APPENDIX

TOOLS USED FOR DATA COLLECTION

SCHOOL INFORMATION SCHEDULE

1. Name of the School:

2. Date of establishment of the School:

3. Name of the Headmaster/Headmistress:

4. Total number of Teaching staffs in the school:

5. Total number of Non-Teaching staffs in the school:

6. Locality of the School (Urban/Rural/Semi urban):

7. Total No. of students enrolled in the school:

8. Month and Year of formation of the present SMDC:

9. Name of the Chairman of the (SMDC):

10. Information about the present members of the SMDC:

SL. No.	Name	Sex	Educational Qualification	Occupation	Designation in SMDC
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

16					
17					

11.   Infrastructure facilities in the school:

Sl. No.	Infrastructure	Description(whether functioning or not)
1	Total classrooms in the school	
2	School Boundary	
3	Laboratories	
4	Playground	
5	Separate Toilets for Boys & Girls	
6	Drinking Water facility	
7	Library	

12.   Number of times SMDC meetings conducted in last three years:

Year	No. of times meetings conducted	Agenda
2019-20		
2018-19		
2017-18		

Signature of the HM

INTERVIEW SCHEDULE FOR THE HEAD TEACHER

Date: Total Duration of interview:

Name of the Headmaster/Headmistress:

Name and Address of the School:

1.   What are the guidelines followed for the construction of SMDC in secondary schools?

2.   What is your opinion about the present composition of SMDC?

3.   What are the roles and responsibilities provided to the SMDCs for functioning of a school?

4.   What are your roles as the chairperson of SMDC?

5.   What are the areas in which you face difficulties while managing the school or dealing   with the SMDC member?

6.   What is the level of cooperation you receive from the SMDC members while you want to introduce some new thing for improvement of the school?

7.   Are you monitoring regular attendance, punctuality and teaching learning process of teachers in school? If yes, then in which way?

8.   How SMDC create community awareness among people for Universalization of Secondary Education?

9.   What are the roles of SMDC to provide equal educational opportunity to all children in their community?

10. In which way SMDC monitor the utilization of the fund for school development?

11. Any suggestion for (a) parents, (b) block level officials, (c) district and state level functionaries for better functioning of the SMDC or improvement in the educational scenario in the School.

QUESTIONNAIRE FOR (TEACHER) SMDC MEMBERS

As part of our research, we are conducting a survey on "A Study of SMDC Functioning for Universalisation of Secondary Education in Deogaon Block, Balangir District, Odisha". It would be appreciable if you will kindly fill up this questionnaire. All the information provided will be kept confidential and will be used for research purposes only.

Name of the school: _____

Name of the teacher: _____

Educational Qualification: _____

1. Is there any guideline for the construction of SMDC?
   Yes ( ) No ( ) can't say ( )
2. Whether the school is following the guidelines of RMSA for the structure and composition of SMDC?
   Yes ( ) No ( ) can't say ( )
   If No, then what is the new procedure for the construction of SMDC?
3. Have you ever felt that the composition of SMDC needs some changes?
   Yes ( ) No ( ) can't say ( )
   If yes, list the changes required.
4. Is the construction of SMDC really helpful for the development of school?
   Yes ( ) No ( ) can't say ( )
   If yes, Then how?
5. What is the frequency of SMDC Meetings?
   Monthly ( ) Quarterly ( ) on Requirement basis ( )
6. Are there any difficulties in the functioning of SMDC?
   Yes ( ) No ( ) can't say ( )
   If yes, what are the constraints/difficulties in the functioning of SMDC?
7. Are there any benefits of conducting these meetings?
   Yes ( ) No ( ) can't say ( )
   If yes, list the benefits of these meetings:
8. Whether SMDC have vital role in preparation of annual account of income and expenditure of school?
Yes ( ) No ( ) can't say ( )
9. Whether any training programme is conducted for SMDC members to ensure their active participation in school level activities?
   Yes ( ) No ( ) can't say ( )

10. Is there any role of SMDC to improve the infrastructure facilities in schools?
    Yes ( ) No ( ) can't say ( )
11. Whether SMDC is monitoring construction, maintenance and repairing works of school building?
    Yes ( ) No ( ) can't say ( )
12. Whether SMDC should monitor regular attendance, punctuality and teaching learning process of teachers in the school?
    Yes ( ) No ( ) can't say ( )
13. Whether SMDC should engage in enhancing enrolment of children in secondary school?

Yes ( ) No ( ) can't say ( )

14.   Whether SMDCs have vital role in minimizing students drop out at secondary school?
        Yes ( ) No ( ) can't say ( )

15.   Whether SMDC members have vital role in creating community awareness about the Universal Access, Enrolment and Retention of children?
        Yes ( ) No ( ) can't say ( )

16.   Does SMDC generate fund by own effort for the development of school?
        Yes ( ) No ( ) can't say ( )

17.   Whether SMDC should monitor utilisation of fund for school development?
Yes ( ) No ( ) can't say ( )

18.   Whether SMDC members should be involved in identifying out of school children under 14-16 age group in the locality?
Yes ( ) No ( ) can't say ( )

19.   Whether SMDC Member have vital role in establishing inclusive education at secondary school?
Yes ( ) No ( ) can't say ( )

20. How do you evaluate the present SMDC?

        (a) Active ( )   (b) Inactive ( )   (c) Need to change
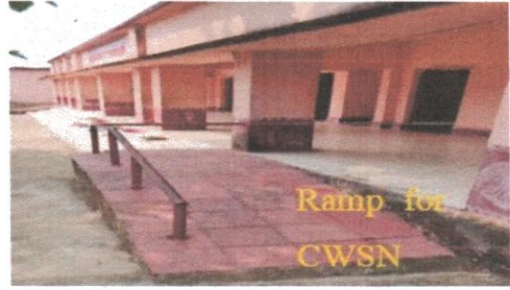

Signature of the SMDC Member

PICTURES TAKEN DURING SURVEY

INFRASTRUCTURE DEVELOPED BY SMDC FUNDS:

(school garden & playground)
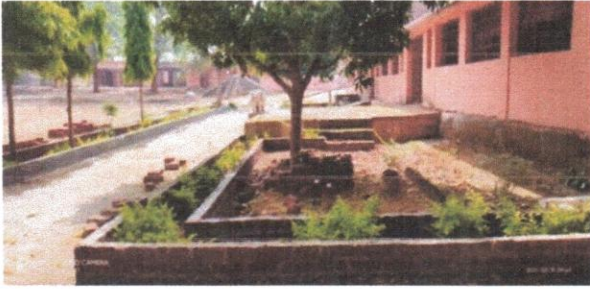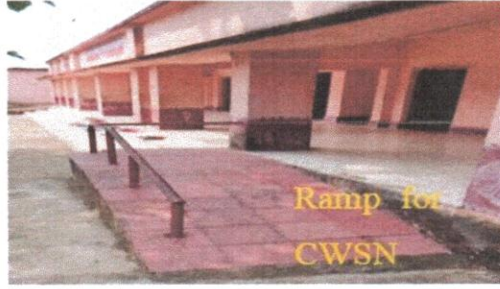

(Toilet & water facility)

(Ramp facility)

(School building)

(Parking space)

PICTURES TAKEN DURING SURVEY

INFRASTRUCTURE DEVELOPED BY SMDC FUNDS:

(school garden & playground)

(Toilet & water facility)

(Ramp facility)

(School building)

(Parking space)

(School Gate)

(Classroom & furniture)