

30th Dzongkhag Education Conference

17th – 18th September, 2021

Semjong Primary School

Theme: “Accelerating competency based education through technology and human values”

Minutes and Resolutions of the 30th Dzongkhag Education Conference

1. Background of the 30th Dzongkhag Education Conference



The 30th Dzongkhag Education Conference was convened from 17th – 18th September 2021 at Semjong Primary School with the theme: “*Accelerating competency based education through technology and human values*”. The conference begun with offering of butter lamp graced by Dasho Dzongdag followed by Marchang Ceremony and Zhabten to His Majesty, the King.

Mr. Rinchen Gyeltshen, Chief Dzongkhag Education Officer conveyed welcome note by welcoming Dasho Dzongdag, Gup and Lam of Semjong Gewog, principals and Teacher In-charges of the 17 schools. He also conveyed special welcome to the incoming Principals (Rigzin Thinley, Principal of Mendrelgang PS and Tshewang Tenzin, Principal of Patshaling PS) followed by receiving “khadhar” from the Dasho Dzongdag. After highlighting the theme, purpose and agenda of the conference, presentation on Result Analysis of Mid-Term Examination was done followed by sharing of National Level Mid Term Result Analysis.

Words of wisdom from Dasho Dzongdag

Dasho Dzongdag shared on leadership and management skill of the Principal which is moving force for excellent performance and excellent product. Resourcefulness is quality of Principals and teachers to maximize the effort and bring the best result. Dasho urged the principals and teachers to be creative in planning and implementing activities after drawing school strategic plan. He told to share a copy of strategic plan of each school.

The opening session of the conference concluded with vote of thanks by Tshering, Dy. Chief Dzongkhag Education Officer and the photo session followed by high tea and refreshment.

2. Midterm Result Analysis

Mr. Rinchen Gyeltshen, Chief DEO continued presentation and discussion of Mid-Term Examinations Results Analysis and findings **specifying status and improving** pass percentage, Learning Outcome, Academic Learning Score and Proportion of students scoring more than 60% in STEM subjects.



He also requested principals to make presentation of result analysis of national, dzongkhag and school to the teachers and come out with appropriate strategies for improving academic performance of the students. It is also resolved to submit a copy of academic performance strategies before 27th September, 2021.

Name of school	Pass %	L O				ALS	Proportion
		Eng	Dzo	Maths	Sci		
Damphu CS	66.98	54.30	66	58	58.30	69.78	21
Mendrelgang CS	95.09	58.03	60.93	59	67.86	64.59	28
Tsirangtoe CS	51.13	69.08	63.63	66.24	54.46	45.68	35
Damphu MSS	89.24	62.20	60.40	62.40	63.70	69.94	45
Sergithang PS	100	72.29	81.61	79.71	72.37	91.85	79
Phuentenchu PS	86.56	64.15	63.43	71.03	56.09	75.27	56
Semjong PS	93.75	65.55	78.11	72.52	54.41	82.81	65
Doonglagang PS	92.98	66.64	65.26	65.46	26.48	74.71	47
Kilkhorthang PS	100	74.14	70.69	73.29	78.13	87.41	54
Pemathang PS	91.48	62.88	66	65.88	61.17	69.05	38
Gosaling PS	93.14	77.11	84.55	83.06	72.14	95.22	72
Tsholingkhar PS	96.13	71.87	72.92	75.92	74.93	86.88	64
Rangthangling PS	95.83	65.15	73.03	69.22	60.22	59.82	51
Patshaling PS	84.87	70.62	68.65	72.14	58.97	82.67	64

Barshong PS	98.65	72.27	72.48	75.47	63.50	84.63	69
Mendrelgang PS	92.99	60.77	63.15	68.49	66.08	69.61	31
Nimazor ECR	100	70.89	65.17	65.17		81.94	52.38



He recommended to practice and implement the strategies given below to ensure achievement of 100% pass, 60 in every subject for learning outcome, 60% as minimum of Academic Learning Scores and 50% minimum in proportion of students scoring more than 60% in STEM (Dzongkha, English, Mathematics, Science subjects and IT).

