

Close
100

E JPH (1948) Department.

MS SERIES.

G.O. NO.

531 *Edn*

Dated

16/3/1948.

10

[Despatch Abstract.]

Schools - Municipal High School,
Viluppuram - Appointment of an Assistant
Headmaster in the L. T. Cadre - Payment
of allowance - Proposal - Approved.

Back Papers.

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

Further Papers.

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

From
Sri K.Damodaran BA.
Commissioner & Special Officer,
Villupuram Municipality
VILLUPURAM. Through

To
The Secretary to Government,
Education & Public Health Department
Fort St. George, MADRAS.

Through:-
The Director of Public Instruction
MADRAS.

B2. 4197~~8~~47 dated 22-9-47.

Sir, Sub: EDUCATION - Secondary - Municipal High School - Villupuram -
appointment of Assistant Headmaster and Superintendent -
Sanction - solicited.

I submit that the Municipal High School, Villupuram is the biggest High School in this District ~~and~~ and having a strength of 1615 pupils with 58 teachers as per details furnished hereunder:-

Class or Form.	A	B	C	D	E	F	G	H	Total strength.
VI Form	44	37	44	42	42	-	-	-	209
V Form.	49	48	47	43	-	-	-	-	187
IV Form	43	39	40	39	38	38	-	-	237
III Form	44	36	46	39	38	42	-	-	245
II Form	47	47	44	44	44	47	44	-	317
I Form	46	40	41	40	40	40	41	42	330
V Class	44	45	-	-	-	-	-	-	89
					Total				1615

Headmaster	1.
L.T.Assistants	15
Secondary Grade Assistants	23.
Physical Trg Instructors.	4
Drawing Masters.	2
Horticultural Assistants.	1.
Tamil Pandits	6
Sanscrit Pandits	2.
Commercial Instructor	1.
Urudu Munshi	2
Hindi Teacher	1
Total	58 ✓

The Divisional Inspector of Schools, Madura Division visited the Municipal High School on 20-6-47 and in his letter No.P.L. 13(53) 46 dated 23-6-47 (copy enclosed) has remarked that "the strength ~~of~~ and the number of sections have been increasing and it is one of the large sized schools, with 58 members on the staff. He has stated that in such a large sized school, the organising and supervising work for a single Headmaster will be very heavy and in the interests of the efficiency of the institution, it is desirable that the Headmaster is given the assistance of an Asst. Headmaster and also one Superintendent for the Lower Secondary Department. The work of ~~the~~ supervision can be shared by the three persons subject to the final control of the Head master and that they will ~~be~~ carry out the work under the instructions and guidance of the Headmaster. Further he has also stated that there is already a probationer for the post of The Headmaster in the School, and that it will be beneficial, if he is given actual training in the work."

Considering the increase of strength and opening of additional sections year after year, the control and supervision by the single Headmaster is very heavy. In the circumstances explained above I request that the Government may be pleased to accord sanction for the creation of the posts of an additional Headmaster and a Superintendent for the High School at an early date. Instructions are also solicited as to the nature of work to be allotted to the Assistant Headmaster and the Superintendent and the additional remuneration if any to be allowed to them.

Commissioner & Secretary

- 2 -

Copy of letter Pl.No. 13(53)46 dated 28-6-47 from the Divisional Inspector of Schools Madura Division, Madura.

I have the honour to state that I visited the Municipal High School, Villupuram on 20-6-47 and it has a strength of about 1600 pupils. The strength and the number of sections have been increasing and it is one of the large sized schools, with about 58 members on the staff. In such a large sized school, the organising and supervising work for a single headmaster will be very heavy and in the interests of the efficiency of the institution, it is desirable that the Headmaster is given the assistance of an assistant Headmaster and also one Superintendent for the Lower Secondary Department. The work of supervision can be shared by the three persons, subject to the final control of the Headmaster - they will carry out the work under the instructions and guidance of the Headmaster. Further, there is already a probationer for the post of the headmaster in your school and it will be beneficial if he is given actual training in the work.

The suggestion may be considered.

Sd. P.N.Chamu Nair B.A.L.T.
Divisional Inspector of Schools.
Madura Division.

True copy.

[Signature]
Commissioner & Special Officer.
Villupuram Municipality

From

Sri. K.Ramanunni Nayar, B.A.
Commissioner,
Villupuram Municipality, IC INSTRUCTION
Villupuram.

To

91 3
The Secretary to Government,
Education and Public Health
Department,
Fort Saint George,
Madras.

The Director of Public Instruction,
Madras.

Roc. B.2. No. 4197/47 dated 16-1-48.

