

MINISTRY OF EDUCATION AND TRAINING

THE 2013 SEO RESOLUTION PROGRESS REPORT

POLICY AND PLANNING UNIT

12/2/2014

This year 2014, the Policy and Planning Unit coordinated the compilation of the 2013 SEO Resolutions progress reports. Note that a progress report template has developed and emailed out to all unit managers. Therefore this document is compiled based on the response the Policy and Planning received from each division and responsible units. The blank uncompleted table rows indicated the unit or division not providing their progress report.

Senior Education Officers Conference Resolution – Monitoring Progress

Coordinating Division	Units to Assist	No.	Resolutions	Describe the Progress of the Activity to date	Key Challenges Affecting the Implementation of the Activity	Proposed Solution/Way forward	Timeframe
Office of the Director General	DG	1	That a small team of MoE Managers, PEB, Education Authorities & senior MoE representatives to discuss (unpack) the agreement between MoE and the Authorities.				2013
		2	That MoE & MYDT work with other government agencies, churches and NGOs to address issues affecting youths				2014
	Scholarship	3	MOE consider to provide scholarship on Maths/Science and language/social science at VITE				2015
		4	MoE, scholarship and pool partners to consider areas of specific areas of need for teachers on Scholarship				2014 - ongoing
	Policy and Planning	Office of the Director PPU	5	Circulate copies of Amended Education Act to all stakeholders after Parliamentary approval	Currently as to date the English version of this document has only been circulated via email among the education users only and uploaded on to the Management Webpage inside the Policy page.	<ul style="list-style-type: none"> • No further dissemination using the government network, due to no French version of this legal document • Due to financial commitment, PPU 	<ul style="list-style-type: none"> • Work with the DG's office for translation of this legal document into French

					does not have sufficient fund to print this document		
		6	Establish taskforce to complete the implementation plan	PPU has developed an implementation plan and has emailed Senior Management for their awareness	<ul style="list-style-type: none"> Available resources for responsible units to implement the plan 	<ul style="list-style-type: none"> To include inside the revised 2015 MOET plan for each division 	2014
		7	Awareness to PEBs, EAs and Education stakeholders on guidelines for the implementation and enforcement of the amended Education Act.	<p>Currently nothing has been done in terms of delivering awareness to stakeholders on this legal document.</p> <p>PPU has developed a matrix table outlining all major sections of this legal document</p> <p>PPU also has developed an implementation plan on this legal document</p>	<ul style="list-style-type: none"> Lack of funding to fund awareness activity on this legal document 	<ul style="list-style-type: none"> PPU could work with the VBTC on their program <i>"save mo inside long law"</i> where senior management could talk more about this document using radio broad casting networks 	2014 - 2015
	Planning	8	Health, Safety and Drugs issues to be maintained together in one section	PPU has maintained Health, Safety and Drugs as a new additional section to the Regulation Order Matrix Table.	<ul style="list-style-type: none"> Whether the Senior Management would like to separate health, safety and drugs from child protection which is a cross reference from all three mentioned or merged all additional sections as one main section 	<ul style="list-style-type: none"> Child Protection is a cross reference of health, safety, drugs, therefore PPU to ensure to get a good discussion around this section 	2013 - 2014
		9	Guidelines should be expanded to accommodate for School registration in section 17 for takeover of schools	PPU has inserted on to the education regulation matrix section 17, 18 & 19 that looks at school registration.	<ul style="list-style-type: none"> Repetition of activities inside the Education Act no 9 of 2014. 	<ul style="list-style-type: none"> Consult closely with the new Education Act no 9 of 2014 to avoid duplication of 	2013 - 2014

		only			activity	
	10	Hard copies & e-copies of regulation order to be circulated to PEB, EA & MOE Stakeholders	Draft revised regulation order matrix in place and still need to get everybody's view on this document.	<ul style="list-style-type: none"> The development of the regulation order document has not yet started 	<ul style="list-style-type: none"> Need to get every unit's views and comment to all additional section to the revised education regulation order matrix before starting the drafting of this document. 	2014
	11	Finalizing the location of schools	PPU has developed a draft planning the location of a school guiding document	<ul style="list-style-type: none"> All legal document and guiding document talk the same language to avoid duplication of task 	<ul style="list-style-type: none"> Consult closely with the Education Act no 9 of 2014 and other existing document to avoid duplication of activity 	2014
	12	Finalize MOE Corporate Plan 2014 - 2017	PPU already has a draft in place, however with the draft M&E framework in place, the Planning team has identified a few changes to this draft document	<ul style="list-style-type: none"> The 2012 corporate plan of the Ministry that saves as the main document has too narrowed strategy outputs that could not allow MOE to expand on, therefore would be a challenge for team to reword and submit to the Senior Management for approval 	<ul style="list-style-type: none"> Planning team to reword strategy output indicator and objective to be in line with the M&E framework as well. 	2013
	13	To involve Education Services and Finance in provincial planning workshops conducted at Provincial levels	Planning workshop awareness and training has been conducted both at the central level and provincial level involving	<ul style="list-style-type: none"> Due to financial commitment, not all team could afford travelling to all provinces. 	<ul style="list-style-type: none"> Re plan priorities for planning to continue with training to Provinces 	2014 - ongoing