1. Conduct weekly test on completion of unit.
2. Supervise the reading program.
3. Carry out Mid-Term Result Analysis, make presentation and discuss interventions and support areas with parents.
4. Identify and conduct remedial program to the weaker students at least one hour daily after school.
5. Keep library and ICT labs open on Saturday afternoons for students to explore the resources on different subjects.
6. Solve at least 5 years past question papers.
7. Create teachers – parents’ forum and discuss the conduct, behavior and performance of the students of the respective class.
8. Carry out extra academic support program for academically challenged students.
9. Class Teachers to teach Driglam Namzha (such as kapney/rachu wearing, respect, bowing, code of conduct, politeness and other expected behavior.
10. Schools to carry out study tips, Value Education, and Life skill education program.

It is resolved that every school shall submit strategic plan and Classroom Improvement Plan for compilation and follow up.

3. Revised activities of the Annual Performance Agreement (APA)

Chief DEO presented vision, mission, objectives, strategies of Annual Performance Agreement of the Education Sector and the Dzongkhag. Accordingly, Principals are asked to align the school programs with Annual Performance Agreement (APA).

Revised APA activities: *Enhance quality of education and skills*

SI	Actions	Success indicators	APA Target 2021	Responsible person
1	Improve class size of Pry and Sec	Class size of Pry with 24 or less and secondary with 34 or less	Pry-80% Sec-70%	CDEO & YW, DCDEO
2	Improve ECCD enrollment	ECCD enrollment rate by gender	M-40% F-40%	Tshering, DCDEO
3	Improve NFE completion rate	NFE completion rate by gender	M-65% F-70%	CDEO
4	Improve NFE enrollment rate	NFE enrollment rate by gender	BLC: M-20, F-25 PLC: M-10, F-40	CDEO
5	Improve pass % of students	Improve pass % of PP-XII	95%	DEOs & Principals
6	Improve learning Outcome of students	Improve learning outcome of PP-XII	Dzo-65 Others-50	DEOs & Principal
7	Improve Academic Learning Scores of students	Improve Academic Learning Scores of PP - XII	55%	DEOs & Principals
8	Enhance Class VI proportion in STEM subjects	Proportion of students scoring more than 60% in STEM subjects by gender	M-54% F-53%	DEOs and Principals
9	Enhance Class proportion in STEM subjects	Proportion of students scoring more than 60% in STEM subjects by gender	M-47% F-47%	DEOs and Principals
10	Enhance competencies of DEOs, Principals, Teachers, support staff, NFEIs, ECCDFs & CLCMs	% of teachers availing 40 hours PD through SBIPs, CBIPs & DBIPs	100%	DEOs
11		% of NFEIs/CLCMs covered in 3 days PD program	100%	CDEO
12		% of ECCDFs covered in 3 days PD program	100%	Tshering, DCDEO
13		% of Gyalpoi Tozey students covered in 2 days PD program	100%	CDEO
14		% of furniture procured for schools, NFECs, ECCDCs & CLCs	100%	CDEO & Kelzang Chhodup
15	Improve facilities	% of equipment procured for schools, NFECs,,	100%	CDEO & Kelzang

	of schools,	ECCDCs & CLCs		Chhodup
16	NFECs, ECCDCS & CLCs	% of computers and peripherals procured for DEOs and Schools	100%	CDEO & Kelzang Chhodup
17	Improve services for special needs children	Number of students covered under special education services by gender	20	CDEO & Kelzang Chhodup
18	Reduce out of schools youth	Number of out of school children admitted (including special needs age 6-14 years) in schools	8	Tshering, DCDEO
19	Provide safety and protection services to women and children	% of awareness program and services provided to women and children	100%	YW, DCDEO
20	Human resources improved	Specific subject teachers required and deployed	Gen-3 Dzo-5	YW, DCDEO
21	School health and hygiene improved	Schools with access to safely managed WASH (water, sanitation & hygiene) facilities	95%	Tshering, DCDEO
22	Students leadership competencies improved	Proportion of schools with vocational/co-curricular activities	100%	CDEO
23		Programs implemented to improve life skills competencies of students	11	CDEO
24	Students competencies in ICT improved	Number of computers provided(student computer ratio) Pry: 1 com-30 stds Sec: 1 com-20 stds	Pry: 1-30 Sec: 1:20	CDEO & Kelzang Chhodup
25	Reduce or eliminate informal boarding	Number of students in informal boarding	Less than 5	CDEO & YW,DCDEO
26	Improve infrastructure of schools	Complete construction of 6 units staff quarters, 2 blocks of 180 bedded hostels, academic toilet at TCS (spill over)	100%	DEOs & Principals
27		Complete construction of 120 bedded hostels and 6 units staff quarter at DCS (spill over)	100%	DEOs & Principals

