



ELITE

AMERICAN CORPORATE SCHOOL

www.AmericanCorporateSchool.com

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+91 80 000009 21

Nandpur Kesho, Phaggan Majra, Patiala

ELITE AMERICAN CORPORATE SCHOOL PATIALA

LIST OF SCHOOL MANAGING COMMITTEE

Sno.	Name	Designation	Qualification	Occupation	Address
1	Mr.Pushpinder Singh Brar	Manager	BTECH(UK) NAVAL ARCHITECTURE, Masters(FG)(UK), MBA(UK) Entrepreneurship, BTECH(UK)ELECTRICAL, FRNA, Diploma in Communication systems(Japan), Diploma in Pollution sciences(Singapore).	Naval ship builder, Entrepreneur, Educationist	Hno.1004, Sec-71 Mohali.
2	Ms.Manjeet Madra	Member Secretary	M.Phil, M.ED	Principal	#4501, Darshan Vihar Sec 68 Mohali
3	Ms.Sham Chawla	Educational Advisor	M.Com, M.ED	Principal	#2508 Sec-47C Chandigarh.
4	Mr.RC Sharma	Educational Advisor	M.A, B.ED	Principal	KV-1 Chandimandir, Panchkula
5	Ms.Sukhwinder Dhaliwal	Educational Advisor	M.A, M.ED	Principal	Sec 69, Mohali
4	Mr.Harkawaljit Singh	Teacher Member	M.A Gold Medallist B.ED,DCA,UGC/NET	Teacher	Green Avenue,Street No.2,Sirhind Fatehgarh Sahib.
5	Ms.Payal Wattal	Parent Member	B.SC, B.ED (Persuing)	Teacher	Sec 68, Mohali
6	Mr.Jaspreet Singh	Teacher Member	B.A, B.P.ED	Teacher	Village Tehalpura, Patiala.
7	Mr.Gurwinder Singh	Parent Member	B.A, B.ED, M.Sc(Maths)	Self Employed	House No.6, Ranjit Nagar, Sirhind Road, Patiala.
8	Ms.Mandeep Kaur	Parent Member	10+2	Home Maker	Hno.248, Part-2, Hassanpur Prohtan, Patiala.
9	Mr.Charanjeet Singh	Parent Member	B.Com	Bank Manager	Hno.28, Anand Nagar Extension Patiala.
10	Col.Sarbinder Pal Singh Buttar	Executive Member	B.SC, MBA PGD(HR)	Retd. Defence Personal	#202, Gurudwara Street, Anand Nagar-A, Patiala.
11	Col.Rupinder Singh	Executive Member	M.A Political Science	Retd. Defence Personal	2437, Phase 10 Sector-64 Mohali.

On behalf of ELITE AMERICAN CORPORATE SCHOOL,
Yours truly,

Pushpinder Singh
Mr Pushpinder S. Brar Manager
Manager [7700000062] Elite American Corporate School
Patiala

Ms Manjeet Madra
Ms Manjeet Madra
The Principal [8800000690, eliteacs.patiala@gmail.com]
Elite American Corporate School
Patiala

Registered address of School
PIET Campus, Room No 102,
Faggan Majra, PATIALA
Head Registered Office
A3/4, Sec 110, Noida, UP-201304

School EQ Management

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CONSTITUTION OF THE SCHOOL MANAGEMENT COMMITTEE

Functions of the School Management Committee

The School Management Committee in general shall.

1. Plan for development of educational institutions of the feeding area of the school.
2. Conduct annual census of children of the age groups up to 6 and 6+ to 14 as the case may be.
3. Ensure enrolment of all non-enrolled children through enrolment drive and their retention in the school till they complete the elementary stage of education.
4. Ensure regularity of attendance of children in the school and prevent temporary discontinuance and drop out of children through persuasion of parents.
5. Monitor regular attendance of teachers. The teacher absenteeism shall be reported by the SMC to Standing Committee.

