

Government of Madras.

EDUCATIONAL DEPARTMENT.

note with file

Recd.

Enclosures

1912.

Regd.

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db

G.O. No. 387, 4th May 1912.

DESPATCHED

Government girls' school, Cannanore.

Sanctioning the employment of an additional assistant on Rs. 80—4—100 in the — and the raising of the pay of the headmistress from Rs. 100—5—125 to Rs. 125—5—150.

BACK PAPERS.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

FURTHER PAPERS

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

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GOVERNMENT OF MADRAS.

EDUCATIONAL DEPARTMENT.

READ—the following papers:—

I

G.O. No. 360, Educational, dated 21st June 1910.

ABSTRACT.—Sanctioning the proposition statement for the revision of establishment of the Government girls' school, Cannanore, and the employment of a Malayali munshi on Rs. 20—1—25 in the school with effect from 1st March 1911 and 1st July 1910 respectively

II

Letter—from the Hon'ble Mr. A. G. BOURNE, D.Sc., F.R.S., C.I.E., Director of Public Instruction.

To—the Secretary to Government, Educational Department.

Dated—Madras, the 28th March 1912.

No.—Ref. on Cur. 159.

I have the honour to request that you will be so good as to obtain the sanction of Government, with effect from 15th June 1912, for the employment of an additional assistant on Rs. 80—4—100 in the Government girls' secondary school, Cannanore, and for raising the pay of the headmistress of the school from Rs. 100—5—125 to Rs. 125—5—150.

2. Until June 1911 the highest form in the school was the fifth, but since then a sixth form has been opened. There is at present one pupil in this form, but the headmistress expects that there will be at least five pupils in June next when the school re-opens after the summer vacation.

From the marginal entries which furnish particulars of the present strength of the several classes in the school and their probable strength in June next it will be

Standard or form.	Present strength.	Probable strength in June 1912.
Infant	13	13
First	16	14
Second	20	18
Third	17	21
Fourth	22	22
First form	11	14
Second form	6	7
Third form	7	10
Fourth form	7	8
Fifth form	6	5
Sixth form	1	5
Total	126	137

observed that there are at present eleven classes in the school, but leaving the headmistress out of account the staff consists of nine assistants only; consequently the headmistress, who is mainly responsible for the supervision and administration of the school, has been obliged to devote 17½ hours per week to tutorial work and that she has little time for effective supervision. The Inspectress considers therefore that the appointment of another lady graduate, who will be designated first assistant, will give the headmistress the much needed relief and suggests a salary of Rs. 75—5—100 for the post; but as the pay of the present first assistant is Rs. 70—2—80, the minimum pay of the new graduate assistant should, I think, be Rs. 80.

3. The Inspectress further suggests that the pay of the headmistress be raised from Rs. 100—5—125 to Rs. 125—5—150 so as to be uniform with the pay of headmistresses in the Government Hobart school and the Government training schools for mistresses, Coimbatore and Rajahmundry, and so as to prevent the headmistress from seeking a transfer for the sake of the increase of pay to any of the three latter posts or to a sub-assistant inspectress. The present pay of the headmistress was fixed when the highest form in the school was the fourth and the fifth form was about to be opened. As the school has since developed itself into a complete secondary school with a prospect of having five pupils in the sixth form and as it is hardly possible to retain a suitable lady graduate at the head of the school on the present scale of pay, I strongly support the recommendation of the Inspectress.

4. I shall submit the necessary re-appropriation statement for meeting the extra charge on receipt of the final issue of the Civil Budget Estimate for 1912—13.

Order—No. 387, Educational, dated 4th May 1912.

The Government sanction, with effect from the 15th June 1912, the employment of an additional assistant on Rs. 80—4—100 in the Government girls' school, Cannanore, and the raising of the pay of the headmistress from Rs. 100—5—125 to Rupees 125—5—150.

2. This sanction will be registered as No. 47 of 1912—13.

3. The re-appropriation statement promised by the Director of Public Instruction is awaited.

4. The Director's letter should have been submitted through the Accountant-General.

(True Extract.)

T. E. MOIR,
Ag. Secretary to Government.

To the Director of Public Instruction.
,, Financial Department.

EDUCATIONAL DEPARTMENT.

NOTES CONNECTED WITH G.O. No. 387, EDUCATIONAL, DATED
4TH MAY 1912.

