

<<on school letterhead>>

<<put up on school notice board and website at least 7 days before the draw but

SMSS SLFRC-26 not later than 03.01.2026>>

9/01/2026

9/01/2026

Date: .....12.2025

### NOTICE

This is to inform all parents/guardians and teachers of the school that, in compliance with the provisions of the *Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025*, the School Level Fee Regulation Committee (SLFRC) is required to be constituted for the academic session 2025-26.

Accordingly, the selection of Parent Representatives and Teacher Representatives shall be carried out through a draw of lots in a transparent and fair manner.

#### Details of the Draw of Lots

- Date: .....9/01/2026
- Time: .....9:47 A.M
- Venue: Sarvada Modern Sec. School

#### Eligibility

##### 1. Parents/Guardians:

All Parents/guardians of students presently enrolled in the school other than those admitted under EWS/DG/CWSN categories.

##### 2. Teachers:

All teachers currently employed in the school.

#### Members to be Selected

- Five (5) Parent Representatives
- Three (3) Teacher Representatives
- A waiting list of ten (10) members shall also be prepared.

All interested parents and teachers may attend the draw of lots.

For Sarvada Modern Sec. School

The Principal/Head of School

Principal  
Sarvada Modern Sec. School  
(Govt Recognised)  
Sadatpur Extn., Delhi-110094



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<<for internal records>>

SMSS SLFRC 26

9/01/2026

**ELIGIBLE PARENT LIST**

**(For Draw of Lots – School Level Fee Regulatory Committee  
(Academic session 2025-26)**

S. No.	Student Name	Class	Parent/Guardian Name	Category
1.	Parth Gupta	6 <sup>th</sup>	Santosh Gupta	General
2.	Vaibhav Sharma	5 <sup>th</sup>	Bhuvnesh Sharma	General
3.	Stuti Mishra	8 <sup>th</sup>	Pawan Kumar Mishra	General
4.	Shalvya Rawat	6 <sup>th</sup>	Bhuvan Singh Rawat	General
5.	Abhijeet Rajwal	8 <sup>th</sup>	Vijay Singh.	General
6.	... so on			General

**Note:**

Parents of students admitted under EWS/DG/CWSN categories have been excluded from the draw of lots process in compliance with statutory provisions.

For Sarvada Modern Sec. School

**The Principal/Head of School**

Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094



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<<for internal records>>

09/01/2026

**ELIGIBLE TEACHER LIST**  
(For Draw of Lots – School Level Fee Regulatory Committee)  
(Academic session 2025-26)

S. No.	Name of Teacher	Designation
1.	Ms. Kusum Lata Saraswat	A.T.
2.	" Rukmani	A.T.
3.	Miss. Shabana	Drawing.
4.	Ms. Sudha Rawat	Librarian.
5.	" Neeru Rani	A.T.
6.	... so on	

For Sarvada Modern Sec. School

The Principal/Head of School

Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094  
RP Kapoor  
9/1/2026

ISS SLFRC-26

09/01/2026

<<for internal records>>

<<Draw to be conducted and SLFRC constitution to be completed before 10.01.2026 as per DOE Order>>

**MINUTES OF DRAW OF LOTS FOR SELECTION OF PARENT AND TEACHER MEMBERS ON SCHOOL LEVEL FEE REGULATORY COMMITTEE OF Sarvada Modern Sec. SCHOOL HELD ON 09 JANUARY 2026 AT 9:47 AM AM/PM IN THE SCHOOL PREMISES AT Sadatpur Extn, Jangpura, Mayapuri, Rohini, Delhi**

**WELCOME ADDRESS BY THE HOS**

Mr Rakesh Kumar, Head of School extended a warm welcome to all the present parents and teachers.

It was informed that, pursuant to the notice dated 9/01/2026, a draw of lots was scheduled to be conducted for selection of Parent and Teacher Representatives to the School Level Fee Regulation Committee (SLFRC) for the academic session 2025-26. A special gratitude was also extended to Sh./Smt. .... (DE's Observer) for giving time to this crucial proceeding today.

The attendance sheet of today's proceedings are annexed herewith.

**PROCEEDINGS**

1. The attendees were apprised that, as per Section 4(1)(b) of the Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025 (hereinafter referred to as 'Fee Act & Rules 2025' for brevity), five (5) parent representatives and three (3) teacher representatives need to be selected by draw of lots to represent on the SLFRC of the school.
2. As per the provisions of the Fee Act & Rules 2025 and in terms of Order No. DE.15(431)/PSB/2025/9744-9752 dated 24.12.2025, parents/guardians of students admitted under the EWS/DG category are excluded from the draw of lots. Further, in cases where siblings are enrolled in the school, only one parent/guardian from such family shall be eligible to be selected.
3. It was further informed to the attendees that, in terms of Section 4(3) of the Fee Act & Rules 2025, the constitution of SLFRC is required to ensure adequate representation of at least one (1) member belonging to the SC/ST/socially and educationally backward classes of citizens, and at least two (2) women members.

