



MAHATMA N.D. GROVER DAV PUBLIC SCHOOL
N.H-33, GOSAINDIH, BUNDU, RANCHI-835204
An English Medium Co-Educational School
Affiliated to CBSE +2 Level | Affiliation No. – 3430692

Constitution of the Fees Committee

Session 2026-27

Introduction

As per circular Issued by School Education and Literacy Department, Govt. of Jharkhand vide Letter No. 611 dated 27.03.2025, School Fees Committee to be formed. In order to comply the instruction laid by Govt. of Jharkhand, we are constituting the Fee Committee.

Purpose and Objectives

The purpose of the Fees Committee is to:

1. Review, recommend, and regulate the school fee structure in a fair, transparent, and reasonable manner.
2. Ensure that fee revisions, if any, are justified and aligned with the educational services provided.
3. Provide a forum to address parent queries or concerns regarding school fees.
4. Ensure compliance with all applicable laws, policies, and directives of education authorities related to school fees.

Roles and Responsibilities

The Committee shall:

1. Review the fee structure annually and propose revisions if necessary.
2. Ensure the transparency of the budgeting and fee calculation process.
3. Evaluate the need for increases based on rising operational costs, infrastructure upgrades, or other educational enhancements.
4. Conduct discussions with stakeholders (parents, staff, management) before implementing any changes.
5. Prepare a report outlining the basis and necessity of any fee revision.
6. Resolve disputes or concerns raised by parents regarding fees.

Composition

Members of the Committee are as follows:

S. No.	Name of the Member	Designation	Contact No.	Remarks
1.	Shri Ankit Jain	President	09665642696	Representative nominated by SMC
2.	Shri Deepak Kumar	Secretary	07903166423	Ex-Officio Member/ Principal
3.	Mrs. Renu Srivastava	Member	08405002051	Teachers Representative
4.	Mr. Prem Kumar Pramanik	Member	09835574672	Teachers Representative
5.	Mr. Jitendra Kr. Prajapati	Member	09006171091	Teachers Representative
6.	Mr. Dileshwar Mahto	Member	09934176231	Parents Representative
7.	Mr. Laxmi Kumhar	Member	08709680035	Parents Representative
8.	Mrs. Rashmi Devi	Member	07292939800	Parents Representative
9.	Mr. Ashok Mahapatra	Member	09546589521	Parents Representative

Meetings

1. The Committee shall meet at least twice per academic year.
2. Special meetings may be convened if needed by the Chairperson or upon written request by any two members.
3. A quorum shall consist of at least 50% of the total Committee members.
4. Minutes of each meeting shall be recorded and made available for review by relevant stakeholders

Decision-Making

1. Decisions regarding fee structures or changes shall be made by a majority vote.
2. In the event of a tie, the Chairperson shall have the casting vote.
3. All recommendations shall be submitted to the School Management/Board for final approval and implementation.




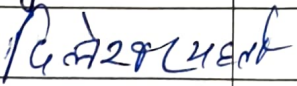

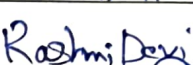
Transparency and Communication


1. Any changes in the fee structure must be communicated to parents at least 60 days prior to implementation.
2. A summary of the rationale behind fee changes should be shared during parent meetings or through official notices.

Amendments

1. This Constitution may be amended by a two-thirds (2/3) vote of the Committee members present at a scheduled meeting.
2. Any proposed amendments must be circulated to all members at least one week in advance of the meeting.

Signature of the Fees Committee Members:

S. No.	Name of the Member	Designation	Signature	Remarks
1.	Mrs. Renu Srivastava	Member		
2.	Mr. Prem Kumar Pramanik	Member		
3.	Mr. Jitendra Kr. Prajapati	Member		
4.	Mr. Dileshwar Mahto	Member		
5.	Mr. Laxmi Kumhar	Member		
6.	Mrs. Rashmi Devi	Member		
7.	Mr. Ashok Mahapatra	Member		


✓
President


16/04/26
Secretary