28		Complete construction of units staff quarters and academic toilets at MCS (spillover)	100%	DEOs & Principals
29		Show progress of construction of 6 units classrooms at DMSS	100%	DEOs & Principals
30		Complete construction of pick and drop point and maintenance of roof damaged by disaster at DMSS	100%	DEOs & Principals
31		Complete maintenance of academic block, construction of staff toilet, procurement of sintex and support pillar at DCS	100%	DEOs & Principals
32		Complete maintenance of academic buildings, staff quarter, electrification, construction of sintex support pillars and procurement of sintex at MCS	100%	DEOs & Principals
33		Complete maintenance of academic building and toilets , construction of stair cases,rectification of water leakage in toilets at Mendrelgang PS	100%	DEOs & Principals
34		Complete maintenance of academic buildings and toilets at Patshaling PS	100%	DEOs & Principals

It is resolved that all the schools shall implement and ensure that the APA targets are achieved with proper monitoring and execution in place.

4. School Feeding Program

Tshering, Deputy Chief DEO presented policies, plans and program of the feeding program covering the following points:

- Food supply from FCBL and the challenges.



- School Health & Feeding Program policies, programs and activities with mandate to increase local products and linkages with farmers' groups.
- Schools to comply with procurement procedures and rules while at the same time to ensure that students are provided with balance diet within allocated stipend.

Mrs. Yeshey Wangmo, Dy.CDEO shared some of the observations and recommendation for better mess management as follows:

- Inform the focal DEO if there is any infestation of food supplied for follow up actions.
- Share food receipt to the Dzongkhag for compilation, record and follow up.
- Update food receipt in excel sheet and the MODA online.
- Check and inform whether rice received is fortified with vitamins or not.
- Confirm the weight of food items upon receipt from FCBL
- Ensure that physical and stock balance is made monthly.
- Ensure that food items are not misused by anybody.
- Enhance School Agriculture Program (schools without agriculture land may develop pot gardening)
- Maintain records of vegetable produce as per the format in APA.

5. National Convention for Women and Children (NCWC)



Yeshey Wangmo, Dy. CDEO shared the concept of NCWC, activities, challenges, status of budget, support and the differences between sex and gender covering the following points:

- Difference between sex and gender.
- Different needs of men and women, boys and girls.
- Development of policy and programs based on needs of gender.
- Avoid making distinction, exclusion or restriction on the basis of sex.
- Principals are required to provide advocacy on sex and sexuality so that they are not discriminated and do not come in conflict with the law.

The floor endorsed that gender shall be considered while planning any programs and activities.

6. Scouts Program

Yeshey Wangmo, Dy.CDEO presented on the status of scouts and members who joined during the last 4 years. Then she recommended the way forward to accelerate the scouting program through the following.

- Revitalization of Community scouts.
- Conduct two days winter camp.
- Formation of Dzongkhag Executive Committee.
- Kuenga advancement training/ test.

It is endorsed that the scouting programs in the school be strengthened by increasing the number of scout members in the school.

7. Counseling Program

Mrs. Yesey Wangmo, Dy.Chief DEO presented on status, plans, programs, activities and challenges of the Counseling Program. She also shared status and plans of Research on mental health which is on-going while the research report shall be published in November, 2021.