[SUBJECT.—*Appointment of an additional assistant in the Government girls' school, Cannanore, and the raising of the pay of the headmistress.*]

Previous papers :

G.O. No. 692, Educational, dated 3rd October 1908.
" " 546 " " 5th " 1909.
" " 360 " " 21st June 1910.
" " 437, Financial " 31st August 1911.

From the Director of Public Instruction, dated 28th March 1912, No. 159.

Prior to 1908 the Government girls' school at Cannanore was of the elementary grade. Since its conversion into a secondary school its staff has been strengthened by the appointment of four teachers. Two teachers, one on Rs. 75 and the other on Rs. 50, were appointed in January 1909; a headmistress on Rs. 100—5—125 was appointed in January 1910; a Malayalam munshi was appointed with effect from 1st July 1910, and the scale of pay of the whole staff was re-organized with effect from 1st March 1911.

2. The teaching staff of the school consists at present of—

					RS.
G.O. No. 360, Educational, dated 21st June 1910.	One headmistress ...	...	...	...	100—5—125
	One first assistant ...	...	...	...	70—2—80
	One second " ...	...	...	...	50—2—60
	One third " ...	...	...	...	50—2—60
	One fourth " ...	...	...	...	40—2—50
	One fifth " ...	...	...	...	30—1—35
	One sixth " ...	...	...	...	25—1—30
	One seventh " ...	...	...	...	25—1—30
	One eighth " ...	...	...	...	20—1—25
	One ninth " ...	...	...	...	15—1—20
	One Malayalam munshi ...	...	...	...	20—1—25

Excluding the headmistress and the Malayalam munshi there are only nine assistants to teach eleven classes which it is expected will soon increase in strength. The Director of Public Instruction therefore recommends the employment of an additional assistant on Rs. 80—4—100 and the raising of the pay of the headmistress from Rs. 100—5—125 to Rs. 125—5—150.

3. The necessity for the appointment of an additional assistant appears to have been clearly made out. As regards the pay of the headmistress, the Inspectress

recommended in 1909 a pay of Rs. 150—200, but the Director then considered (paragraph 3 of his letter, dated 30th August 1909, on page 2 of G.O. No. 546, Educational, dated 5th October 1909) that a salary of Rs. 100—5—125 should suffice at any rate until the school developed into a complete secondary school with the sixth as the highest form. In view of the importance of the school and of the fact that it has now developed into a complete secondary school, the pay of the headmistress may, it is submitted, be raised as recommended by the Director of Public Instruction.

If the employment of the additional assistant on Rs. 80—4—100 is sanctioned, there should obviously be sufficient difference between the first assistant's pay and that of the headmistress. Please compare the Honourable Member's note, dated 28th September 1909, on page 3 of Notes with G.O. No. 546, Educational, dated 5th October 1909. It seems, therefore, necessary to start the headmistress on Rs. 125 as proposed by the Director of Public Instruction.

C.R.—19-4-12.

4. No provision has been made in the current year's budget to meet the increased charge during the year, but the Director of Public Instruction promises to submit a re-appropriation statement on receipt of the final issue of the Civil Budget Estimate.

5. A draft is submitted for approval. If approved, it may be sent to the Financial department for acceptance.

T.K.—18-4-12.

C. RAMANUJA CHARI—19-4-12.

In view of His Excellency's remarks, dated 7th June 1910, on page 3 of Notes to G.O. No. 360, Educational, dated 21st June 1910, Educational may, I think, support the proposals of the Director of Public Instruction.

T. E. MOIR—20-4-12.

To the Financial Department.

FINANCIAL DEPARTMENT.

The extra cost according to the Director of Public Instruction's proposals is Paragraph 1 of Director of Public Instruction's letter. Rs. 118½ *per mensem* or 1,420 *per annum* as shown below:—

	Extra cost <i>per mensem</i> .
	RS.
(1) Employment of a new assistant on Rs. 80—4—100 (= 93½)	= 93½
(2) Raising the pay of the headmistress from Rs. 100—5—125 (= 116½) to Rs. 125—5—150 (= 141½)	= 25
Total ...	118½ <i>per mensem</i> or 1,420 <i>per annum</i> .

The present Cannanore High School is the only Government high school (as such *)

Page 142 of Budget Estimate, 1912-13.

* (Exclusive of Training schools which contain High school classes.)

Paragraph 2 of Director of Public Instruction's letter and paragraph 1 of G.O. No. 546, Educational, dated 5th October 1909.

2. Under existing orders all proposals for revision of establishments have to

Paragraph 1 (2) of Government of India Resolution on page 3 of G.O. No. 437, Financial, dated 31st August 1911.

