

# Monthly Progress Report

February 2018

Sl. No.	Areas	Description
1	<b>Progress and key tasks accomplished</b>	<ul style="list-style-type: none"> <li>No additional consultants joined the ISA team. 3 consultants still awaited to complete the team. Project Director, Shalender Sharma conducted a useful induction session for all team now in place.</li> <li>Work has continued on the development of the new SCERT website, making it more user-friendly and dynamic and looking at how this work can be extended to include development of websites for all the DIETS. A dedicated page has been designed for ISA to include information on team members and on ISA activity with SCERT.</li> <li>Further discussions were held with SCERT regarding materials development for Pre-service D.El.Ed. programme. While it became clear that the staging of workshops during February was not possible because of the Board exams, plans were advanced to hold a series of workshops during March to review the current materials being used for the regular course, develop draft modules for all papers currently being used for the first year, pilot test the materials, fine-tune by incorporating recommendations and finally send the materials for printing and dissemination.</li> <li>A review of the learning outcomes of the Bihar Board Syllabus from Class I to Class VIII was conducted. E-content for critical topics will now be developed so that teachers/trainers can access them on their smart phone or laptops.</li> <li>In the area of CPD, work on the design of a module on Inclusive Education is ongoing. Communication is being maintained with the 81 master trainers from 16 districts who attended CPD workshops at SCERT during January with ongoing discussions on the ISA-established WhatsApp groups on their trainer training programmes at DIET level.</li> <li>SMC Master Trainer Training with personnel drawn from 10 districts was conducted on 23-26 February by CfBT working closely with ISA and SCERT. Feedback from the participants was positive. They found the new module and the mobile app useful and relevant and the learner-centred training techniques appropriate.</li> <li>A 1-day Visioning workshop for ISA and SCERT staff to develop</li> </ul>

		<p>greater shared understanding of the programme and produce a Theory of Change model was held in Vaishali and was judged to have been very successful in relationship building. It was combined with a 2-day Consultative Workshop to familiarize participants with on line resources produced by the British Council which can be drawn on by ISA/SCERT programmes for teacher education. This was also evaluated to have been successful both in terms of the wealth of materials shared and the model of excellent classroom management demonstrated by the BC resource person.</p> <ul style="list-style-type: none"> <li>• Meetings were conducted in Mysore with RIE and in Bangalore with The Teacher Foundation, RV Educational Consortium, representative from TISS Mumbai, IT for Change and RIESI Bangalore. The purpose of these meetings was to study examples of good practice in Karnataka in Pre-service training and CPD as well as in the use of IT solutions for adaptation in the Bihar context and to identify appropriate National Resource Persons for forthcoming workshops being organized with SCERT.</li> <li>• ISA worked with BSEIDC to finalise the RFP on Teacher Incentivisation Study ready for tendering in March 18.</li> <li>• ISA worked on first draft document for an EOI on monitoring Teacher Attendance</li> <li>• DC bills have been completed for FY 2014-15, FY 2015-16 and FY 2016-17 and are being prepared for FY 2017-18.</li> <li>• Advice and guidelines were delivered to BSEIDC on the development of an ERP system for finance, administration, HR and procurement, and finalization of RFP is in progress.</li> <li>• Work on a BSEIDC Financial Manual has been completed and submitted to BSEIDC</li> <li>• Work on the refurbishment of ISA's new offices has finally begun. Estimated completion date is end March, subject to the full cooperation of SCERT.</li> </ul>
2	<b>Challenges</b>	<ul style="list-style-type: none"> <li>• Getting proactive engagement of SCERT senior management and timely approval of proposed activity as agreed in ISA Action Plan</li> <li>• There is a severe shortage of staff within SCERT and DIETs. Need for urgent recruitment to enable SCERT to fulfil their core mandate. ISA will assume a proactive role in taking each area forward to mitigate these staff shortages but in the interests of sustainability we recommend that SCERT work with DRT to seek measures to recruit further staff at the earliest opportunity.</li> <li>• Although the planned refurbishment actually started at the end of this period, as the offices allocated to ISA staff have still had no power since the supply was cut off due to non-payment of electricity bills, this month has seen the ISA team working out of temporary office spaces which often needed to be vacated when other events were scheduled. This has not been conducive to productive working.</li> </ul>

3	<b>Support required</b>	<ul style="list-style-type: none"> <li>• Proactive engagement of SCERT senior management with ISA work including approval of key files in a timely fashion.</li> <li>• SCERT staff allocated by Director SCERT to work with ISA in carrying out actions defined in each Result Area</li> <li>• Expeditious refurbishment of office space for ISA within SCERT.</li> </ul>
4	<b>Plan for next month</b>	<ul style="list-style-type: none"> <li>• Continued development of SCERT website to make it fully functional ready for official launch.</li> <li>• Working with SCERT, it is planned that at least one workshop related to the review of existing ICT tools and mapping them to the existing curriculum will be completed by end March 2018.</li> <li>• Development of two new ODL units on Yoga and Physical Education and Development of the Self before March 31<sup>st</sup>.</li> <li>• Development of two additional CPD modules on Integrated Education and School Readiness - Language and Maths, in close collaboration with SCERT. By end March.</li> <li>• A dissemination workshop on the new SMC module attended by Principals and DIET faculty members will be held on March 6<sup>th</sup> and 7<sup>th</sup> and the SMC module with any recommended revisions will be printed. Planning will be conducted for the training of district level SMC trainers in all 10 pilot districts during March.</li> <li>• Plan Launch of ISA programme on a date to be agreed with WB and SCERT.</li> <li>• ISA to assist with hiring of accounts staff for SCERT. By end March.</li> <li>• Books of accounts for F/Y 2017-18 will be completed, once all outstanding bills are provided by SCERT. The budget for F/Y 2018-19 is being prepared and will be submitted in April/May 2018 after further consultation with SCERT.</li> <li>• Further implementation of and familiarization with on-line ANAR finance and administration Programme Management system. This will be fully operationalized once ISA is in new office space with a functioning server.</li> <li>• Further Advice and guidelines given to BSEIDC on development of ERP system for finance, administration, HR and procurement.</li> </ul>
5	<b>Risks</b>	<ul style="list-style-type: none"> <li>• Recruitment of new staff to SCERT and other TEIs may take a long time, weakening the effectiveness of the core capacity building remit of ISA and the overall outcome of the programme.</li> <li>• Weaknesses in current SCERT financial and general management capacity may lead to delays in programme implementation.</li> <li>• Inadequacies in procurement systems including limited bidder participation and lack of understanding of best ICT fit-for- purpose solutions may lead to poor procurement practice.</li> </ul>