In order to provide better interventions and support services on counseling to the Primary Schools students, the schools are divided against the four existing counselors as below:

1. Counselor of Mendrelgang CS-Mendrelgang PS, Patshaling PS and Barshong PS
2. Counselor of Damphu MSS- Rangthangling PS, Pemathang PS and Gosaling PS
3. Counselor of Damphu CS-Tsholingkhar PS, Doonglagang PS and Kilkhorthang PS
4. Tsirangtoe CS-Sergithang PS, Phuentsenchu PS and Semjong PS

8. ECCD and SEN Program

Mr.Tshering, Dy.Chief DEO presented the aims, objectives, purpose, benefits and plans for 2021-2022 of the ECCD & SEN program. He shared physical, social, emotional and cognitive development benefits to the children through Community Based, Home Based, and Mobile ECCD centres Programs. He informed that the parents should be given advocacy about the interventions and ECCD programs in place and Principals are the ambassadors for reaching the information about ECCD program in their community. After having explained on Quality Monitoring Tools for Early Childhood (QMTEC), he also shared document required at the ECCD centres: attendance register of facilitators, parents and children, daily schedule, minutes of meetings, report of health education service provided, stock register, children portfolio, daily activity plans, code of conduct, operation manual and curriculum implementation guide.

It is resolved that ECCD programs shall be implemented following operational guideline followed by proper monitoring using the tool and submit report to the focal DEO.

9. Dzongkhag Education Staff Welfare Scheme (DESW)

Mrs. Yeshey Wangmo, Deputy Chief DEO presented the by-laws, background, objectives, membership, termination of membership, DESW committee and the responsibilities, modalities of contribution, term and condition, semso payment modalities, registration of new members and forms followed by discussion. Mr.Cheku, Principal of Rangthangling PS was appointed as Member Secretary of DESW.

It is resolved that revised DESW shall be followed along with timely registration of members, contribution and payment. Mr.Kelzang Chhodup, Administrative Assistant shall handover the responsibility of Member Secretary with proper accounts and document to Mr.Cheku, Principal, Rangthangling PS with effect from 1st October, 2021.

The payment of semso was resolved as below in the box.

Description of members	Existing Semso amount
Demise of member	Nu 25,000
Demise of member's spouse and direct parents	Nu 20,000
Demise of direct children above 1 year	Nu 10,000
Demise of direct children below 1 year and still birth.	Nu.5000
Demise of Principal, Teacher- In-Charge and staff of DEO's office	Nu 1000 each from every member

It was followed by sharing of school level semso, collection and payment mode.

10. 2021-2022 Budget Approval, distribution and implementation plans

The Chief DEO shared the approved budget for capital and the current covering for constructions, programs, computers, equipment, furniture, stationery, utilities, maintenance of property (building, equipment, computers, vehicles), text books, library, enrichment and other. He also informed the Principals that all the activities should be either completed or commenced before mid-term review of budget on 10th December, 2021 where unused budget shall be transferred to activities of any sector where there is budget shortage. Hence Principals are required to follow up on processing procurement and submission of bills against the allocated budget. Approved budget for 2021-2022 as follows:

Sl.	Activities	Approved budget Amount (M)	Remarks
1	Construction of staff toilets at Damphu CS	0.700	DEOs and concern Principals to facilitate
2	Major renovation of old academic block	1.500	DEOs and concern Principal to facilitate

	at DCS		
3	Construction of water reservoir tank (Procurement of sintex at DCS	0.300	DEOs and concern Principal to facilitate
4	Construction of 4 units staff quarters and PF toilets at Mendrelgang CS (Spillover)	1.000	DEOs and Principal to facilitate
5	Re-construction of septic tank of girls' hostel at MCS	0.300	DEOs and concern Principal to facilitate
6	Renovation of temporary Hostel Shed at Mendrelgang CS	0.800	DEOs and concern Principals to facilitate
7	Re-electrification of hostels and academic blocks at MCS	1.000	DEOs and concern Principal to facilitate
8	Maintenance of staff quarter at MCS	0.500	DEOs and concern Principal to facilitate
9	Construction of additional water tank/ procurment of sintex at MCS	0.300	DEOs and concern Principal to facilitate
10	Construction of 12 units classrooms, 2 blocks of 180 bedded hostels, 6 units staff quarter and 1 block of toilets at Tsirangtoe CS	2.000	DEOs and principal to facilitate
11	Construction of 6 units classrooms at Damphu MSS	4.000	DEOs and concern Principals to facilitate (of Nu.5.000 m, Nu.1.000 transferred to 3 phase and other activities so it is Nu.4.000 m only)
12	Pick and Drop Point ar Damphu MSS	3.000	DEOs and concern Principals to facilitate
13	Maintenance of classrooms at DMSS (Disaster damaged)	0.400	DEOs and concern Principals to facilitate
14	Maintenance of Mendrelgang PS	2.000	Maintenance of academic block, toilets, rectification of water leakage in new hostel block and construction of outlet stair connecting 1st floor of the hostel (DEOs & Principal to facilitate)
15	Maintenance of academic building at Patshaling PS	0.800	DEOs and concern Principals to facilitate
16	Construction of Reservoir tank and maintenance of pipe line at Patshaling PS	0.500	Budget transferred to Mendrelgang PS for maintenance as it is taken up by Gewog administration