Paragraph 2 of Government of India Resolution on page 3 of G.O. No. 437, Financial, dated 31st August 1911.

for girls in the Presidency. In view of the fact that the two posts referred to are to be filled by lady graduates, the rates of pay proposed are probably necessary, and need not, it is submitted, be objected to in Financial.

include a statement of the present cost, either of the section or sections affected, or of the total establishment, and also of the cost after revision; and, further, the proposals have to be forwarded to the sanctioning authority through the Audit

officer. The Director of Public Instruction has not observed these rules in the present case, and it is for orders whether Educational may be asked to be good enough to do this. Educational may not be requested to draw his attention to the irregularity.

C. REILLY—25-4-12.

3. The draft order may, it is submitted, be otherwise accepted, the sanction being registered as No. 47 of 1912-13.

C.P.K.—24-4-12.

C. REILLY—25-4-12.

A. G. CARDEW—26-4-12.

To the Educational Department.

EDUCATIONAL DEPARTMENT.

A paragraph has been added to the draft with reference to the Financial note above. The Director of Public Instruction's attention has already in another connection been drawn to omissions like this.

2. The file may now be submitted to His Excellency for approval.

C. RAMANUJA CHARI—30-4-12.

T. E. MOIR—1-5-12.

Approved.

M. H[AMMICK]—2-5-12.

Issue.

T. E. MOIR—4-5-12.

[G.O. No. 387, Educational, dated 4th May 1912.]

Educational Department.

G.O.No.360 Educational, dated 20th June 1910.

C.No.1016, from the D.P.I., No.159/12, dated 28th March 1912.

ORDER:--
P.S.

12 387 9/4-5-12

The Government sanction with effect from the 15th June 1912 the employment of an additional assistant on Rs 80-4-100 in the Government girls' school, Camanore, and the raising of the pay of the headmistress from Rs 100-5-125 to Rs 125-5-150.

2. This sanction will be registered as No. 47 of 1912-13.

3. The re-appropriation statement promised by the Director of Public Instruction is awaited.

4. The Director's letter should have been submitted through the Account General.

To the D.P.I.

" Financial Department.

ORDINARY.

PREFERENCE.

URGENT (a).

Educational
LOCAL AND MUNICIPAL DEPARTMENT.Current No., dated 19 ..
G.O., No. 2387 dated 4. 5. 1912.Number of MS. pages sent { Correspondence including order or orders
(b)
Notes.....Docket... Govt. girls' school, Cannanore
Sanctioning the employment
of an additional assistant
at Rs. 4-100 in the
aid the raising of the pay
of the headmistress from 150
to 200Number of copies required when struck off (not including
copies for volumes and editors' table which are retained
in the Press). Complete
correspondence
and orders. Notes

FOR RECORD.*

Madras Records	...	...	30	15
Ooty Records	...	...	3	3
For filing with original	...	...	1	1
Total	...	...	34	19

FOR ISSUE.†

	Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies.....					
India Office.....					
Govt. of India.....Dept.					
Revenue Department.....					
Public Works Department.....					
Educational Department.....					
Financial Dept.....2					
Dept.....					
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The Accountant-General.....					
The Director of Public Instruction.....5					
The Surgeon-General.....					
The Sanitary Commissioner.....					
Do. Engineer.....					
Do. Board.....					
The President, Corporation of Madras.....					
The.....					
The.....					
The.....					
The.....					
The.....					
Total					

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(c) For rules regarding printing of notes, see the rules in G.O., No. 1220, Public dated 30th November 1900.

(d) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(e) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(f) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, but only the first time when they appear on the left side, the initials alone being printed later.

* Copies distributed on.....*(Press Clerk.)

† Copies distributed on.....*(Despatcher.)

* To be initialed and dated.

P.T.O.

A Please send proof in triplicate. The papers have been carefully edited.	B Proof returned corrected. Please strike off and send number of copies as indicated. Type may be released after usual interval at once.	C As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated. Type may be released after usual interval.
.....Clerk.	Clerk.	Clerk.
.....Supdt.	Supdt.	Supdt.

(b) Three copies of proof of all notes should be sent for approval, except when instructions are given to the contrary.

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Call for revised proof received on.....	
Revised proof furnished on.....	
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Final copies supplied on.....	

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LETTER OF GOVERNMENT.

STATEMENT WITH DITTO.

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A = Print in full.
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