

Minutes of the meeting of the **District Level Steering-cum-Monitoring Committee, Khowai District (Mid-day-Meal)** held on 27th April '13 at 3.30 P.M in the Conference Hall of DM & Collector

After detailed discussion, the following actionable points were finalized:-

1) Food Grains availability:-

The availability of food grains at various schools should be monitored monthly by the District Education Officer himself and report should be collected from not only I/S Teliamura and Khowai but also I/S Harrepkwar and Tulasikhar. This shall prevent recurrent of the incident in case where D.O.s were not issued for 3 months straight in the case of ADC schools of Mgk Block by SDM, Teliamura. Action shall be taken against the responsible officer after due enquiry.

2) Drinking Water :-

Schools which require repair maintenance of drinking water sources are to report the same on weekly basis to the Executive Engineer, DWS. MIS for this purpose is being developed by the District Administration also which shall help in more responsive and quick monitoring systems.

3) School Inspections :-

Monthly inspection format shall have to be re-formulated so that the coverage of school by inspections can be monitored. It was proposed that the monthly target should be fixed so that Dy. I/S can complete one inspection of schools under their jurisdiction within one month time and I/S can complete one inspection for all schools under his jurisdiction within 3 to 4 month. District Education Officer shall issue a memo in this regard and prepare a format which captures the above details.

4) Health Check up :-

CMO confirmed that 40 nos. Doctors under the District can dedicate 4 days each month for attendance in Health Camps for school. This means that 160 nos. of Health camps can be covered by doctors each month. DEO should ensure that 160 Village Health and Nutrition Days are selected for the month of June in such a way that atleast children of the nearby schools are covered under Health Camps. DEO shall instruct school headmasters to ensure full attendance of the students with health cards. The selection of the Camp shall be made from the pre-determined 3 month schedule of VHND and should be shared with CMO Khowai so that he can direct doctors to attend these VHNDs on priority. DEO should ensure that not more that at least 200 children are tagged to each health camp. At this rate 50% schools are expected to be covered within June. DEO should ensure communication with headmasters and CMO as directed above within 15th of May.

5) Salaries of Cooks:-

I/S Teliamura and Khowai reported release of salaries for Cooks for January to March was made only in the month of March. I/S Harrepkwar and Tulasikhar informed that sanction has been received very late and therefore, the salaries are yet to be paid. Education Department in the TTAADC should look into the matter so that salaries of cooks are released timely.

OTC

[Signature]

6) Attendance of Children :-

It was observed that inspite of Mid-day-meal serving a incentive, children are not attending school, specially in the tribal belts. The following steps shall be taken in this regard.

- (a) DEO shall list schools which reported **less than 50%, 50% to 75% and 75% to 100% attendance on monthly basis**. I/S shall be instructed that he himself or Dy I/S shall call a meeting of the Village Education Committee and School Managing Committee and Mother Teacher Association within 20 days on receipt of such report and address the problem. This list shall be put up every month to the Chairman of the **Steering-cum-Monitoring Committee** so that improvement from last month can be monitored. This list should be prepared block wise so that it can be shared with the Block level PRI bodies itself. The first report for attendance for the month of April should be compiled and sent before the 15th of May.
- (b) DEO shall re-circulate the **memo for displaying the number of students in each class (secret figure of boys and girls against the total strength) for the day on the right hand side top corner of the Blackboard every day**. This shall prevent over reporting of attendance.

7) Cost of Egg :-

Since the market price of egg is very high as compared to the estimated cost for Mid-day-Meal, many schools (specially the ones with lesser strength) are not able to manage serving egg twice a week. The matter shall be taken up with higher authority.

- 8) District Education Officer should establish his office in Khowai district headquarters and should be available in the Headquarters for atleast 3 days in a week. A proposal for this shall be sent to the department.

9) Administration of IFA tablet :-

District Education Officer reported that IFA tablets were available for the coming four month. However, he shall ensure that availability of IFA is taken up with Health Department from the month of July onwards. DEO was also instructed to circulate memo to all schools to ensure that children take the weekly dose in the presence of the teacher and the tablets are not giving to the students in advance to be taken at home.

10) Eye check up :-

Due to the shortage of Ophthalmological Assistants, the eye check of all schools cannot be completed in a short time. However, Sr. Deputy Magistrate, Khowai shall prepare Action Plan so that all Schools children can be covered under the eye check up within a short time.

The meeting ended with thanks to all.


(Tanusree Deb Barma, IAS)
District Magistrate & Collector,
Khowai District

GOVERNMENT OF TRIPURA
OFFICE OF THE DM & COLLECTOR
KHOWAI DISTRICT : TRIPURA

No. 3696-99 /F.VII(92)DM/KH/GL/Mid-day/12

Dated , 29th April, 2013

To
All Participants / Members

Copy to :-

- 1) P.S. to the Chief Secretary, Tripura
- 2) The Principal Secretary to Chief Minister, Tripura
- 3) The Principal Secretary, Education (School) for kind information.
- 4) The Director, Education (School) Department.


24/5/13
District Magistrate & Collector,
Khowai District