

SEPTEMBER 2020
SBIOA MODEL MHSS



TEAMWORK

Makes

THE

★ **DREAM WORK** ★

MONTHLY REPORT CONSOLIDATED – SEPTEMBER 2020

EVENTS

ACADEMIC PROGRAMMES

01.09.2020 – Minutes of the Review Meeting held with the Correspondent, teachers of Std XI & XII

The Principal convened and welcomed the Correspondent and all the teachers .

Agenda: To analyse and review the results of Std XI and XII.

- The Principal congratulated all the staff for the excellent results produced in the standards XI & XII and its' analyses and documentation.

- To discuss about a proper plan to rectify the lacunae faced last year.

- He also appreciated all the teachers for the conduct of online classes for the month of March which has resulted in the timely payment of fees.

- he appealed to the teachers to come up with constructive ideas and plans to improve the overall performance of the students, given that there is always scope for improvement.

- The VP read out the outstanding marks, teacher-wise, class-wise performance, staff-children performance, comparative study of the results of the past 4 years.

- The Correspondent Mr. Thamizhvendhan addressed the gathering.

- He appreciated the good work of all the teachers in spite of the constraints they have.

- He advised that the plans should take into consideration the pandemic situation.

- He also discussed about the good aspects of the new education policy that is expected to be announced.

- He also understood the problems faced by the teachers in coping up with the present generation and appealed to everyone to work as a team.

- He reminded that the teachers play an important role in the life of a student.
- He encouraged the teachers to talk about their individual performance and express the problems faced by them and the solution for the same.
- He expected the teachers to assure the management that the results will improve every year.
- The vote of thanks was proposed by the Principal.



01.09.2020 - MINUTES OF THE MEETING ON 01.09.2020

A meeting has convened by the Vice Principal on 1.09.2020 (Tuesday).

The following points were discussed in the meeting.

- The Quarterly exams will be conducted for Std. IX to XII from 28.09.2020 to 09.10.2020.
- Teachers were asked to keep fifty percent portions for the exam.
- The portions to be sent to the class teachers.
- It was decided to set two question papers each for 25 marks with Subjective and Objective type questions.
- The teachers were asked to type the question papers which are error free.
- The teachers were asked to conduct remedial classes before the exam to obtain better results.
- The meeting came to an end on a positive note.

09.09.2020 – VP posted I terminal exam schedule for Std IX, X & XII and assessment schedule for Std XI.

09.09.2020 –

Minutes of the Meeting held on 09.09.2020 conducted by the VP Mrs. Rajeswari Vasudevan.

Attended by all the teachers of IX to XII.

Agenda: To discuss the conduct of quarterly exam.

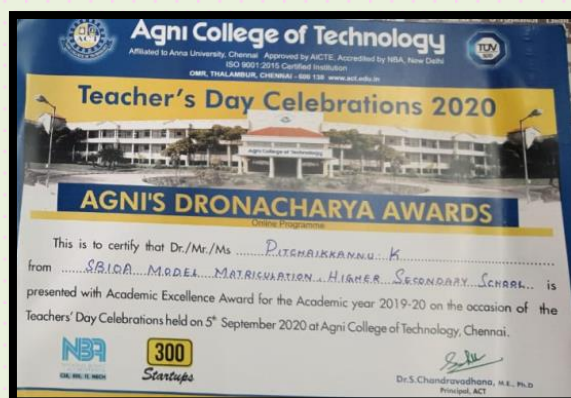
The meeting began with a silent prayer.

