

CIRCULAR

Sub: CE Monitoring for 2013-14-Cluster Meeting-Modified schedule- reg.
Ref: Circular of even number dated: 30/12/2013, 31/12/2013 & 09/01/2014.

Cluster Meeting of HSSTs for the formation of CE Monitoring for 2013-14 is rescheduled as follows.

There will be regular classes in the schools on the days of cluster meeting. The Principals shall re-arrange the time table so as to engage classes with the available teachers.

15/01/2014 (Wednesday)	17/01/2014 (Friday)
English History Commerce (Bus.Studies& Accountancy) Political Science Second Languages Biology (Botany & Zoology) Physics & All Rare Subjects*	Chemistry Computer Science/Appln Mathematics Economics Geography Sociology & any other subject not figured in the list.

* Urdu, Tamil, Latin, Syriac, Kannada, French, German, Russian, Communicative English, Statistics, Electronics, Home Science, Social Work, Geology, English Literature, Music, Gandhian Studies, Islamic History, Psychology, Journalism, Anthropology, Philosophy, Electronics Service Technology (EST), Computer Information Technology (CIT).

The meeting will be held in each district at the same venues where it was held last year. The Principals of the cluster venues shall make necessary arrangements for the conduct of the meeting. The Regional Deputy Directors will oversee the programme.

Each subject convener shall furnish a copy of the list of teams and the schools allotted to the Regional Deputy Director concerned and the District Co-Ordinators.

Each team will consist of 2 teachers. A team should conduct monitoring at 2 schools on a day. A maximum of 10 schools can be allotted to each team. They shall complete the process within 5 days. (Care shall be taken to allot schools in even numbers).

Except the teachers of rare subjects, the teachers of all other subjects shall conduct monitoring in the district of their head quarters only.

Teachers of rare subjects, their number being a few and unevenly distributed across the state, are permitted to travel to neighbouring districts for monitoring purpose. They are permitted to conduct monitoring at one school per day as the schools with rare subjects are sparsely distributed and far apart.

Detailed guidelines will be issued separately.

**Sd/-
DIRECTOR**