

Constitution of the School Management Committee (SMC)

Zenith Edu Global School Dreamland Colony, Niamu Majra Near Badali Ala Singh Distt. Fatehgarh Sahib.

- 1) Preamble : In accordance with the CBSE Affiliation Byelaws 2018 and the Right to Education Act, 2009, this constitution establishes the School Management Committee (SMC) of Zenith Edu Global School to ensure effective governance, transparency and academic excellence.
- 2) Name of the Committee : The name of the committee shall be School Management Committee (SMC), Zenith Edu Global School.
- 3) Objectives :
 - (a) To ensure the smooth functioning of the school in accordance with CBSE norms.
 - (b) To support the Principal in academic and administrative matters.
 - (c) To uphold the vision and mission of the school.

(d) To ensure transparency, inclusivity and accountability in school governance

4. Composition of the Committee

S.No.	Category	Name	Designation
1. >	Chairperson	Col. Gurjivam Singh Bhatti	Head.
2. >	Principal/Head Master	Harkawaljit Singh	Head Master
3. >	Society Nominee	Satveer Saini	Member
4. >	Society Nominee (F)	Manpreet Kaur	Member
5. >	Teacher (F) Representative	Swati Sapna	Teacher
6. >	Teacher Representative (M)	Parwinder Singh	Teacher
7. >	Parent (F) Representative	Aarti Saini	Member
8. >	Parent (M) Representative	Sandeep Singh	Member
9. >	Educationist	Harkawaljit Singh	Member

- 10) Member from local authority Harjinder Singh Member

Note: At least 50% of the members shall be women. Names can be finalized through nomination and resolution.

5) Tenure:

- (a) The term of the SMC shall be three (3) years from the date of constitution.
- (b) Members may be re-nominated for one additional term except ex-officio member.

6) Powers and Functions: The SMC shall:

- (a) Supervise the academic and administrative functioning of the school.
- (b) Approve staff appointments as per CBSE norms.
- (c) Ensure compliance with CBSE affiliation conditions.

- (d) Monitor infrastructure development and student welfare.
- (e) Recommend policies for school improvement.
- (f) Ensure transparency in admissions and fee structure.
- (g) Promote co-curricular and community engagement activities.

7. Meetings :

- (a) The SMC shall meet at least four times a year (once per quarter).
- (b) Emergency meetings may be convened by the chairperson or Member Secretary.
- (c) Quorum : Minimum one-third of the total members including at least one parent and one teacher.

8. Record Keeping :

- (a) Minutes of each meeting shall be recorded and maintained by the member Secretary.

(b) Resolution shall be signed by the chairperson and member Secretary.

9.7 Amendments :

(a) Any amendment to this constitution shall be proposed by the chairperson and approved by a two-thirds majority of the SMC members.

(b) Amendments must comply with CBSE Affiliation Byelaws and relevant government regulations.