- Quarterly exam timetable to be posted in the class group with proper instruction.
 - The timetable is planned with sufficient time for revision.
 - The remedial classes should be conducted the previous day of the exam with proper revision.
 - Minimum pass mark of 50% to be conveyed to the students.
 - Question paper should be set for 50 marks following 50% of the board exam pattern.
 - The question paper should be set in word format, mailed to academic supervisors for checking.
 - The A/S will in turn send it to the VP's mail id with subject.
 - On the day of the exam the VP will send it to the personal WhatsApp of the teacher in pdf form.
 - It has been decided to start adopting Google Classroom.
 - Mrs. Sangeetha, Mrs. Anuradha. R and Mrs. Radha Suresh have been asked to guide the other teachers on its usage on Saturday.
 - On the same day completion and submission of the question papers should be done.
 - Mark sheets should be submitted to the class teacher only, who will send it to the VP and it will finally be posted only in Never Skip.
 - The names of habitual absentees to be given to the VP who will in turn give them to the PET teachers for ascertain the real reason by visit to their homes.
 - The teachers were to asked to post the online class id and password before 4 PM.
 - Std XI 1ST internal assessment timetable should be posted in the class group with proper instructions.
- Finally, she ended the meeting in a positive note expecting that we will have a better result over all.

12.09.2020 – The principal shared the link for “CIT’s Best Teacher Award 2020” function where Mrs. Radha Suresh received an award.



12.09.2020 – He also announced that Mrs. M.V. Mahalakshmi, Mr. K. Pitchaikannu, Mrs. Radha Suresh, Mrs. Kugapriya, Mrs. Hemalatha Venkatesh were honoured with a Best Teacher Award by Agni College of Technology.



12.09.2020 - MINUTES OF THE MEETING ON 12.09.2020

A meeting has convened by the Vice Principal on 12.09.2020 (Saturday).

The following points were discussed in the meeting.

- Meeting started with silent prayer.
- Google classroom has to be created for all the subjects.
- Using Google classroom teacher has to do the paper correction.
- The Google Classroom must be created for the subject immediately which would be checked by the Vice Principal.
- Class Teacher should collect the files from the Vice Principal.
- Class Teacher must take out a printout of Name list, Attendance for 3 months and Logbook and put it in the file.

- Class Teacher must take a printout of the previous exam marks statement and put it in the file.
- Subject Mark Register will be issued to all the subject teachers later.
- Make a list of the Long Absentees of the respective class and record it in the register.
- Long Absentees students' phone number and address must be given to Mr. Parry Department of Physical Education.
- Mrs. Christiana Padmini Philip would be the Question Paper incharge for science.
- Set the question paper as per the government pattern.
- Do not post the question paper and marks in the group.
- Inform the fee defaulters to pay the fees before the end of this month.
- Requirements needed before students entering the school are
 - Attendance Register
 - Time Table
 - Allotment
 - Log Book
 - Subject Mark Register
 - Report Card
 - Teaching Notes
 - Duster

Meeting ended with the Positive note.

24.09.2020 -

Minutes of the Meeting held on 24.09.2020 by the VP with teachers of Std XI to XII

Agenda: Quarterly Exam

The meeting started with a silent prayer.

- Since 80% of the students are using mobile phones, invigilating the students during exam is cancelled.

- All the teachers have been asked to conduct zoom meeting on 26.09.2020 to give general instructions regarding I term exam and I assessment for XI.

- The schedule of the meeting – Std X & XII at 8:00 AM, Std IX and XI

at 9:00 AM.

- Teachers to ensure that all the student have the timetable.
- The meeting id should be sent according to the timetable.
- The teachers should insist the students to write the date subject name roll-number page number on the answer script.
- Teachers should also plan the revision according to the remedial and brain storming session.
- Question paper will be posted in the Google Classroom ten minutes before the exam.
- The exam will be for 1-1/2 hours and 15 minutes extra time will be provided to scan and upload.
- Evaluation of the answer scripts should be done within 5 days.
- Students should be informed that 50% is the pass mark.
- Students should be insisted to write honestly and the parents may be requested to monitor while they write the exam.
- Students should upload the answer paper with their parents' signature.
- After the general instructions by the class teachers to the students the subject teachers can plan the revision according to the timetable.
- It was decided not to send the corrected papers to the students immediately after the exam.

EVENTS AND HAPPENINGS

02.09.2020– Teachers’ Day celebration plans – delegated responsibilities to staff association office bearers – selection of gifts.

- duty roster for Teachers’ Day was posted.