17	Construction of ECCD Centre at Damphu Town	1.500	DEOs and concern Principals to facilitate
18	Re-electrification of Primary Schools (3 phase connection)	0.260	1. Doonglagang PS (0.030) 2. Pemathang PS (0.030) 3. Rangthangling PS (0.050) 4. Kilkhorthang PS (0.030) 5. Semjong PS (0.030) 6. Sergithang PS (0.030) (DEOs & Principal to facilitate)
19	Teacher Resource Centre (Training Others)	0.380	DEOs to facilitate
20	School Based In-service Program (Training Others)	0.275	DEOs to facilitate
21	Professional Development Program (Training Others)	2.000	DEOs to facilitate
22	NCWC Program (Advocacy to Gewog Leaders and Village Representatives)	0.350	YW, Dy.CDEOs to facilitate
23	NCWC Program (Survey and research for parents and affected victims)	0.350	YW, Dy.CDEOs to facilitate
24	NFE Program (Training others)	0.250	RG, CDEOs to facilitate
25	ECCD Program (Training for others)	0.300	Tshering, Dy.CDEOs to facilitate
26	Promotion of Scouts Program (Training others)	0.300	YW, Dy.CDEOs to facilitate
27	Implementation of Youth Forum in schools-Training others (Gyalpoi Tozey)	0.300	RG, CDEOs to facilitate
28	Procurement of chadri Items	0.500	Tshering, Dy.CDEO to facilitate procurement of Marchang thro and set
29	Procurement of furniture for NFEC, CLC & ECCDCs	0.500	DEOs to facilitate
30	Procurement of furniture for Primary schools	0.500	DEOs and Principals to facilitate
31	Procurement of furniture for DMSS (IT lab)	0.630	DEOs and Principals to facilitate
32	Procurement of furniture for Tsirangtoe CS	1.000	DEOs and Principals to facilitate
33	Procurement of equipment for Primary schools	0.105	DEOs and Principals to facilitate
34	Procurement of equipment for DMSS	0.500	DEOs and Principals to facilitate
35	Procurement of equipment for Tsirangtoe CS	0.500	DEOs and Principals to facilitate
36	Procurement of computers and peripherals for Primary Schools	2.000	DEOs and Principals to facilitate

37	Procurement of computers and peripherals for DMSS	0.800	DEOs and Principals to facilitate
38	Procurement of computers and peripherals for Tsirangtoe CS	0.500	DEOs and Principals to facilitate
39	Procurement of school stationery	13.000	DEOs and Principals to facilitate
40	S & M-Office supplies for all the schools	1.233	DEOs and Principals to facilitate
41	S & M-Science consumables	0.200	DEOs and Principals to facilitate
42	Students stipend	34.658	DEOs and Principals to facilitate
43	Travel in- Country	1.230	DEOs and Principals to facilitate
44	Meeting & Celebration	0.460	DEOs and Principals to facilitate
45	Utilities-Telephone and internet	2.790	DEOs and Principals to facilitate
46	Utilities-Electricity and water	1.852	Principals to initiate
47	Utilities-Fuelwood	4.995	Principals to initiate
48	MoP-Building	0.200	Principals to initiate
49	MoP-Equipment	0.200	Principals to initiate
50	MoP-Computers	0.200	Principals to initiate
51	MoP-vehicles	0.830	(DCS, MCS, TCS)
52	Advertisement	0.060	HRO will take care
53	Pay and allowances	215.974	Finance section will take care
54	Other personal emolument	4.935	Finance section will take care

11. School Conduciveness/User Guideline



Mr. Rinchen Gyeltshen, Chief DEO presented school conduciveness program with purpose to maintain cleanliness of the work places such as Principal's office, Vice Principals' office, staff room, store rooms, library room, laboratory rooms, hostels, toilets, multi-purpose hall, kitchen cum store, play ground and open spaces.

