



केन्द्रीय विद्यालय संगठन

केन्द्रीय विद्यालय संगठन
KENDRIYA VIDYALAYA SANGATHAN
क्षेत्रीय कार्यालय / BHOPAL REGION
E.Mail: acbhopal@yahoo.com

Phone:2550728 (DC)
2551678 (ACs)
2551699 (AO/FO)
Fax: 0755-2553126

Opp. Maida Mills
Bhopal-462011

F.DO/2015-KVS(BPL)

ISAMPAL
DEPUTY COMMISSIONER

Dated: 27/07/2015

Dear Principals,

In my earlier DO of July 23, 2015 I informed that everything rises and falls on the academic leadership of principals, as confirmed by the Professor & Principal, RIE, Bhopal during his address on July 13, 2015. If this is true we have to think of effecting improvement in the academic qualities of principals. And these are priorities and focus. A leader who knows his priorities but lacks focus knows what to do but never gets it done. If he has focus but no priorities, he has excellence without progress. But when he harnesses both he has the potential to achieve things like 100% quality pass result.

I frequently keep meeting you in your position as principals, who seem to major in minor things. That just doesn't make sense. It would be something spending all your time studying repair & maintenance and purchases. However, it is not your strength. And dedicating all your time to that instead of hitting academics with 100% pass target would be a waste of time and talent. So, the important question is how should you focus your time and energy? Here are few suggestions:

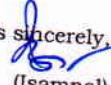
01. **Focus 70% on strength.** You should spend about 70% of your time focusing on what you do well than on what you do wrong. Great mystery is that people do things badly but that they occasionally do a few things well. The only thing that is universal is incompetence. Strength is always specific. To be successful, focus on your strengths and develop them. That is where you should pour your time, energy and resources. Undoubtedly this is the area of academics.
02. **Focus 25% on new things.** Growth equals change. If you want to get better you have to keep changing and improving yourself. That means stepping out into new areas in terms of academic tools and techniques. You should dedicate time to new things related to areas of strength, then you will grow as a leader. Don't forget that if you are through growing, you are through in academics.
03. **Focus 5% on area of weaknesses.** Nobody can entirely avoid working in area of weaknesses. The key is to minimize it as much as possible, say 5% or less. You can do it by delegating your teachers and staff. Based on that how would you rate yourself in the area of focus? Have you been majoring in minor works? Have you spent so much time shoring up your weaknesses that you have failed to build up your strengths?
04. **Judicious use of time.** You may use your time between teaching, writing and helping staff add value, because you know all that is not used is lost. What are you currently losing by holding on to it. Your candle loses nothing when it lights another. A person is never honoured for what he receives, he is honoured for what he gives. Giving is the highest level of successful living. And to connect with their hearts use your ears, because before touching their hearts, you as leaders have to know what is in it. You can learn that by listening. It gives double benefit, that is, helping them and learning themselves. You are advised not only to listen to the facts but also the person who expresses them. Avoid wasting time in criticism to and fro. A successful leader is one who can lay a firm foundation with the bricks others have thrown on him.

These suggestions introduced to you, when used combined, shall provide you an insight into your core abilities of academics and how they can be used into marvellous academic success.

Please acknowledge quickly.

With regards,

The Principal
All Kendriya Vidyalayas
Bhopal Region

Yours sincerely,

(Isampal)

Copy to:

01. The Assistant Commissioners, KVS, RO, Bhopal for information and necessary action.
02. Smt. Gitanjali Pandey, Hindi Translator, KVS, RO, Bhopal with the request immediately to put up Hindi translation of the DO, through Dr. (Smt.) B Kaur, Assistant Commissioner.