



## **Kannada Kali Operation Guideline**

**KKNC Kannada kali is a language teaching program, run by an all volunteers team in the Bay Area as part of social work and has been in existence since January, 2006. KKNC Kannada Kali initiative is to help native and non-native people expand their Kannada language skills and learn Kannada as a language. The program is open to any and all nationalities/communities. KKNC Kannada Kali teaches Kannada language through engaging students in classroom teaching methods.**

### **KKNC Board of Trustees & Kannada kali Relationship:**

**KKNC BoT Oversee the overall KKNC and Kannada kali operations. It also provides financial and required support to run the academic operations smoothly. It also provides the seed money, stage time, legal guidance and support, Insurance and tax filing services for kannada kali operations.**

**Started in 2006, Kannada kali is an initiative of KKNC, established to conduct Kannada language training activities to serve the community in the Bay Area. The activities are basically aimed to graduate learners with knowledge and abilities in Kannada. Kannada Kali under the umbrella of KKNC is operationally independent on day to day matters, but matters. It works under the strategic guidance of KKNC BoT**

**KKNC will publish the registration links for all the branches in their website and other social media to help out on registration and publicity.**

**Kannada kali will continue to work in this engagement/binding with KKNC and KKNC BoT.**

### **Kannada kali and Its Branches:**

**Kannada kali operates with a branch model to serve the various local communities. The main branch is currently situated in Milpitas and its two other branches are in Evergreen and San Ramon area.**

**The Kannada Kali campus situated in Milpitas is designated as the main center/headquarters. The Main center has been growing since 2006, and currently has a strength of 300 plus students.**

**Kannada kali support two models as their mode of branch operation. One is as an extension branch and another one is based on external organization support ( eg: TVKS). In the external support model, the branch will be operated based on the terms agreed upon in MoU between KKNC BoT and the local organization. For any new branch initial training, initial supervisory support, ongoing quality assurance activities provided by the main center**

### **Kannada kali Finances:**

**Treasurer of respective Kannada Kali branches will manage financial accounting annually and provide all financial data to KKNC treasurer for tax filing purposes**

**Seed money accounting and balance settlement between branches and KKNC BoT will be August of each year.**

**Kannada Kali branches charge annual fee to students, including annual membership fee for KKNC. Funds will not move either between branches or between branches and main center directly for receivables, payables, loans or bridge monies.**

### **KKNC's Kannada Kali branch expansion guideline from kannada kali main branch:**

- 1. Kannada Kali Branches will be run on non-profit basis.**
  - 1. Recommendation is to have different timings for new Kannada Kali classes from the main branch. This will provide parents with an option to choose different location and also different timings suitable for individual needs**
- 3. Any new branch will start with a 2-week delay in the first year to give new school teachers to intern with main center teachers and get trained in teaching, student and curriculum management.**
  - 1. Current Milpitas Principal will lead or designate an experienced teacher to lead the new center till it comes to self-sustaining position or provides external support, where there is expert/capable lead exists**
  - 2. A local person will be identified as vice-principal to run the branch operation, once the collaborative effort is successful.**
  - 3. Common goals like bringing new books, update on curriculum, etc will be centralized and main branch Principal will head that effort for all the branches**
  - 4. 2 key roles need to be identified for day to day work with the new branch. A local coordinator who could work with main branch leadership team to bring the new school up to speed. 1 person who will take responsibility on finance to work with KKNC treasurer of the new branch**
  - 5. In case of student transfers between existing and new branches or vice versa, fee refund by the discharging branch will be done by returning funds to parent's account, after which parents will make a fresh payment to the destination branch.**

6. Enrollment registration for all the branches to be opened on the same day. Kannada Koota website should have a provision to provide links to all the registration links of all branches
7. KKNC events related holidays will be limited to 4 big events. Holiday's for other events will be at sole discretion of Kannada Kali

**KKNC BoT 2018**

**Mohan Aswathnarayan (Chairman, Board of Trustees)**

**Giridhar Malavali (Vice Chair, Board of Trustees)**

**Ananda Ramamurthy (Member,Board of Trustees)**

**Padmanabha-Rao Melanahalli (Member,Board of Trustees)**

**Rajendra Hegde (Member, Board of Trustees and KKNC President)**