				the Education Services and Finance Team.			
		14	To include PEBs and EAs on important trainings conducted in provinces (especially planning)	The Planning team has included in their workshop participants from EA as well to attend the 2014 reporting and planning workshop held at the central and provincial levels.	<ul style="list-style-type: none"> • Due to other commitments few EAs attended the workshop • Another challenge faced was due to financial commitment the team were able to spent two to three days per province 	<ul style="list-style-type: none"> • Re visit each province again and organize a second session with all participants to ensure they understand well the concept of providing progress report 	2014 - ongoing
		15	Support PEBs and EAs in the format and the development of policy.	MOE Policy format developed and uploaded to the Management Webpage and also emailed to all PEOs and few EAs upon request.	<ul style="list-style-type: none"> • The current policy format is too broad and covers a wide range of areas which at some cases is not relevant to a policy area 	<ul style="list-style-type: none"> • PPU team need to review the policy format 	2014
	Gender Desk	16	Agreed on Gender Implementation Plan 2005 - 2015	GEEP Implementation plan agreed by Senior Management	<ul style="list-style-type: none"> • Due to financial constrain most of the activities outlined in the implementation plan are not carried out. • No full time Gender desk personnel recruited to work on such tasks 	<ul style="list-style-type: none"> • Insert into the planning unit plans some of the key activity as part of the PPU planned activities • Recruit full time personnel to coordinate all gender activities in the MOE. 	2013
		17	Develop programs and projects to implement the approved gender implementation plan	Currently nothing has been developed towards seeking further assistance in implementing GEEP plan, however in terms of specific activities such as training, leadership and	<ul style="list-style-type: none"> • Currently the training and capacity component has been inserted to the HRD plan 	<ul style="list-style-type: none"> • Insert to HRD plan the capacity and training component inside the GEEP • Coordinate with VESP to look at 	2014 - 2015

				awareness a few program has been developed to implement such activities		conducting a gender scan to MOET important documents	
		18	Conduct awareness on reviewing the gender policy.		Activities deferred to 2015 work plan		2014 - 2015
	M & E	19	M & E to develop simple reporting format	M & E has developed a quarterly reporting format and did awareness and workshop on this reporting format and the importance of compiling such report. So far the M&E unit has managed to compile first and second quarter reports and upload all reports to the Management Webpage	<ul style="list-style-type: none"> Activity managers often took quite sometimes to compile and complete this quarterly progress report. 	<ul style="list-style-type: none"> M&E unit to continue on a one to one coaching sessions with activity managers on this quarterly progress report 	2014
		20	To developed M&E framework for MoE	M & E has managed to have a draft MOE M&E framework developed.	<ul style="list-style-type: none"> A draft MOET M&E framework 	<ul style="list-style-type: none"> The draft MOET M&E framework to be presented at the next SEO conference 	2014
	HRD	21	Revised structure to be submitted to PSC.	Revised MOE Structures submitted and approved by PSC Staff received transferred letters to revised structure post on the August 2014	<ul style="list-style-type: none"> No wide consultation with MOE staff regarding the revised structure No consultation to staff on revised job description 	<ul style="list-style-type: none"> All managers to consult staff on their JDs All managers to ensure to conduct staff appraisal after six month as stated in the transfer letters to post. 	2013
		22	All TSC positions to have	Education Service, finance	<ul style="list-style-type: none"> No School 	<ul style="list-style-type: none"> Need to complete 	2014/2015

			post numbers.	unit and HR since last year did created post numbers	Management structure	the school management structure	
		23	All schools ancillary and administration positions to have post numbers.	Currently in progress	<ul style="list-style-type: none"> No School Management structure 	<ul style="list-style-type: none"> Need to complete the school management structure 	2014/2015
		24	TSC to start developing and establishing registration processes.	Currently in progress	<ul style="list-style-type: none"> No School Management structure 	<ul style="list-style-type: none"> Need to complete the school management structure 	2014 /2015
	ICT	25	PEBs and EAs to identify ICT projects and MOE to assist sourcing of funds.	Currently ICT did not receive any ICT projects from PEBs or EAs	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 	2014
		26	IT officers to finalize the MOE website in collaboration with SPC.	Corey (Peace Corp) and ICT team has managed to develop and have a MOET Website demo up and currently running	<ul style="list-style-type: none"> Activity Managers not providing enough content to feed into the website 	<ul style="list-style-type: none"> ICT is currently working with the Communication Committee to coordinate collection of information with all activity managers 	2014
		27	PEBs, EAs, & MOE department to assist by providing information to insert into the MOE website	At this stage the ICT team did not consult with the PEBs and EAs.	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> January 2015, team to work with PEBs and EAs in getting their content uploaded to the MOET Website 	2015
		28	ICT in collaboration with SPC to assist PEBs and EAs to develop own websites.	Not yet started, need to rephrase this resolution as to work with SPC or using the existing capacity and strengthening partnership still with Peace Corps	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> 	2014
		29	PEBs, EAs & schools to	Current practice in place,	<ul style="list-style-type: none"> Although ICT unit uses 	<ul style="list-style-type: none"> ICT to develop 	2014/2015