Sir,

Sub: Education- Secondary- Municipal High School, Villupuram-
Appointment of Assistant Headmaster- Sanction- requested.

Ref: (i). This office letter Roc.B.2-4197/47 dated 22-9-47.
(ii) Letter Rc.No.2122 G/47 dated 28-9-47 from the
Director of Public Instruction, Madras.

The Divisional Inspector of schools, Madura Division who visited our Municipal High School on 20-6-47 suggested for consideration the appointment of an Assistant to the Headmaster and also a Superintendent for the Lower Secondary Department. With a view to improve the efficiency of the High School with 1600 pupils strong and 58 members on the staff, better supervision and organisation were found necessary and therefore in this office letter under reference, the Government were requested to accord sanction for the posts of an Assistant Headmaster and a Superintendent. The post "Additional Headmaster" occurring in the said proposals is a mistake for "Assistant Headmaster". I enclose a copy of the Divisional Inspector's Pl. No. 73(53) 46 dated 28-6-47 and a copy of the Headmaster's report No. 637 M.H.S/47 dated 14-10-47 urging the need for increasing the supervision staff in the Municipal High School.

2. The matter was considered by the Municipal Council in the light of the Director's observation in para 2 of his letter under reference and in its resolution No. 290 dated 17-12-47 (Copy enclosed), the Municipal Council has been pleased to resolve that an Assistant Headmaster be appointed by posting one of the assistants with a special allowance of Rs.20/- p.m. without reducing the allowance admissible to the Headmaster under the existing rules.

3. In addition to his own teaching work, the Assistant Headmaster, who will be a probationer as Headmaster or one ~~selected~~ selected from the panel of Headmaster, can attend to such of the supervision work as will be specifically assigned to him, subject, of course, to the control of the Headmaster. Provision has not been made in the Budget for 1948-49 for the extra expenditure of about Rs.200/-. But the cost can be met from the opening balance in actual working or by diversion from other possible savings during the year. I am therefore to request that Government may be pleased to accord sanction for converting one school Assistant's post into that of an Assistant Headmaster on the scale of pay plus a special allowance of Rs.20/- p.m for supervision work with effect from the next session of the School year.

Forwarded.

[Signature]
Chairman. 18.1.

MKG/16.1.

[Signature]
Commissioner.
17/1/48

Municipal High School,
Villupuram,
Dated 14th October '47.

To

The Municipal Commissioner,
Villupuram.

Sir,

Sub: Education- Secondary-M.H.S. Villupuram.
Appointment of Assistant Headmaster and Superintendent
proposals- particulars submitted.

Ref: No. B.2 4197/47 dated 7--10--47.

The proposal is to give the Headmaster, the assistance of an assistant Headmaster and also of one superintendent for the lower secondary department. The school is no doubt a growing one. There are 38 sections. Every section is full and more than full.

The school work may be broadly classified as (1) Admission and withdrawals. (2). S.S.L.C. Registers maintenance. (3). Equipment, library, furniture, laboratory, (4). Class work organization as preparation of syllabus of lessons, scrutiny of class work records, and composition note books. (5) Supervision of class teaching (6). Organization of extra activities like associations, scout and Red Cross Leagues (7). Correspondence etc. The Headmaster has also to daily attend to representations from parents, pupils and teachers.

In addition to the general correspondence every day, he has to look into the days' accounts. He is also in-charge of the sports fund. The school, to help the students, develop their capacities to full measure, has also to organise more and more extra activities. This year attempts are being made to get up an exhibition during Dasra Holidays and stage drama at the end of the long term.

Another important part of his work is arrangement for periodical examinations like quarterly, half-yearly, weekly and annually. He has also to make annual verifications of the several kinds of articles in the school.

The above list may give an idea of the intensive nature of day to day work that ~~devolves~~ devolves on him as head of the institution. Hence it is desirable to make permanent arrangements for assistance to him.

The proposal of creating an assistant Headmaster and a Superintendent is, therefore, a most desirable and much needed one.

My opinion has been asked if I would be willing to forgo the proposed allowances. I fear whether I could give any undertaking in that regard which can be a permanent arrangement. For my agreement cannot be binding on my successor either legally or morally. Further as Headmaster, it must be admitted I am entitled to an allowance. Therefore if at all I could agree, it should be only to share my allowances with the two new incumbents of the two suggested post. In that case, the allowance amount for each one of them will not be an adequate and dignified sum to receive. Hence, under these circumstances, I would suggest that the Government may be addressed for a special sanction of granting double or treble increment by way of allowances to the assistant Headmaster and the lower secondary Superintendent. Sanction this, is, I believe, within the competence of the council and also likely to be approved by the Government in view of the extra work that the assistants are directed to do so.