Report of the program held on the occasion of Teachers’ Day on 5th September 2020 at the school premises

The program began with Thamizh Thai Vaazhthu.

- The Principal extended a warm welcome to Mr. R. Balaji the Secretary & Correspondent, Mr. Thamizhvendan, Correspondent (Model), Mr. J. Jeeva, Management committee member, Mr. Rajaram, Correspondent (Matric), Mr. Ravichandran, Former Correspondent, Mr. Sivaramakrishnan, Trust member, Mrs. Jagadeeshwari, PTA President, Mrs. Shanthi, Management committee member.

- He wished everyone a Happy Teachers’ Day

- He addressed Mr. Balaji as a perfectionist, a Teacher for all teacher as he conducts seminars for teachers regularly. Besides, Mr. Balaji has a special affection towards Model School not only as a past correspondent but also having understood the difficulties faced by the teachers. He has confidence and faith in all the teachers in delivering results

- He referred to Mr. Thamizhvendan as the backbone of Model school who spearheaded the welfare activities of the school

- He thanked all the members of the management committee for the guidance and support.

- The auspicious lamp was lit signalling the start of the program and everyone waved a candle highlighting the motto of SBIOA TRUST – “To Educate and Illuminate”.

- The correspondent Mr. Thamizhvendan, felicitated the teachers and non-teaching staff for the excellent results and urged them to keep improving.

- He pointed out that the Teachers’ Day was an occasion for both, the students to appreciate the efforts of the teachers and the teachers to receive the appreciation as an award.

- He referred to a teacher as a person full of enthusiasm, care,

educating the students the value of life, source of inspiration and a pillar of strength. A good teacher will be remembered by everyone.

- Mr. Jeeva, Management committee member, in his felicitation wished everyone a Happy Teachers' Day and expressed his happiness as he himself was a teacher. Nothing can replace the role of a teacher, be it the online or physical classroom. The teachers are nation builders, can mould students to bring a very good social status to our country.

- Mrs. Jagadeeshwari, PTA President in her felicitation expressed that the teachers were like a candle giving out light even though they consume themselves.

- Mrs. Shanthi, Management committee member, wished everyone and appreciated everyone for the smooth conduct of the online classes during the pandemic situation. She referred to teachers as ladders who helps the students climb the ladder of life while they themselves are grounded. She requested all the teachers to strive hard to make the SBIOA flag fly high.

- The captain of the ship Mr. R. Balaji, the Secretary & Correspondent, appreciated all the teachers for their good work. He recollected the history of Teachers' Day and remembered Shri. Sarvepalli Radhakrishnan who rose from a distinguished teacher to the President of India.

- He also referred to Dr. A.P.J. Abdul Kalam recalling how his teacher Mr. Siva Subramani Iyer took them to the sea shore to explain the concept of flight of a bird. He also recollected the incident when the king of Oman received in person when the Vice President Dr. Shankar Dayal Sharma visited Oman. The respect was accorded not because he was the Vice President but because he was also a teacher to the king when he studied in India. Such is the glory of the position of a teacher. He mentioned the path breaking reform in the field of education by Thiru. Kamaraj.

- He advised the teachers to streamline the mindset of the students, analyse and move forward. He also thanked PTA for their consistent contribution to the welfare of the school

- Mr. Sivaramakrishnan, Trust member wished everyone on the occasion of Teachers' Day and expressed his willingness to help all the teachers in their banking activities in the branch

- All present were felicitated with a gift from the Trust.
- Variety entertainment:
- Mrs. Subhashree Suresh - Welcome dance and Fusion dance
- Tamizh speech – Mr. P. Arivazhagan
- Special song – Mr. Jayakumar
- The Staff Association secretary Mr. P. Arivazhagan proposed the vote of thanks in conclusion of the meeting.



