

WOODS PARK SAINIK SCHOOL, Hamirpur, Himachal Pradesh

MINUTES OF THE SCHOOL MANAGEMENT COMMITTEE (SMC) MEETING

Date: 18 August 2026

Time: 11:00 AM

Venue: Woods Park Sainik School, Hamirpur (H.P.)

A meeting of the School Management Committee (SMC) of Woods Park Sainik School, Hamirpur, was held on 18 August 2026 at 11:00 AM, under the chairmanship of Er. Vinod Thakur, Chairman, Kailash Education Society.

The meeting was convened to review the ongoing development initiatives, infrastructure expansion, administrative reforms, academic efficiency and welfare measures aimed at strengthening the overall functioning and future growth of the institution.

Members Present

1. Col Anil Mankotia President
2. Mr. Kartik Singh Rathore – Member
3. Mrs. Kirti Thakur – Member
4. Mrs. Bandana Dadwal – Retired Principal, Government School
5. Mr. Tsering Rigzin – Parent Representative
6. Mr. Manoranjan Kumar – Parent Representative
7. Ms. Nisha Sharma – Principal

PROCEEDINGS AND RESOLUTIONS

The Committee deliberated upon various matters concerning infrastructure development, residential facilities, administrative discipline, digital management and cadet welfare. After detailed discussions, the following proposals and resolutions were unanimously approved.

1. Expansion and Development of Court No. 2 – Multipurpose Sports Complex

The Committee discussed the growing need to upgrade the existing sports infrastructure to provide better training facilities and promote excellence in sports and physical education.

It was proposed that Court No. 2 be expanded through additional excavation, levelling and development work to increase the usable ground area.

The proposed multipurpose sports complex will accommodate:

- * A standard football ground.
- * A hockey field.
- * A 400-metre athletic track.
- * Facilities for physical training, athletics, inter-house and inter-school sporting competitions.

WOODS PARK SAINIK SCHOOL, Hamirpur, Himachal Pradesh

The Committee emphasised that the upgraded sports facilities would significantly enhance the physical fitness, endurance, discipline, leadership qualities and competitive abilities of cadets, besides providing better opportunities for participation at state and national levels.

The Committee also discussed the proposal for the development of an amphitheatre within the school campus to facilitate cultural programmes, assemblies, educational activities, motivational sessions and ceremonial events.

Resolution: The Committee unanimously approved the expansion and development of Court No. 2 into a multipurpose sports complex, along with the proposed amphitheatre, and sanctioned the necessary budgetary provisions for the development work.

1. Construction of Third Hostel – Saragari House

Considering the increasing number of admissions and the need for adequate residential accommodation, the Committee reviewed the proposal for the construction of a third hostel.

It was decided that the proposed hostel would be named Saragari House, commemorating the historic Battle of Saragarhi and symbolising courage, sacrifice, discipline and patriotism.

The Committee resolved that:

- * Saragari House would initially function as a holding hostel for boy cadets.
- * The additional accommodation would improve residential management, supervision, discipline and cadet welfare.
- * Necessary infrastructure, furnishings, sanitation, safety arrangements and other essential residential facilities would be provided.
- * The hostel would be developed in accordance with the school's growing residential requirements.

Resolution: The Committee unanimously approved the construction of Saragari House and sanctioned the necessary budgetary allocation for its construction, furnishing and operational requirements.

1. Restriction on the Use of Personal Mobile Phones During Working Hours

The Committee discussed the excessive use of personal mobile phones by teaching and office staff during working hours and its impact on professional efficiency, concentration and institutional discipline.

After detailed deliberation, it was unanimously decided that teachers and office staff would refrain from carrying or using personal mobile phones during working hours, except where specifically authorised for official duties.

The decision aims to:

- * Improve concentration on teaching and academic responsibilities.

WOODS PARK SAINIK SCHOOL, Hamirpur, Himachal Pradesh

- * Ensure effective student supervision and office functioning.
- * Strengthen professional accountability and workplace discipline.
- * Maintain a focused and distraction-free learning environment.

Resolution: The Committee approved the restriction on personal mobile phone usage during working hours and authorised the school administration to formulate and implement the necessary guidelines.

1. Introduction of the Enterprise Resource Planning (ERP) System

The Committee appreciated the initiative taken by the school towards modernisation and digitalisation through the introduction of an Enterprise Resource Planning (ERP) System.

The system is intended to streamline academic and administrative processes and improve transparency, accountability and operational efficiency.

The ERP system will facilitate:

- * Digital maintenance of academic and administrative records.
- * Attendance monitoring and academic progress tracking.
- * Hostel administration and fee management.
- * Improved communication between the school, staff and parents.
- * Efficient record management, reporting and institutional monitoring.

The Committee observed that digital integration would contribute significantly to effective school management and timely decision-making.

Resolution: The Committee unanimously endorsed the introduction and implementation of the ERP system for strengthening academic, administrative and institutional management.

1. Increase in the Number of Calling Phones for Cadets

The Committee discussed the importance of regular communication between residential cadets and their parents or guardians for emotional well-being, reassurance and a healthy boarding-school environment.

It was observed that the existing calling facilities needed to be augmented to meet the requirements of the increasing number of cadets.

The Committee resolved that:

- * Additional calling phones would be installed for cadet use.

WOODS PARK SAINIK SCHOOL, Hamirpur, Himachal Pradesh

- * A structured calling schedule would be maintained to ensure fair access.
- * Proper supervision and monitoring arrangements would be implemented.
- * Calling facilities would be managed in accordance with the school's discipline and residential regulations.

The Committee acknowledged that improved communication facilities would enhance cadet welfare and strengthen parent-school relationships.

Resolution: The Committee unanimously approved the procurement and installation of additional calling phones and sanctioned the necessary budgetary provisions.

1. Update Regarding the Principal of the Mentor School

The Committee was informed about the change in the Principal of the designated Mentor School, Sainik School Sujanpur Tira, Himachal Pradesh.

It was proposed that the name of the newly appointed Principal be incorporated into the relevant records and composition of the School Management Committee, in accordance with applicable provisions.

The Committee acknowledged the important role of the Mentor School in providing academic guidance, institutional support, administrative coordination and professional mentoring to Woods Park Sainik School.

Resolution: The Committee unanimously approved updating the relevant SMC records by incorporating the name of the newly appointed Principal of Sainik School Sujanpur Tira, subject to applicable guidelines.

CONCLUSION

The School Management Committee expressed satisfaction with the progressive infrastructure development, administrative reforms and cadet welfare initiatives undertaken by Woods Park Sainik School.

The Committee reiterated its commitment to providing quality education, modern infrastructure, a disciplined residential environment, improved sports facilities and opportunities for the holistic development of cadets in keeping with the objectives and ethos of the Sainik Schools system.

All the above resolutions were unanimously passed by the members present.

There being no further matters for discussion, the meeting concluded with a vote of thanks to the Chair and all members of the Committee.

Principal
Woods Park Sainik School Hamirpur