Sd. V. Jayaraman,
Headmaster.

True copy.

Commissioner,

Villupuram Municipality

EDUCATION DEPARTMENT.

From

To

Sri. P.N.Chamu Nair, B.A.L.T.
Division Inspector of Schools,
Madura Division, Madura.

The Commissioner and Special
Officer,
Villupuram.

Pl No.13(53) 46 dated 28-6-47.

Sir,

I have the honour to state that I visited the Municipal High School, Villupuram on 20-6-47 and it has a strength of about 1600 pupils. The strength and the number of sections have been increasing and it is one of the large sized schools, with about 58 members on the staff. In such a large sized school, the organising and supervising work ~~for~~ for a single headmaster will be very heavy and in the interests of the efficiency of the institution, it is desirable that the Headmaster is given the assistance of an assistant Headmaster and also one Superintendent for the Lower Secondary Department. The work of supervision can be shared by the three persons, subject to the final control of the Headmaster- they will carry out the work under the instructions and guidance of the Headmaster. Further, there is already a probationer for the post of the headmaster in your school and it will be beneficial, if he is given actual training in the work.

The suggestions may be considered.

Copy to the District
Educational Officer,
South Arcot Dt.

Sd. P.N.Chamu Nair,
Divisional Inspector of Schools,
Madura Division.

True copy. *[Signature]*
Commissioner,
Villupuram Municipality.

16.1.48

23/6
6
(6)

Copy of the Municipal Councils' Resolution No.290 dated 17-12-47.

290. Letter No.P1.13(53) 46 dated 28-6-47 from the Divisional Inspector of Schools, Madras, suggesting the appointment of an Assistant Headmaster and one Superintendent for the Municipal High School in the interest of efficiency of the Institution and Commissioner's note thereon that one Assistant Headmaster may be appointed at present and that the allowance may be shared between the Headmaster and the Assistant Headmaster in the proportion of Rs.15 : Rs.10.

As assistant Headmaster be appointed by posting one of the Assistants with a special allowance of Rs.20/- (Twenty) per month. The Headmaster's allowance need not be reduced.

Mr. B.A.Lopez moves an amendment that the allowance for assistant Headmaster be fixed at Rs.15/- only and this is seconded by Sri. V.Kuppusami Iyengar. Only seven voted for the amendment and ten against. The original ~~resolution~~ ^{decision} stands carried.

True copy.

Sd. M. Shanmugham,
Chairman.

[Signature]
Commissioner,
Villupuram Municipality.

[Signature]
16.1.48.

Office of the
Director of Public Instruction,
Madras.

ENDORSEMENT R.C. No. 2122/G.1/47 dated 11th February 1948.

SUB:- Municipal Council, Villupuram = Municipal
High School = Appointment of an Assistant
Headmaster = Grant of an allowance:

REF:- Letters from the Commissioner, Municipal
Council, Villupuram R.O.C.B.2.4197/47,
dated 22nd September 1947 and 16th January
1948.

SUBMITTED.

2. The Municipal Council, Villupuram in its resolution
No.290 dated 17th December 1947 resolved to appoint an Assis-
tant Headmaster for the Municipal High School, Villupuram
on a special allowance of Rs.20/- without reducing the
allowance admissible to the Headmaster under the existing
rules. It is reported that there are now 1600 pupils on
rolls and that the services of an Assistant Headmaster will
be necessary to supervise the work of as many as 58 teachers
now on staff. In addition to his teaching work, the Assistant
Headmaster who will be a probationer as Headmaster or one
selected from the panel of candidates suitable for appointment
as Headmaster will attend to such of the supervision work as
will be specially assigned to him.

3. As for the allowance to the Assistant Headmaster, the
proposed sum of Rs.20/- is rather high as the Headmaster is
being paid an allowance of Rs.25/- as per the revised rates.
In this connection, it is submitted that before the introduc-
tion of revised scales of pay from 1st January 1947, a few
Headmasters of Schools having a strength of more than 1000
pupils were allowed a special pay of Rs.30/-. Now that this
allowance has been reduced to Rs.25/- from 1st January 1947,
in special cases as the one under reference, when the strength
exceeds 1500 pupils, the Assistant Headmaster may be allowed
a special pay of Rs.15/- per mensem.

= 2 =

4. In the circumstances explained above, the appointment of an Assistant Headmaster in the L.T. Cadre on the above remuneration may be sanctioned as a special case for the Municipal High School, Villupuram.

