

CHAPTER XIX

**CONSTITUTION AND FUNCTIONING OF LOCAL
EDUCATION COMMITTEES**

1. There shall be a Local Educational Committee constituted under Section 24(1) of the Act for a group of Primary Schools situated within an area of about 3 to 4 square miles in the area of compulsion.
2. The Local Education Committee will consist of -
 - (i) a member elected by the Headmasters of Lower Primary Schools in the area from among themselves;
 - (ii) the Headmaster of the Upper Primary School in the area and if there are more than one Upper Primary School, one of the Headmasters elected by them from among themselves;
 - (iii) a member elected by the Managers of Aided Primary Schools in the area from among themselves;
 - (iv) one member elected by the Panchayats and Municipal Councils or Corporation in the area;
 - (v) two members nominated by the Government. They shall be persons of experience in education and shall be acquainted with the educational conditions prevailing in the area. One of the members shall be a member from among the Scheduled Castes & Tribes and other educationally Backward classes.

The Headmaster of the Upper Primary School in the area shall be the Convener of the Committee and the President may be elected by the members from among those elected or nominated under clauses (iii), (iv) and (v).

Any member of the Committee shall cease to be a member if he is absent for two consecutive meetings of the Committee without the permission of the President.
3. Three members shall form the quorum.
4. The names of schools that may come under the jurisdiction of each committee shall be determined by the Assistant Educational Officer having jurisdiction over the area: The District Educational Officer and the Assistant Educational Officer having jurisdiction in the area shall have the right to attend any meetings of the Committee in the area.

5. Every Committee appointed as per Rule 2 shall function for a period of three years and shall thereafter be reconstituted. Any person appointed to fill a vacancy occurring in the office of the member previous to the expiry of his term of office shall hold office only so long as the member in whose vacancy he is appointed would have held office if the vacancy had not occurred
6. The Government shall have the power to dissolve any Committee which in their opinion does not function properly.
7. The Committee shall attend to all the duties prescribed to be done by it by the Act and the Rules passed there under.
8. The President shall convene meetings of "the Committee for the transaction of business on such dates at such time as he may arrange. The meetings will ordinarily be held in the office of the Convener of the Committee.
9. The Committee shall meet ordinarily once in two months and shall maintain a correct record of its proceedings. The minutes of the Committee shall be open to inspection by any officer of the Education Department.
10. The Committee shall obtain and keep a record of such information as may be necessary for the purpose of discharging its functions. The Registrar of Births and Deaths in charge of the area shall in particular supply such information as may be required by the Committee for the maintenance of the registers referred to in clauses (a) and (b) of sub-rule (1) of Rule 11. Any request of the Committee for information regarding non-attendance of children shall immediately be complied by the Headmaster of every primary school and Headmasters of High and Higher Secondary and Training Schools with Primary sections attached in the area.
11. (1) In addition to the minutes of the proceedings required to be kept under Rule 9 the Committee shall maintain the following records :-
 - (a) A register of children of the age group 6 to 14 in the area.
 - (b) A register of children of age group 0 to 6 in the area.
 - (c) A file of certificates of exemption granted by the Committee under Rule 15.
 - (d) A register of children in its area who are physically and mentally unfit for ordinary education.

- (e) A register of complaints made and cases taken against defaulting guardians.
- (2) The Convener shall be in possession and shall be responsible for the correct preparation of all the records required to be maintained by the Committee.
12. Cards containing particulars of children of the age group 0 to 14 shall be written out for every house in each area of compulsion by the Convener or the member appointed by the Committee, as the case may be, and shall be handed over to the guardians of the children duly attested by him for the purpose of identification. The registers referred to in clauses (a) and (b) of sub-rule (1) of Rule 11 and the cards handed over to the guardians, shall contain particulars of the children, parents or guardian, their occupation and income, age of the children, and other details.
 13. The Committee shall consider the question of providing for special education for those children who are physically or mentally unfit for ordinary education and take up the matter with the heads of institutions for special education in the State.
 14. All communications with the Committee shall be made through the President.
 15. Every application for the exemption of a child from attendance in a primary school shall be made by the guardian to the Committee in the area except in the case of applications contemplated in Section 27 (1) of the Act. The application shall state the grounds on which exemption is applied for. The Committee shall consider such application in its meetings and grant exemption certificates in deserving cases as contemplated in Section 27 (2) of the Act.
 16. It shall be the duty of the Headmaster of every Primary School in an area of compulsion and the Headmasters of High and Higher Secondary and Training Schools with Primary section attached in the area, to prepare a list of the pupils of the age group 6 to 14 in the rolls of the school and to furnish it to the Local Education Committee along with particulars regarding the parents or guardians of the children, the age of child, etc. in such manner and such time as required by the Committee so as to enable the Committee to identify the names with the names in their Registers. The Headmasters shall like-wise prepare and furnish to the Committee a defaulter's list showing the list of pupils who have been admitted but have failed to attend the school as prescribed by the Local Education Committee under Section 22 (iv) of the Act.

17. The Convener of the Committee shall prepare a defaulters' list for the area with reference to the names in the Registers and records maintained under rule 11 and the lists received from the Headmasters in the area and by such other methods as may be decided by the Local Education Committee.
18. The Local Education Committee may scrutinize and revise if necessary the defaulters' list, organize visits to guardians, or do such propaganda as may be considered desirable to attract the defaulters' into schools or to advise the guardians, investigate all cases in which children who should be at school have been absent and shall perform such duties as are necessary to implement the provisions of the Act in regard to attendance at schools and to ensure that the employment, if any, of children does not interfere with their attendance in the Government or private schools.