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#### **NOTIFICATION**

No.A.23022/6/2006-EDN, the 12th April, 2006. In exercise of the power conferred by clause (iii) of sub-section (2) of section 30 of the Mizoram Education Act, 2003 (Act No. 5 of 2003), the Governor of Mizoram is pleased to make the following rules with a view to provide for the planned development of educational institution, inculcation of healthy educational practice, maintenance and improvement in the standards of education and better organisation, better discipline and control over educational institutions in the State, namely :-

#### **1. SHORT TITLE, EXTENT AND COMMENCEMENT :**

- (1) These rules may be called the Mizoram Education (Establishment and Management of Private High Schools) Rules, 2006.
- (2) It shall extend to the whole of Mizoram.
- (3) It shall come into force on the date, as the State Government may by notification in the Official Gazette, appoint,

#### **2. DEFINITIONS :**

In these rules, unless the context otherwise requires,

- (i) "Act" means Mizoram Education Act, 2003 (Act No. 5 of 2003).
- (ii) "Affiliation" means an affiliation of an institution to the Board.
- (iii) "Board" means the Mizoram Board of School Education to which an institution is affiliated.
- (iv) "Body" means society or firms or individual intending to establish the school.
- (v) "Chairman" means Chairman of Managing Committee of the Institute,

- (vi) "Committee" means the Managing Committee of the institution, duly constituted and approved by the Department of School Education.
- (vii) "Department" means the Department of School Education.
- (viii) "Director" means the Director of School Education, Mizoram and the word "Directorate" shall be constructed accordingly.
- (ix) "Government" means the Government of Mizoram.
- (x) "Institution" means the educational institutions in Mizoram recognised by the Government.
- (xi) "Secretary" means the Secretary of the Managing Committee.
- (xii) "Session" means the Academic Session.
- (xiii) "Treasurer" means Treasurer of the Managing Committee.

### 3. ESTABLISHMENT :

- (1) No Institution shall be established without the permission of the Government.
- (2) The Government shall grant permission for establishment of High School on following conditions:
  - (i) Application for permission shall be made in the prescribed form with prescribed fees at least six month prior to the commencement of the concerned session.
  - (ii) On receipt of the application, Government acting through Director shall cause spot verification to be made in which mainly the following points shall be examined:
    - (a) Whether there is a need of an institution at a proposed spot, and  
Whether the Body which has proposed to establish the institution is capable of running it properly.
    - (ii) In respect of clause (a) the distance of recognised institutions from the proposed spot and the requirements with respect to population shall be taken into consideration. In respect of clause (b) it shall be ascertained-(i) that the body proposing to establish the institution has resources to meet at least half of the annual recurring cost, and (ii) it has ready money in its account to deposit the security money and it has reserve funds for the construction of school buildings

**EXPLANATION :** Initially a Building Reserve Fund of Rs. 2.00 lakhs should be deemed sufficient to start the construction work. Pending construction of its own building the institution can temporarily procure

building of at least 4 rooms (30'x20') on rent or otherwise for running the classes and the office. The Institution has obtained, or it may obtain within one year, 2 acres of land in rural area and 1 acres of land in one plot in urban area.

(3) The Institution shall not admit students unless permission has been granted by the Government.

(4) No permission shall be granted with retrospective effect.

(5) The Institution shall be open to inspection by any officer authorised to do so by the Director.

(6) The Institution shall within 5 (five) years of its establishment, obtain an affiliation to the Board.

#### 4. MANAGEMENT :

(1) There shall be a Managing Committee constituted for the management and administration of every recognised High School.

(2) The members of a Managing Committee shall hold office for a term of two years, except the teachers' representative whose term of office shall be for one Academic year. In the event of a casual vacancy, the nomination or election or cooption, as the case may be, shall normally be made for the residue of the term.

(3) The Managing Committee shall meet at least once in every Quarter; five days clear notice shall be given before a meeting.

Provided that the Chairman, may, in any case of urgency, direct to call an emergency meeting at a shorter notice.

(4) Two-third of the member shall form quorum for a meeting of the Managing Committee.

(5) Managing Committee shall select a Chairman from amongst its members, who shall preside over the meeting and in the case of his absence in a meeting, the members present shall elect one from amongst themselves to preside over the meeting.

(6) Headmaster of the Institute shall be the Member Secretary of the Managing Committee.

(7) If the Government suo motto or on receipt of any information is of the opinion that the Managing Committee of the Institute has not been properly constituted or the Managing Committee is not functioning properly, it may direct reconstitution of Managing Committee and the reason for doing so may be recorded in writing.

- (8) The Managing Committee besides the functions assigned to it shall perform the following.
  - (a) Grant of leave (other than CL) and allowances.
  - (b) Imposition of penalties on the Staff in accordance with the rules as may be prescribed by the Government.
- (9) The Secretary shall be the agent and the Executive Officer of the Managing Committee and shall:
  - (a) Convene Meetings of the Managing Committee and prepare agenda thereof including items suggested by the Chairman.
  - (b) Record the proceedings of the meeting of the Managing Committee.
  - (c) Carry on correspondences with the Department and others with regard to the decisions of the Managing Committee.
  - (d) be responsible for implementing the decisions taken by the Managing Committee.
- (10) In every recognised High School, the Headmaster shall be responsible for the general administration and discipline of the Institute. All members of the staff of the Institute shall be under his control and he shall-
  - (a) assign duties (teaching, administrative and extra-curricular activities) to the Staff of the Institute and see their performances.
  - (b) be responsible for the maintenance of discipline and the development of corporate life in the institute.
  - (c) grant casual leave or permission to leave the station to the members of the staff of the institute.
  - (d) to be custodian of all records of the institute.
  - (e) carry on all correspondences in respect of an academic and administrative matters of the institute.
  - (f) subject to the control of the Managing Committee, have powers to make bye laws for the internal management and guidance of clubs, staff and students of the institute, but a copy of such bye-law shall be submitted to Managing Committee for Information within fifteen days of its issuance.
- (11) The Managing Committee shall select Treasurer from amongst its members, who will maintain the account of the Institute.

- (12) The Institution shall maintain such records and registers as may be directed by the Director.

**5. STAFF :**

- (1) All High Schools recognised by the Government shall appoint Headmaster and at least four qualified teachers of which two teachers must be Science graduates capable of teaching Science and Mathematics.
- (2) A recognised High School shall have the following non-teaching staff.
  - (i) One L.D.C.-cum-Typist.
  - (ii) Two Group 'D' employees.
- (3) The salary, allowances, requisite qualifications and other service conditions of the teaching and non-teaching staff may be as prescribed by the Department with approval of Government.

**6. ADMISSION :**

- (1) No student shall be admitted to the Class-VIII of any recognised High School unless he/she has passed the Middle School Leaving Certificate Examination held by the Mizoram Board of School Education or equivalent standard.
- (2) The fees, fine and other charges shall be the same as may be prescribed by the Department.

**7. COURSES OF STUDY :**

- (3) Courses of study for High School shall be as prescribed by the Board.

The number of working days in one academic year shall be as prescribed by the Director.

L. Tohhong,  
Commissioner & Secretary to the Govt. of Mizoram,  
Education & Human Resource Development.