



GOVERNMENT OF THE PUNJAB
SCHOOL EDUCATION DEPARTMENT

NOTIFICATION

No. SO(SNE)PMIU/2010 (P): In partial modification of School Council's Policy notified in 2007 vide No. SO(S-III)2-12/2006 dated 6th August, 2007, (amended on 16th July, 2008), for Masjid Maktab, Primary, Model Primary and Middle(Elementary) Schools, Government of the Punjab is pleased to further amend and add in the **School Council Policy 2007** as under:-

3. The School Council Formation

3.1 School Council Membership

3.1.1 The School Council earlier comprising a minimum of seven (07) and a maximum of fifteen (15) members will be enhanced to a minimum of 9 and maximum of 17 members with the addition in the categories of parents members and general members. The total strength of the School Council has to be in odd number.

3.1.4(b) **Parent Member:** In order to increase the pool of members for monthly meetings of School Council, the definition of parents will also include the following.

- ✓i). The grand parents of the students currently enrolled in the subject school as members.
- ✓ii). The brothers and sisters of students above 18 years of age. Uncles/aunts / guardians of the orphan students may also be treated as parents.
- ✓iii). Mother's participation as parent members in boys school council may be encouraged.

3.1.6(b) **General Member:** Female General Members shall be preferred in Girls' schools. However, if deemed necessary a maximum of **three Males instead of two** can become General Members in girls' schools.

3.1.6(c) Local individuals possessing some professional and vocational background may be included in School Councils under the General Member Category to improve the efficiency, effectiveness and out reach of School Councils. Such members may be opted / elected from the following categories, considering their capacity to influence the local community for good, and because of their recognition in the village community.

- i). Retired Teachers
- ii). Shop keepers
- iii). Retired / Serving Overseers/technicians or any correspondent of local newspaper.
- iv). Village Lumberdar

4. Duties / Responsibilities of School Council

4.1 The School Council shall perform following duties / responsibilities in addition to those which will be circulated by the Government from time to time. EDO (Education) of the respective district will be responsible for the circulation and dissemination of such instructions of the Government to the respective school councils operating within his jurisdiction.

4.2 Procedure to Conduct School Council Meeting:

4.2.9 General Body Meeting of the School Council will be held twice a year instead of once at the time of the election of council. EDO (Education) / or his representative are to ensure his /her presence on both these occasions alongwith concerned staff of School Education Department of districts dealing with the respective School Council.

4.3 The School Council's Record/Documents:

4.3.1(x) EDO (Education) Office should maintain an up-to-date contact / telephonic database of School Council Members; and notify any changes on quarterly basis to PMIU. A quarterly meeting at PMIU will be held on this account.

4.8 The School Council's Funds Expenditure:

4.8.1(ix) The expenditures on temporary appointment of teachers (part time) which was earlier incurred at a maximum rate of Rs.1500/ per month per teacher is raised to Rs.2500/- per month. The School Council, however, cannot engage more than two temporary teachers(part time) at one time.

4.8.1(x) **Provision of Refreshment Allowance.** Tea, biscuits and samosas etc for School Council monthly meeting only will be provided under this allowance which will not exceed the limit of Rs.300/per meeting.

4.8.2 Procedure for temporary appointment of teacher(part time):

4.8.2(a) The minimum qualification for a temporary teacher(part time) is FA but F.Sc. will be preferred.

4.8.2(d) The maximum per month salary for a temporary teacher (part time)shall be Rs.2500/- per month.

4.9.1 The School Council funds shall be spent for the achievement of the above stated objectives. The School Council shall be authorized to spend up to a maximum of four (04) lacs of Rupees in one financial year i.e. from July to June as per the Notification number IT(FD)3-13/2002 dated January 7, 2004 and January 29, 2005, issued by the Finance Department. OR any other order subject to the Finance Department from time to time.

6. School Council Monitoring

6.1.4 The DMOs or any other mechanism prescribed by Government may also check the record of the School Council and interact with the members of the School Council (SC) as well.

7. Removal of Difficulties

7.1. In case of any ambiguity in application of the School Council Policy in any given situation, the orders of the EDO (Education), unless over ridden by the Provincial Government by any specific or general order, will be final.

Dated the Lahore
11th March, 2013.

SECRETARY SCHOOL EDUCATION

No. & DATE EVEN

A copy is forwarded for information & necessary action to:-

1. The Accountant General, Punjab, Lahore.
2. The Project Director, PMIU-PESRP, 22-B, New Muslim Town, Lahore.
3. All the Additional & Deputy Secretaries, School Education Department.
4. The Director Public Instructions (SE/EE), Punjab, Lahore.
5. All the District Coordination Officers, in Punjab.
6. All the Executive District Officers (Edu), in Punjab.
7. All the District Education Officers, (SE&EE-M/F), in Punjab.
8. All the District Accounts Officers, in Punjab.
9. Notification file.

(SAEED IQBAL)

o/c SECTION OFFICER (SME)

- 57-0/3
C.C.
1. PS to Secretary School Education/Secretary Finance, Govt. of the Punjab.
 2. P.S.O to the Chief Secretary, Govt. of the Punjab.
 3. PS to Secretary I&C, S&GAD; Govt. of the Punjab.