Purpose of the guidelines

- Ensure that school family and students enjoy homely atmosphere and considered school as learning temple.
- Ensure that the staff and the students are safe all the times.
- Ensure that school buildings and facilities are properly maintained and recorded, maintained and sustainable reducing the cost of maintenance.
- Handing taking of the staff quarters, classrooms and other work places are properly done and every individual is accountable and responsible for the damages.

Guideline shall be effective from 15th September 2020.

It is endorsed that all schools shall keep the school surrounding and the campus including all the work places, classrooms, hostels, toilets and playground conducive and properly recorded.

12. School Performance Management System (SPMS)

The CDEO reiterated that School Performance Management System (SPMS) should be taken seriously with proper plans and observations and evaluation based on physical and document verification. The following points should be considered in SPMS:

General document for guiding the validity:

1. Indicator wise policy
2. Indicator wise action plans where ever relevant
3. Evidences report based on activities in the action plan
4. Summary record for PD Program, Teaching Strategies, Daily lesson plans, use of ICT
5. Check list and time table for mass participation such as participation for Co-Curricular & Extra –curricular activities, access to quality play grounds and sports facilities

A. Physical verification

- Clean surrounding, playgrounds, spaces, classrooms and work places (including offices, staff rooms, library, laboratory, dining hall, multi-purpose hall, kitchen cum store, toilets and stores.
- Walls of structures and toilets should be free of graphite (scribbles and foot marks)
- Has proper waste segregation shed for plastics, papers, metals and glasses
- Has clean and safe play grounds with properly marked lines for foot ball ground, volley ball court, badminton and other facilities
- Toilets are cleaned and washed on daily basis
- Kitchen and stores are kept clean with proper stacking and arrangement of utensil and food commodities
- Broom box, and dust bins are made available in every classrooms and work places
- Properly arranged bags or sleepers outside the classrooms
- Classrooms cleaned in the afternoon and chairs or stools arranged under desks or tables

B. Academic documentation

- Proper label of subject corners, boundary set up and proper display of quality Teaching Learning materials
- Properly arranged books on the students desks, teacher's table, cupboard/book shelves/lockers in the classrooms
- Properly updated attendance of staff and students and other registers
- Properly updated Continuous Assessment Register and Master Progress Report Register
- Properly planned remedial program and implementation report along with performance improvement
- Properly planned formative or Continuous Assessment and implementation record
- Daily lesson plans prepared incorporating all the required lesson components, GNH values and done as per the policy

- Properly planned summative assessment and implementation made available

He also shared sample of policy, action plan and evidence report followed by showing pictorial evidences of how each school look like and how it should be.

It is resolved that SPMS shall be implemented as per the mandate and requirement shared by Chief DEO.

13. NFE/CLC Program

Mr. Rinchen Gyeltshen, Chief DEO presented the revised policy and guideline covering the following for compliance and implementation by Principals of parent school.

1. Revised NFE and CLC policy
2. Progression of learners
3. NFE and CLC Centre establishment proposal form and procedures
4. Monitoring tools, reporting system and the format

It is resolved that the revised proposal procedures and monitoring system shall be adhered.

