



# CENTRAL BOARD OF SECONDARY EDUCATION

(An autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110092

CBSE/H(I&R)/IIFT/2010

1<sup>st</sup> October 2010

Circular No. 55/2010

All the Heads of Independent Schools  
affiliated to the CBSE

**SUBJECT:** Training Programme on 'Strategic Management & Leadership for Principals of CBSE affiliated schools at Indian Institute of Foreign Trade, Kolkata

Dear Principal,

As you may be aware, CBSE has been conducting training programmes for principals in '**Strategic Management & Leadership**' in collaboration with the Indian Institutes of Management and NUEPA, New Delhi. The overwhelming response from the Principals of affiliated schools has made the Board explore other avenues for providing training to Heads of Institutions since the intake for these courses is hugely oversubscribed.

Hence, the CBSE approached Indian Institute of Foreign Trade for strategic collaboration to provide empowerment to principals of the schools affiliated to CBSE. The Board is pleased to state that the Indian Institute of Foreign Trade has confirmed a **training programme on its campuses at Kolkata** with the following objectives:-

- **Introducing and managing change within the school system in the context of school reforms initiated by CBSE such as replacing marks with grades, Continuous and Comprehensive Evaluation (CCE), different modes of assessment - formative & summative assessment, incorporating multiple intelligence conceptual framework for assessment and innovative ways of transaction**
- Contextualising the initiatives and flagship programmes of CBSE such as Comprehensive Schools Health Programmes, Life Skills Programmes, Adolescent Education Programmes and Introduction of CCE as well as other alternative modes of assessment in the programme
- Developing systemic 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 systems and culture in the present educational system: identifying options and evolving choices
- Achieving personal growth (intellectual, emotional and social) and organisational development
- Role of technology in management of schools

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The fee for the **five day training programme** will be **Rs. 30,000/-** per participant including **boarding & lodging expenses** of the participants. **This is an intensive course and therefore requires commitment to learn. The participants will be expected to stay on campus and participate in extended sessions also.**

The schedule of this training programme is as follows:

**1. Program-1 (P-1): January 17-21, 2011 at Kolkata**

**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.**

Principals who are interested in participating in this training programme are requested to complete the enclosed Registration Form and send it to the following address:-

**Dr. Sadhana Parashar,  
Head (Innovation & Research),  
Central Board of Secondary Education,  
'Shiksha Sadan', 17, Rouse Avenue,  
Institutional Area, Delhi- 110 002**

The Registration Form can also be e-mailed to: [sadhanap.cbse@nic.in](mailto:sadhanap.cbse@nic.in)

**IMPORTANT:**

- The Principals of Senior Secondary Schools Principals who have not attended the programme at any of the IIM's earlier will be given preference for this programme.
- **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 20, 2010.**
- 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 for IIFT

**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. Director of Education, SIE, CBSE Cell, VIP Road, Junglee Ghat, PO 744103, A&N Island.
9. The Secretary, Central Tibetan School Administration, ESS ESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110 085.
10. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the independent schools affiliated with the Board in their respective regions.
11. The Education Officers/AEOs of the Academic Branch, CBSE.
12. The Joint Secretary (IT) with the request to put this circular on the CBSE website.
13. The Library and Information Officer, CBSE
14. EO to Chairman, CBSE
15. PA to CE, CBSE
16. PA to Secretary, CBSE
17. PA to Director (ACAD.)
18. PA to HOD (AIEEE)
19. PA to HOD (EDUSAT)
20. PRO, CBSE



**CHAIRMAN**

## REGISTRATION FORM – IIFT

### **STRATEGIC MANAGEMENT & LEADERSHIP FOR PRINCIPALS OF CBSE AFFILIATED SCHOOLS AT PRIVATE INDEPENDENT SCHOOLS AFFILIATED WITH THE BOARD AT INDIAN INSTITUTE OF FOREIGN TRADE**

#### **P-1: January 17-21, 2011 at Kolkata**

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. E-mail Address:	1. 2.
8. Whether the Principal has already attended training programme conducted by CBSE at any of the IIM's or NUEPA, New Delhi: <i>(If so when and where)</i>	Yes/No
9. Whether the school has organized any programme sponsored by the CBSE: <i>(If yes please give details)</i>	Yes/No
10. Whether the school is a member of any Sahodaya Complex or not: <i>(If yes, please give details.)</i>	Yes/No
11. Any contribution to the field of Education you would like to mention:	
12. Articles contributed to <i>CENBOSEC</i> / National/ International Journals:	
13. Books published, if any: <i>(separate list may be enclosed)</i>	

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

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Please note:**

- The last date for receiving the duly filled **Registration Form** is **DECEMBER 20, 2010**.
- Details of mode of payment of fee, reporting time etc. will be conveyed to the selected participants later.
- **This Registration Form SHOULD NOT BE accompanied with the demand draft for the fee at this stage.** The Participants will be required to remit the course fee directly to IIFT, Kolkata, once the confirmation of the participation is conveyed to them.

The hard copy of the duly filled in Registration Form (as per the format given above) may be posted to:

**Dr. Sadhana Parashar,**  
**Head (Innovation & Research),**  
**Central Board of Secondary Education,**  
**'Shiksha Sadan', 17-Rouse Avenue, Institutional Area, Delhi- 110 002**