Principal Rakesh Kumar  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094

4. It was also informed that the current meeting is being video-recorded as per applicable provisions of the Fee Act & Rules 2025 to ensure fair and transparent process for the selection of the members.

#### Selection of Parent representatives

5. The names of all eligible parent members were placed in the draw, and the process was carried out in a fair and transparent manner in the presence of all attendees. The following members were selected as Parent Representatives on SLFRC: -

S. No.	Parent Name	Student Name & Class	Category
1.	Rahul	Ekamshi 1st.	General
2.	Jugesh Bisd	Vedanshi 2nd.	General
3.	Sanjay Kumar	Atharv 8th.	General
4.	Savabh Gupta	Madhav 1st.	General
5.	Ashok Mishra	Arvik Mishra 4th	General

esentatives

#### Selection of Teacher representatives

6. The names of all teachers were placed in the draw, and the process was carried out in a fair and transparent manner in the presence of all attendees. The following members were selected as Teacher Representatives on SLFRC: -

S. No.	Teacher Name	Post
1.	Mrs. Kusum Devi Saraswat	A.T.
2.	Mr. Suelha Rawat	Librarian
3.	Miss Shabana	Drawing.



#### Waiting List

7. Further, it is informed that some more members need to be kept on waiting list for filling casual vacancies in the SLFRC, in accordance with applicable provisions of Fee Act & Rules, 2025. The following ten (10) members (7 parents + 3 teachers) were selected to be kept on waiting list to fill the vacant posts in the future, if the need arises.

Parent/Teacher Category/Post

S. No.	Waitlist Member	Parent/Teacher Category/Post
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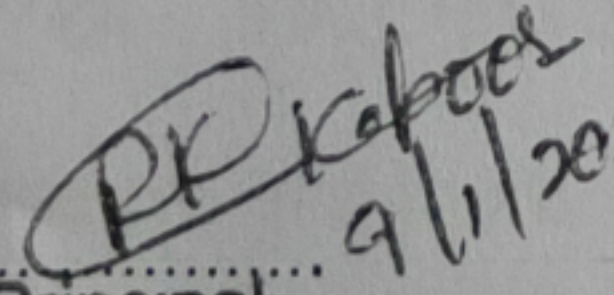
Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110044

Shot by  

S. No.	Waitlist Member	Parent/Teacher	Category/Post
1.	Pawan kumar	Parent	General
2.	Bhote Math Yadav	Parent	General
3.	Nitin kumar	Parent	General
4.	Rahul	Parent	General
5.	Vinay kumar	Parent	General
6.	Hira Singh	Parent	General
7.	Vinay Sharma	Parent	General
8.	Mrs Yogeshwari	Teacher	A.T.
9.	Seeta Rani	Teacher	T.G.T.
10.	Jyoti Chauhan	Teacher	A.T.

The proceedings of the draw of lots were concluded peacefully. Thereafter, light refreshments were offered to all the attendees, and the Head of School extended their sincere gratitude to all present for their participation in the draw of lots.

The proceedings were then formally brought to a close.

  
 Principal  
 Head of School  
 Sarvada Modern Sec. School  
 (Govt Recognised)  
 Sadatpur Extn., Delhi-110094

DE's Observer

#### VERIFICATION BY DE'S OBSERVER

I was present during the draw of lots conducted on ..... January 2026 in the school premises of ..... School for constitution of the School Level Fee Regulation Committee (SLFRC) for the academic session 2025-26 and certify that the process was conducted in a fair, transparent, and unbiased manner.

Name:

Designation:

Signature:

Date:

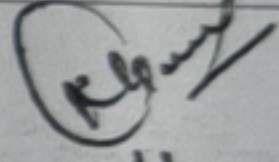
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**ATTENDANCE SHEET**  
(For Draw of Lots – School Level Fee Regulatory Committee)  
(Academic session 2025-26)

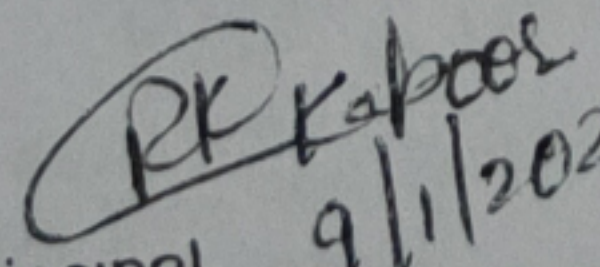
Date: 9/01/2026

Venue: Sarvada Modern Sec. School, Sadatpur, Delhi

(PARENT ATTENDEES)