The school Management Committee in particular shall:

1. Help expansion and augmentation of facilities of school as per need.
2. Beautify the school environment develop play ground, children's park and enrich plantation in the school campus.
3. Review and monitor school health programme and ensure maintenance of child profile incorporating health aspects.
4. Review coverage of courses of studies.
5. Shall assist HM and other staff at the time of self assessment of the school and self assessment may be done jointly i.e. school staff and SMC members.
6. Ensure excellence in overall performance of the school children and review the progress of work of the school and other curricular activities after the examination is over.
7. Ensure availability of the proceedings of the School Management Committee meeting to the inspecting authority as and when they visit.
8. Maintain proper and healthy relationship with Standing Committee for the development of school.
9. Adopt appropriate measures to maintain the properties and amenities of the school viz. school building, drinking water, toilet, playground etc.
10. Ensure the enrolment and continued attendance of all the children from the neighborhood in the school.
11. Monitor the identification and enrolment and facilities for learning of disabled children, and ensure their participation in, and completion of Elementary Education.
12. Prepare an annual account of receipts and expenditure of the school in a separate register.
13. The accounts shall be signed by the Chairperson/ Vice Chairperson and HM-Convenor of the School Management Committee and made available to the local authority within one month of its preparation.
14. The funds shall be utilized and spent in accordance with the guidelines issued/ to be issued by the S & ME Department from time to time.
15. The accounting/procurement procedure and audit of the accounts shall be specified by the S & ME Department and the same shall be duly followed by the School Management Committee.

Pragya Singh
Manager

Elite American Corporate School
Patiala

M. Singh
Principal

Elite American Corporate School
Patiala

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Preparation of School Development Plan:

1.The Committee shall prepare a School Development Plan at least three months before the end of the financial year in which it is first constituted under the Act.

2.The School Development Plan shall be a three year plan. Annual Plan of each year shall be generated from Annual sub plans which shall contain the following:

i) Estimates of class-wise enrolment for each year.

ii) Requirement of the number of additional teachers, including Head Teachers, subject teachers and part time teachers , separately for classes I to V and classes VI to VIII, calculated with reference to the norms specified in the Schedule.

iii) Physical requirement of additional infrastructures and equipments over the three year period , calculated with reference to the norms and standards specified in the Schedule.

iv) Additional financial requirement in respect of clause (b) and (c) sub rule(2), including special training facility specified in Section 4, entitlements of children such as free text books and any other additional financial requirement for fulfilling the responsibilities of the school under the Act.

On behalf of ELITE AMERICAN CORPORATE SCHOOL,
Yours truly,

Mr Pushpinder S. Brar
Manager [7700000062]

Manager
Elite American Corporate School
Patiala

Ms Manjeet Madra
Principal
Elite American Corporate School
Patiala
The Principal [8800000690, eliteacs.patiala@gmail.com]

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TO WHOMSOEVER IT MAY CONCERN

This is to certify that

Elite American Corporate School,

Nandpur Kesho - Fagganmajra,

Patiala, Punjab

is having its School Management Committee for the better functioning and improvement of the school as per CBSE By Laws.

The committee has appointed Ms. Manjeet Madra (Principal) and Mr. Pushpinder Singh Brar (Managing Director) as the authority for appointment and termination of teaching and non teaching staff.

On behalf of ELITE AMERICAN CORPORATE SCHOOL,

Yours truly,

Principal

Ms Manjeet Madra
The Principal

Elite American Corporate School

8800000690; 7700000062, eliteacs.patiala@gmail.com

Manager

Elite

Patiala

Manager

Elite American Corporate School

Patiala

Mr Pushpinder Singh Brar
The Manager

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Patiala, Punjab

is having its School Management Committee for the better functioning and improvement of the school as per CBSE By Laws.

None of the members of the the SMC are related.

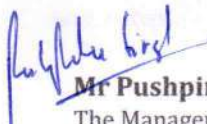
On behalf of ELITE AMERICAN CORPORATE SCHOOL,

Yours truly,


Ms Manjeet Madra
The Principal

Principal
Elite American Corporate School
Patiala
[8800000690; 7700000062, eliteacs.patiala@gmail.com]

AUTHORISED SIGNATORY


Mr Pushpinder Singh Brar
The Manager

Manager
Elite American Corporate School
Patiala

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