[Signature]
for Director of Public Instruction.

To

The Secretary to Government,
Education and Public Health Department,
Fort St. George, M a d r a s.

KAN.13/2

E & PH (B) DEPT.

9

C. no. 11446B1/48.

Schools. Municipal High School, Villupuram -
Appointment of an Assistant headmaster
in the L.T. Cadre - Payment of allowance -
Proposal - Approved.

[Handwritten marks: 02, 03, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100]

From the Commr., Villupuram Municipality,
no. B2.4197/47 dated 22.9.47.

From the Commr., Villupuram Municipality,
no. B2.4197/47 dated 16.1.48.

From the Director of Public Instruction,
R.C. no. 2122 B1/47 dated 11.2.48.

Order MS no. 531 16.3.1948.

[Handwritten mark: 14/3/48]

The Government approve, as a
special case, the proposal of the Municipal
Council, Villupuram, for the appointment
of an Assistant headmaster for the
P.T.O.

Municipal High School, Villupuram, in the
 L.T. Cadre ~~as per~~ ^{and to grant him} an allowance
 of Rs 15/- per mensem ^{in addition to his pay for}
~~from the school~~ supervision work.

2. The Commissioner, Villupuram
 Municipality is informed that the ^{Assistant} Headmaster
 should be selected from the panel of suitable
 candidates for a post as headmaster ^{of a probationer}
~~for the school and that he should be declared~~
~~as a probationer~~. The Assistant headmaster,
 will, in addition to his teaching work,
 attend to such of the supervision work as will
 be specifically assigned to him.

17/2/48
 LSN
 17.2.48

18.2.48

To
 The Commissioner,
 Villupuram Mpty.,
 Thiruvallur
 Copy to the D.P.
 Genl Sec for file.
 P.T.O.

EXP. H.O. NO.
 11446-18/48-1 E.D.
 29/2/48



There is no knowing
 that the adme has

note.

The draft order maybe sent to the Finance
 Dept. for acceptance.

17.2.48

18.2.48

18 Sept
 Pnd II

Pl see the note of S.P.#. above.
 On the basis of the P.E. for 48-49 as altered
 by Govt the ordinary receipts fall short of the
 ordinary expenditure by Rs 5455. It is pro-
 posed to advise the cl. to raise the rates of
 certain taxes. If that is done the General
 fund is expected to work at a surplus

12/00 Conf. A

Rs 2,000. As the expenditure involved is only Rs 200 this Dept need not object to the proposal.

With these remarks the file may be passed to Finance.

SN 28/4/48 4.3.48 The financial position of the C.L. is not satisfactory and cannot afford any add. expe.

However, in view of the S.F.I.'s recommendation at Pt. 7-8 of the for-mer-ly add. expe. involved is only about Rs 200/- per year, this Dept need not object.

W.S. 5.3.48

Draft on p/p 1-2 above may be accepted

C.S. 8.3.48 W.S. 11/4/48

10/3

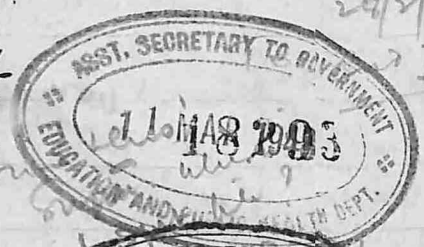
For Exp 2

6/3

LA No. 7127-61394

verified from budget side

Thó G. 29/2/48



Budget since obtained

10.3.48

14th Feb.

5/13

E & PH (B1) Department

Please see the notes of L. A. and Fin Departments on pages 3-4 ante. The draft order on pages 1-2 ante may now issue.

14/3/48

13.3.48

1890	
Jan 1	to 10
Jan 11	to 20
Jan 21	to 31
Feb 1	to 10
Feb 11	to 20
Feb 21	to 31
Mar 1	to 10
Mar 11	to 20
Mar 21	to 31
Apr 1	to 10
Apr 11	to 20
Apr 21	to 31
May 1	to 10
May 11	to 20
May 21	to 31
Jun 1	to 10
Jun 11	to 20
Jun 21	to 31
Jul 1	to 10
Jul 11	to 20
Jul 21	to 31
Aug 1	to 10
Aug 11	to 20
Aug 21	to 31
Sep 1	to 10
Sep 11	to 20
Sep 21	to 31
Oct 1	to 10
Oct 11	to 20
Oct 21	to 31
Nov 1	to 10
Nov 11	to 20
Nov 21	to 31
Dec 1	to 10
Dec 11	to 20
Dec 21	to 31