<u>S. No.</u>	<u>Name of Parent</u>	<u>Student Name &amp; Class</u>	<u>Signature</u>
1.	Mrs. Neeru Rami	Atharv Rajwara	
2.	" Gritika Tiwari	Ekanshi 1st	Gritika
3.	Mr. Mukesh	Rohit 7th	Mukesh
4.	Mrs. Lexmi	Maina 7th	Lexmi
5.	Mrs. Shashi	Kashish 5th	शशी
6.	Mrs. Puspasharma	Lucky Sharma 6th	पुष्पा शर्मा
7.	<<so on, add more rows >>		

Attendance was voluntary and limited to parents who chose to be present.

  
Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094  
9/1/2026

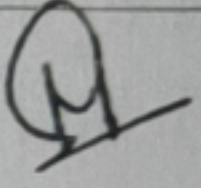
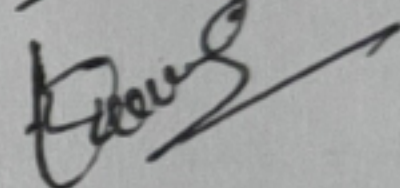
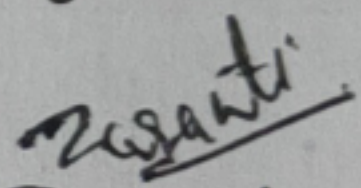
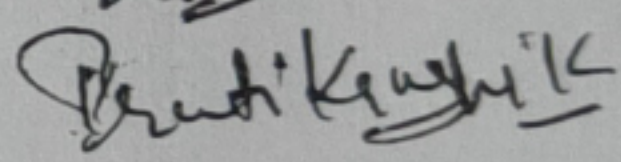
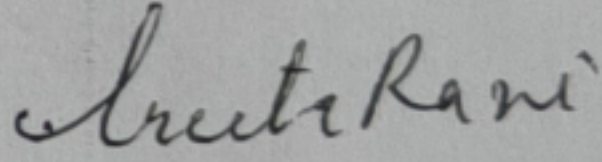
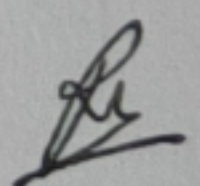
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**ATTENDANCE SHEET**  
(For Draw of Lots – School Level Fee Regulatory Committee)  
(Academic session 2025-26)

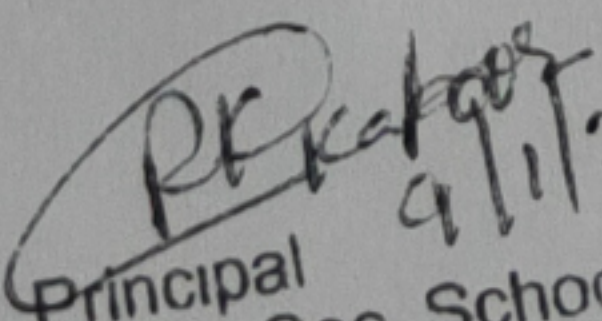
Date: 9/1/2026

Venue: Sarvada Modern Sec. School.

(TEACHER ATTENDEES)

<u>S. No.</u>	<u>Name of Teacher</u>	<u>Post</u>	<u>Signature</u>
1.	Mrs Meenu Talwar	A.T.	
2.	Mr Kishan Lal	T.G.T.	
3.	Mrs Basanti Negi	A.T.	
4.	" Preeti Kashik	A.T.	
5.	" Geeta Rani	N.T.T.	
6.	" Rajesh Verma	A.T.	
7.	<<so on, add more rows >>		

Attendance was voluntary and limited to teachers who chose to be present.

  
Principal  
Sarvada Modern Sec. School  
(Govt Recognised)  
Sadatpur Extn., Delhi-110094

<<required to be received within 3 days of intimation>>

Date: 9/1/2026

To,  
The Principal,

Sarvada Modern Sec. School

**Subject:** Consent for the selection as Parent/Teacher Representative on SLFRC

Respected Sir/Madam,

I, .....Rahul....., hereby give my consent to act as a Parent/Teacher Representative on the SLFRC of school for the Academic Session 2025-26. I will contribute to the best of my capacity to fulfil the duties so expected of me as per the provisions of Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025.