14. School Reforms

Chief DEO shared the concept of reform at the individual and the school level. If every individual takes care of the learning of the students of the respective subjects and the classrooms, this contributes to organization and the institute which shall result in better performance and the outlook of the school which shall further contributes to Dzongkhag, Ministry and the Nation. So making the teaching of subject enjoyable and meaningful for students result better performance of the students and every class teacher taking care of classroom property, cleanliness and maintenance of the classroom shall contribute to conduciveness of the school as a whole. Similarly for wardens, matrons, care givers, library assistant, lab attendant, store assistant, IT assistant and administrative assistant, teachers, Vice Principals and Principals. Reform should start from the individual by doing beyond expectation and being role model. So, high performing students would be the result who will build nation and bring bigger reform. He also reiterated the principals to read the Royal Kasho on reform time to time and get teachers read frequently to understand the message. It is resolved that every teacher and the support staff shall bring reform at the individual level and the school level within the capacity of the school and the individual.

15. Miscellaneous Agenda

- a. **Supply of fuel wood-** Procurement Officer to be consulted before placing supply order for fuel wood.
- b. **Motivation for High Performing Teachers:** The system of awarding commendation certificates to the Principals and Teachers teaching the National Toppers and schools producing 100% pass result from Classes X and XII shall be continued.
- c. **Internal Dzongkhag Transfer** – transfer considered based on eligibility by subject requirement, seniority and genuineness proven by required document.
- d. **Procurement of library books** shall be communicated after consulting with Procurement Officer.

- e. **Code monkey**-Dzongkhag Tshogdu resolved for increasing the capacity of mbps through support from the Gewog administration.
- f. **Feedbacks**- Principal of Damphu CS shared that the system of receiving open feed backs from the subordinates is useful and helps in improving the system.
- g. **Malady sickness**: Officiating Principal shared about 20% of the students falling sick treatment and the spiritual programs. The chair of the conference advised the school to attach the best friend or referred for counseling services.
- h. **National Day Celebration**: Chief DEO informed the school to prepare National Day Program dedicated to His Majesty the King for conveying gratitude in keeping Bhutanese people safe during pandemic.

16. Conclusion

Mr. Rinchen Gyeltshen, Chief DEO as the organizer of the 30th Dzongkhag Education Conference conveyed gratitude to DASHO Dzongdag and the Dzongkhag Administration for considering approval, supporting in financial and human resource, gracing the opening of the conference and sharing valuable words of wisdom on leadership, professionalism and improving academic performance on 17th September, 2021.

He conveyed his gratitude to the Principal and the staff of Semjong Primary School, Gup and the Gewog Administration for hosting the 30th DEC, preparation of the logistics, conference hall, catering meals and refreshment, taking photographs and minutes and making the program very successful.

He conveyed his gratitude to all the Principals and the Teacher In-charges for their presence and contribution despite busy schedule.

Gratitude is also extended to Mr.Tshering, Deputy Chief DEO, Yeshey Wangmo, Dy.Chief DEO and Kelzang Chhodup, Administrative Assistant for making wonderful presentation, sharing their observations for improvement, arrangement of logistics and preparation of the conference hall.

Finally he extended gratitude to Mr.Rab Lal Sharma, Mr.Sonam Tshering and Mr.IK Chhetri, teachers of Semjong Primary School for taking minutes and the photographs of the two days program.

