavours.



SEMINAR

10.10.2020 – Mrs. R. Vimala attended a webinar on "Cloud Services in the Educational Field" on 10.10.2020 organised by Beta Technologies. The following points were discussed.

- ✓ Current Trends in Cloud Computing.
- ✓ Why cloud computing is needed for Educational service?
- ✓ How to secure your data using cloud.



31.10.2020 - NIIT, Annanagar conducted a webinar on Python Programming concepts. Mrs. Radha Suresh, Academic Supervisor-Dept of Computer Science, Mrs. R. Vimala, Teaching Asst-Dept of Computer Science along with the Computer Science students of Std 11 and 12 attended the workshop.



CIRCULARS & ONLINE MEETINGS

05.10.2020 - PRINCIPAL WISHED THE TEACHERS ON THE WORLD TEACHERS' DAY

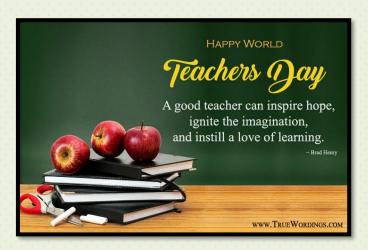
According to UNESCO, the World Teachers Day is held annually on October 5 since 1994.

The day is co-convened in partnership with the UNICEF, ILO and Educational International.

The day is observed to celebrate the teachers all over the world and appreciate their efforts and influence on a child's life and education.

This year, in 2020, the World Teachers day theme is 'Teachers: Leading in crisis, reimagining the future'.

The theme is completely apt with the current situation where the teachers all over the world are stepping up and taking all the measures they need to make sure that they are able to teach the students from home itself.



06.10.2020 - Principal sent the following circular regarding fee collection

IMPORTANT

Dear Staff

You are asked to contact the parents who are yet to pay the I instalment of the school fee (2020 - 2021). C.H.s are asked to allot the non class teacher to assist the CT, where the number of defaulters are more.

Speak to parents and inform the following:

- (1) Pay the I instalment of the school fee and collect the books and notebooks.
- (2) In case of any further clarification or difficulties let them come to school tomorrow or Thursday from 9 am to 3 pm to meet the C.H.s and Principal.

Note that we have to compete this process by Friday and make sure all the parents have paid the I instalment fees by 10.10.2020.

Do it with utmost sincerity and handle every single parent carefully with due respect.

07.10.2020 - The principal sent a circular to parents of all classes to collect II volume & II Term books from the bookshop from 08.10.2020 to 15.10.2020 by producing the first instalment fee paid challan.

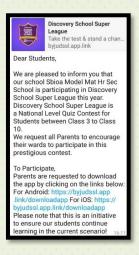
08.10.2020 - As the school has to send a painting by the students to be printed in the Trust calendar for 2021 the Principal asked the teachers to choose from the following:



13.10.2020 - The Principal informed all the parents to collect the original mark sheet of Std XII board exam 2020 from the school library on 14.10.2020.

14.10.2020 - The Principal sent a circular to all staff members to attend the school to fill up the first terminal exam marks in the subject mark register and class mark register, to attend a compartment and department meeting and for analysis of Std X board exam results.

19.10.2020 - The Principal was pleased to inform that the school is participating in Discovery School Super League this year which is a national level quiz contest for students between Std III to X.



21.10.2020 - The Principal shared the information from the Secretary & Correspondent Mr. R. Balaji about the decision taken in the management committee meeting that all staff members who complete 58 years of age would be relieved at the end of the month in which their birthdays fall.

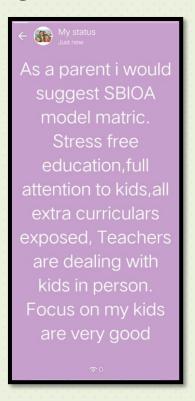
21.10.2020 - The Principal sent a circular to Std XI parents to collect the original marksheet from the school on 23.10.2020.

22.10.2020 - The Principal informed all staff members that admissions are open on VIJAYADASAMI (26.10.2020 Monday) and he asked the them to pass on this information to their friends & relatives to enable muster additional admissions.



He also requested all staff members to set the above image as their class WhatsApp group's profile photo.

22.10.2020 - He shared a message from a parent appreciating the Principal for leading many a change in the school and the Principal dedicated it to the untiring efforts of all staff members.



22.10.2020 - The Principal shared the following circular from The Hindu Tamil Daily and encouraged the students to participate.



27.10.2020 - The Principal announced a QUIZ Contest for the Std VI-VIII students.

27.10.2020 - The Principal requested all staff members & students to present by 09.11.2020 a cover design for the school diary based on the UN resolution, as is customary. The resolution of the United Nation for the year 2021 is "International Year of Trust and Peace."

29.10.2020 - The Principal shared the details of Indiannica Quiz League 2020 - a multi-platform, mass-participative, nationwide general knowledge contest for students of classes 6 to 8.

29.10.2020 - The Principal shared an article published in The Hindu about helping the dyslexic children up on their feet.



31.10.2020 - The Vice Principal shared a special timetable for Saturday for classes Std XI & XII.