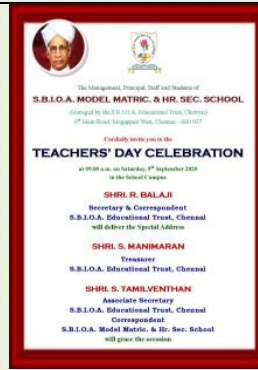
CIRCULARS & ONLINE MEETINGS

02.09.2020 - Circular regarding assessment of students by Rungila Youth Platform for Cognitive Development, Natural Talents, Career Planning and Guidance, an Artificial Intelligence online platform.

- circular insisting to follow format for Log posted.



03.09.2020 – Teachers’ Day celebration invitation posted.



04.09.2020 – Circular updating preparations for Teachers’ Day celebration.

05.09.2020 – The Principal wished the teachers on the occasion of Teachers’ Day and passed on the greetings of the management committee of SBIOA Educational Trust.

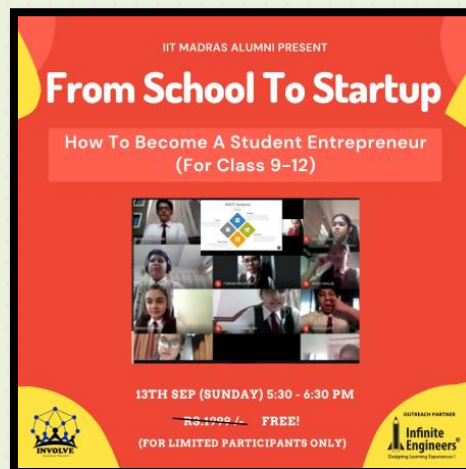
05.09.2020 – The principal thanked all the parents and students for their greetings and all the members of various committees for the smooth conduct of the function.

07.09.2020 – List of fee defaulters was given to teachers through CHs for follow up with the parents.

08.09.2020 – VP forwarded the circular regarding Kalvi ArivuDhinam (08.09.2020).

08.09.2020 – The principal urged all the teachers to upgrade their skills in using technology to deliver education.

13.09.2020 – From School to Start-Up circular was shared by the principal addressed to Std IX – XII.



14.09.2020 – BYJU’S quiz competition was posted where the prize

was a trip to NASA.



15.09.2020 – The principal shared the GO about cancellation of online classes from 21st to 26th September.

16.09.2020 – The principal shared a news item mentioning that 97% of NEET questions were from TN text books (image of the link – to be sent to Vimala).

17.09.2020 – The Principal instructed all CHs and ASs to submit the observation report in the format provided by 21.09.2020.

- The CHs were asked to ensure the cleanliness of their respective floors with help of the service staff and file a report by 21.09.2020.

18.09.2020 – The Principal shared a circular reg webinar series on attributes of an outstanding teacher by Prime Academy.

- Teachers were asked to post in their WhatsApp group about the cancellation of online classes from 21.09.2020 to 25.09.2020 as the GO.

23.09.2020 – The principal sent a circular regarding fees defaulters and collection and asked the teachers to remind the parents to pay before 30.09.2020.

24.09.2020 – GO regarding reopening of Std X, XI & XII was posted.

26.09.2020 – The principal regretfully informed that Mrs. Latharani was admitted in hospital in a critical condition.

29.09.2020 – Mrs. Girija, A/S Dept of Humanities and Mrs. Chitra


Umapathy were reassigned the classes of Mrs. Latharani consequent to her sudden demise.

- The GO regarding reopening of schools has been temporarily withdrawn.

OBITUARY

29.09.2020 – The principal announced with deep regret that Mrs. N. Latharani was no more. The principal also shared the information on where and when to pay homage to the departed soul.



The image features a quote by John F. Kennedy centered on a background. The background is a composite image: on the left, the stripes and stars of the American flag are visible; on the right, a sunset or sunrise sky with soft clouds is shown above a field of tall grass. The quote is written in a bold, white, sans-serif font.

**“AS WE EXPRESS OUR
GRATITUDE, WE MUST NEVER
FORGET THAT THE HIGHEST
APPRECIATION IS NOT TO
UTTER THE WORDS, BUT
TO LIVE BY THEM.”**

- JOHN F. KENNEDY