Regards Rahul

<<Name of Parent/Teacher>>

PC Kapoor  
Principal 9/1/2026  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094



<<required to be received within 3 days of intimation>>

Date: 9/1/2026

To,  
The Principal,  
Sarvada Modern Sec. School

**Subject:** Consent for the selection as Parent/Teacher Representative on SLFRC

Respected Sir/Madam,

I, Saurabh Gupta, hereby give my consent to act as a Parent/Teacher Representative on the SLFRC of school for the Academic Session 2025-26. I will contribute to the best of my capacity to fulfil the duties so expected of me as per the provisions of Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025.

Regards

Saurabh

<<Name of Parent/Teacher>>

Principal PK Kapoor  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094  
9/1/2026



<<required to be received within 3 days of intimation>>

Date: 9/1/2026

To,  
The Principal,

Sarvada Modern Sec. School

**Subject:** Consent for the selection as Parent/Teacher Representative on SLFRC

Respected Sir/Madam

I, Ashok Mishra, hereby give my consent to act as a Parent/Teacher Representative on the SLFRC of school for the Academic Session 2025-26. I will contribute to the best of my capacity to fulfil the duties so expected of me as per the provisions of Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025.

Regards

<<Name of Parent/Teacher>>

Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadarpur Extn., Delhi-110094



<<required to be received within 3 days of intimation>>

Date: 9/1/2026

To,  
The Principal,

Sarvada <sup>School</sup> Modern Sec

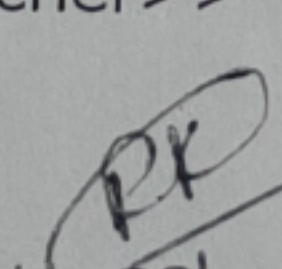
**Subject:** Consent for the selection as Parent/Teacher Representative on SLFRC

Respected Sir/Madam

I, Jagdish Bishht, hereby give my consent to act as a Parent/Teacher Representative on the SLFRC of school for the Academic Session 2025-26. I will contribute to the best of my capacity to fulfil the duties so expected of me as per the provisions of Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025.

Regards Jagdish Bishht

<<Name of Parent/Teacher>>

  
Principal 9/1/2026  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094

<<required to be received within 3 days of intimation>>

Date:

To,  
The Principal,

Sarvada Modern Sec. School

**Subject:** Consent for the selection as Parent/Teacher Representative on SLFRC

Respected Sir/Madam,

I, Sanjay Kumar, hereby give my consent to act as a Parent/Teacher Representative on the SLFRC of school for the Academic Session 2025-26. I will contribute to the best of my capacity to fulfil the duties so expected of me as per the provisions of Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025.

Regards

<<Name of Parent/Teacher>>

RF Kapoor  
9/11/2026  
Principal  
Sarvada Modern Sec. School  
(Govt Recognised)  
Sadatpur Extn., Delhi-110094

<<on school letterhead>>  
<<put up on school notice board and website within 7 days of draw, but not later than 10.01.2026>>

SMSS SLFRC 26

OFFICE ORDER

9/1/2026

In pursuance of the provisions of the *Delhi School Education (Transparency in Fixation and Regulation of Fees) Act and Rules, 2025*, and in continuation of the draw of lots conducted on 6/1/2026 for selection of Parent and Teacher Representatives, the School Level Fee Regulation Committee (SLFRC) for the academic session 2025-26 is hereby constituted as under:

S. NO.	NAME	DESIGNATION
1.	Mr. Nikhil Palwal	Chairperson (Management Representative)
2.	Mr. Rakesh Kumar Kapoor	Secretary (Principal)
3.	Ms. Kusum Datta Srivastava	Teacher (Selected Through draw of lots)
4.	Ms. Shikha Rawat	Teacher (Selected Through draw of lots)
5.	Miss Shabana	Teacher (Selected Through draw of lots)
6.	Mr. Rahul	Parent (Selected Through draw of lots)
7.	Mr. Jagdish Bhatt	Parent (Selected Through draw of lots)
8.	Mr. Sanjay Kumar	Parent (Selected Through draw of lots)
9.	Ms. Samrath Gupta	Parent (Selected Through draw of lots)
10.	Mr. Ashok Mishra	Parent (Selected Through draw of lots)
11.	Mr. Sandeep Kumar	DE's Observer

\*Women Members at S. Nos. ...., ....., and so on.

\*\*SC/ST/Socially and educationally backward classes at S. No. ....

The above constitution has been made strictly in accordance with the statutory provisions and directions issued by the Directorate of Education.

This Office Order shall come into force with immediate effect.

For Sarvada Modern Sec. School

Principal  
Sarvada Modern Sec. School  
(Govt. Recognised)  
Sadatpur Extn., Delhi-110094