Resolutions

1. *Present the result analysis of the mid-term examinations of the school, Dzongkhag and national to the teachers within September, 2021 and prepare strategic plan to ensure achievement of the academic and holistic areas, (Action: Principial & DEOs)*
2. *School shall ensure 100% pass, score of 60 in every subject for learning outcome, 60% as minimum of Academic Learning Scores and 50% minimum in proportion of students scoring more than 60% in STEM (Dzongkha, English, Mathematics, Science subjects and IT). (Action: DEOs and the Principals)*
3. *It is resolved that all the schools shall implement, monitor and document ensuring to achieve beyond APA targets. (Action: DEOs and Principals)*
4. *Prepare comprehensive Strategic Plan for Improvement of School and the Academic Performance and submit to DEO's office on 27th September, 2021 (Action: DEOs & Principals).*
5. *The schools shall follow standard menu and the mess procurement as per the feeding policy. (Principals & Tshering, Dy.CDEO)*
6. *Schools shall consider gender based planning for programs, activities and budgeting ensuring equal participation by both boys and girls. (Principals & YW, Dy.DEO)*
7. *Schools shall ensure that every school has 25% registered scout members of the total population of the school through relevant and meaningful scouts programs and activities at the school and the Dzongkhag. (Action: Principals & YW, Dy.CDEO)*
8. *Providing support, guidance, monitoring and reporting of the schools without counselors shall be covered by counselors of Damphu CS, Damphu MSS, Mendrelgang CS and Tsirangtoe CS as identified: (Action: Principals & YW, Dy.CDEO)*
 - A. *Tsirangtoe CS-Sergithang PS, Phuentsenchu PS & Semjong PS*
 - B. *Damphu CS- Tsholingkhar PS, Doonglagang PS & Kikhorthang PS*
 - C. *Damphu MSS- Rangthangling PS, Pemathang PS & Gosaling PS*
 - D. *Mendrelgang CS- Mendrelgang PS, Barshong PS and Patshaling PS*
9. *ECCD & SEN intervention program such as submitting proposal for establishment of Community Based or Home Based or or Mobile based ECCD centres, support to their children and the existing ECCD centres shall be shared to parents within the catchment area of the schools. (Action: Principals & Tshering, Dy.CDEO)*
10. *It is resolved that revised DESWS shall be followed along with timely registration of members, contribution and payment. Mr.Kelzang Chhodup, Administrative Assistant shall handover the responsibility of Member Secretary with proper accounts and document to Mr.Cheku, Principal, Rangthangling PS with effect from 1st October, 2021.(Action: Principals & Cheku, Principal, Rangthangling PS)*
11. *Program and procurement budget (Capacity buildings, procurement of furniture, equipment, computers, marching set, text books, library, stationery, Games and sports, uniform and bedding set) allocated against each school shall be utilized and bills submitted before 5th December, 2021. (Action: Principals & DEOs)*

12. Schools shall follow the school conduciveness guideline and maintain the cleanliness of school surrounding, work places, classrooms, MPH/dining hall, kitchen cum store, hostels, toilets and playground. (Action: Principals & DEOs)
13. Schools shall practice and implement documentation, upkeep and quality education (holistic development and academic performance) as per the mandate of the School Performance Management System (SPMS) shared by DEOs. (Action: Principals and DEOs)
14. Schools shall practice, implement and monitor the functions of NFECs, ECCDCs and CLCs following the operational guideline, provide timely support, include Instructors/Facilitators/Managers in SBIP, monitor and submit report based on monitoring tool and reporting format. (Principals & DEOs)
15. Schools shall prepare school level reform and implement to bring changes in set up, cleanliness, documentation, management, planning, delivery, assessment, and improving academic performance along with school conduciveness. (Action: Principals & DEOs)

Participants of the 30th Dzongkhag Education Conference

Sl.No	Name	Designation	School
1	Bhuwan Chandra Ghalley	Principal	Damphu CS
2	ChokeyWangchuk	Principal	Mendrelgang CS
3	Yeshi	Principal	Tsirangtoe CS
4	ChuzangNorbu	Principal	Damphu MSS
5	Sha Bahadur Subba	Principal	Sergithang PS
6	Tsheltrim Dorji	Offtg. Principal	Phuentenchu PS
7	Tashi Wangchen	Principal	Barshong PS
8	Dawa Penjor	Principal	Doonglagang PS
9	Gopal Thapa	Offtg. Principal	Kilkhorthang PS
10	Tshiltrim	Principal	Pemathang PS
11	Gyeltshen Drukpa	Principal	Gosaling PS
12	Purna Bahadur Rai	Offtg. Principal	Tsholingkhar PS
13	Kelzang	Offtg. Principal	Rangthangling PS
14	Tshewang Tenzin	Principal	Patshaling PS
15	Rigzin Thinley	Principal	Mendrelgang PS
16	Cheten Wangchuk	Principal	Semjong PS
17	Passang Dukpa	Teacher Incharge	Nimazor ECR
18	Tandin Wangmo	Adm Asstt	Education Sector
19	Yeshey Wangmo	Dy.CDEO	Education Sector
20	Tshering	Dy.CDEO	Education Sector
21	Rinchen Gyeltshen	CDEO	Education Sector

Minutes taken by:

Rabi Lal Sharma, Teacher, Semjong PS

Edited by:

Rinchen Gyeltshen, Chief DEO