

CENTRAL BOARD OF SECONDARY EDUCATION

*“Shiksha Kendra”, 2, Community Center,
Preet Vihar, Delhi-110092*

CBSE/EO (L)/IIMC-TRG/2009

**November 11, 2009
Circular No. 56**

**All the Heads of Independent Schools
Affiliated to the CBSE**

SUBJECT: Training Programme for Principals at IIM Calcutta.

Dear Principal,

As you may be aware, CBSE has been conducting training programmes for principals in ‘**Strategic Leadership and Management**’ in collaboration with the Indian Institute of Managements and NUEPA, New Delhi. The second Strategic Leadership and Management Programme at IIM Calcutta for principals of senior secondary schools affiliated to CBSE is being organized as per the following details :

Dates : 18-22 January, 2010

The objectives of the programme are as given below :-

- Developing systematic strategies and processes for managing key functional areas in schools, such as financial management and resource mobilization, management of human resources and interpersonal relations and resolution of conflicts.
- Identifying and implementing suitable systems of appraisal and evaluation of feedback for teachers and staff.
- Place of value and culture in the present educational system: identifying options and evolving choices.
- Achieving personal growth (intellectual, emotional and social) and organisational development.
- Introducing and managing change within the school system in the context of rapid changes taking place in society.
- Role of technology in management of schools.

The fee for the training programme will be **Rs. 27,575/- (25000+2575 service tax @ 10.3%) per participant** which will include the training fee, boarding and lodging of the participants at the venue and reading materials. **This is a fully residential and intensive course and therefore requires commitment to learn. The participants will be expected to stay on campus and participate in pre dinner sessions also.**

Preference will be given to those who have never attended any IIM programme earlier, are active partners of various initiatives of the Board (hosting workshops, seminars etc.) are members of a Sahodaya cluster and contribute regularly to the Cenbosec, the quarterly journal of CBSE.

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Principals who are interested in participating in this training programme are requested to complete the registration form given overleaf and send it to the following address:-

**Dr. Sadhana Parashar, Education Officer
CBSE, "Shiksha Sadan", 17, Institutional Area,
Rouse Avenue, Delhi- 110 002.**

The Registration form can also be emailed to: sadhanap.cbse@nic.in.

The registration form should not be accompanied by demand draft for the fee at this stage. The last date for receiving the registration form is **December 15, 2009**. Details of mode of payment of fee, reporting time etc. will be conveyed to the selected participants later.

Yours sincerely,


(VINEET JOSHI)
CHAIRMAN

Encl : Registration Form

Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110 016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737 101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar- 791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair-744 101.
8. The Secretary, Central Tibetan School Administration, ESS ESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110 085.
9. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
10. The Education Officers/AEOs of the Academic Branch, CBSE.
11. The Joint Secretary (IT) with the request to put this circular on the CBSE website.
12. The Library and Information Officer, CBSE
13. E.O. to Chairman, CBSE
14. DO / PA to Secretary, CBSE
15. PA to CE, CBSE
16. PA to Director (Acad.)
17. PA to HOD (AIEEE)
18. PA to HOD (Edusat)
19. PRO, CBSE


CHAIRMAN

Programme for Principals in Strategic Leadership Skills at IIM, Calcutta
Registration Form - IIM (C)
January 18 – January 22, 2010

1. Name of the Principal _____
2. Name and address of the school
with Pin Code: _____

3. Status of the School: _____ Secondary/ Senior Secondary
4. Phone No(s) with STD Code: _____ Office: _____ Residence: _____
Mobile: _____
5. Number of years spent working as Principal _____
6. No. of the years for which the school
has been affiliated with the CBSE _____
7. Email Address: _____
8. Whether the Principal has already attended _____ Yes/No
training programme conducted by CBSE at _____
IIM, Ahmedabad/Lucknow/Bangalore
or NUEPA, New Delhi (if so when and where) _____
9. Whether the school has organized any
programme sponsored by the CBSE, (if _____
yes please give details) _____
10. Whether the school is a member of any
Sahodaya Complex or not. (If yes, please _____
give details.) _____
11. Any contribution to the field of Education _____
you would like to mention _____
12. Articles contributed to Cenbosec /National/
International Journals. _____
13. Books published, if any (Separate list
may be enclosed) _____

The last date for receiving the **Registration Form is December 15, 2009**. Details of mode of payment of fee, reporting time etc. will be conveyed to the selected participants later. **The registration form should not be accompanied by the demand draft for the fee at this stage.** The Participants will be required to remit the course fee directly to IIM, Calcutta **once the confirmation of the participants is conveyed to them.**

Declaration: All the information mentioned above is true to the best of my knowledge.

Date: _____

Signature: _____

Please note that **Demand Draft for course fee should not be sent with the registration.** The hard copy of the registration form in the format given above may be posted to:

Dr. Sadhana Parashar
Education Officer (L)
CBSE, "Shiksha Sadan".17, Institutional Area,
Rouse Avenue, New Delhi-110002