			work with ICT unit on the procurement of ICT equipment	PEBs, EAs and schools liaise with ICT unit for procurement of ICT equipment	current procurement measures in place, ICT need to provide specific guidance and procedures in place for PEBs and EAs and schools to use as a guide as well	guideline and procedures for PEBs and EAs and schools to use as a guide to procure ICT equipment	
	Facilities	30	Facilities unit to design standard staff house, costing at 6 hundred thousand vatu to 1 million vatu				2014 - ongoing
		31	Newly built classrooms to consider partitions				2014 - ongoing
		32	Facilities unit to design partitioning for multiclass teachings in existing schools				2014 - ongoing
		33	Facilities unit to design inclusive school facilities.				2014 - ongoing
		34	Modification or extension of classrooms should go through process of approval from Director through PEB.				2014 - ongoing
		35	Schools that have reliable water sources must use flush toilets or water seal toilets.				2014 - ongoing
Administration & Finance	Finance	36	Resubmit the revised proposal to GRT Committee for approval and implementation	Submission of which proposal is this ?			2013
		37	Develop a Medium Term Expenditure Framework	Incomplete.	Need total commitment from both PPU and FU to	Request assistance from PMO to	2015

			which will be aligned with the Ministry's Corporate Plan from 2015 onwards.		undertake this exercise. Currently managers providing 3 year plan and budget but without a detailed MTEF to assist management in decision making.	establish a team to undertake a MTEF for the MoET.	
	38	Establish a School Finance System Taskforce with complete Terms of Reference to oversee the implementation of the tasks below.	Currently set up with FU, PPU, IAU, and ES (including inputs from PEO). With contributions from donor partners.	Internal delays to processes. Capacity to undertake work.		Phase duration of various activities over time.	2013
	39	Develop an Administration & Financial Management Policy	No policy developed yet.	Budget 2015 preparation causing minor delay. Capacity and time to concentrate on policy development.			2013
	40	Develop a Standard Schools Financial Management Software (to build on the OPAD system)	MoET is able to use the software available to Fiji schools and adapt it to suit Vanuatu.	Will need to adapt Fiji Finance tool to Vanuatu's situation. Capacity to fully develop this tool.		FU will need to work together with IAU, PFOs, HoSs, ICT and OGCIO to adapt the finance tool.	2013
	41	School Grant is applicable to ALL REGISTERED Government (GOV) and Government Assisted Education Authority (GAEA) Schools	Team work established between FU, PPU, IAU, ES for payment of SG to schools. Tranche 1, 2014 has been paid. Tranche 2, 2014 is being paid in phases due to cashflow position of the government. <i>This is applicable to # 41, 42, 43, 44, 45, 46 and 48.</i>	For Tranche 2, 2014: -Delay in VEMIS input -Government cashflow -Response from schools with regards to financial reports -Response from schools with regards to implementation of audit recommendations. <i>This is applicable to # 41, 42, 43, 44, 45, 46 and 48.</i>		Continue with the school grant task force, but to include donors at an early stage. <i>This is applicable to # 41, 42, 43, 44, 45, 46 and 48.</i>	2014 - ongoing
	42	Consult with the Minister on senior secondary schools that offer USP					2014

			courses on whether they are eligible to receive school grant or not eligible.				
		43	Grants will be paid to schools that offer a "TVET in Schools" Program				2014 - ongoing
		44	Grants will be paid to schools regardless of whether there is a Government paid teacher in the school. The PEOs & EAs will be responsible to manage and administer the use of the grant.				2014 - ongoing
		45	Schools are eligible to receive the grant in the following year, if it is a NEWLY registered and authorized school or level. This must be approved and endorsed by the PEB.				2014 - ongoing
		46	All schools must operate ONLY the official NBV account as approved by the DG of Ministry of Finance & Economic Management.				2014 - ongoing
		47	Work with MFEM to source additional funding to pay up the outstanding severance and transfer allowances	Budgetary allocation within TSC for this. This is currently phased out over the next few years.	-Budget constraints. -Increase in severance payments for teachers. -Use of severance and transfer allowances budget for other purposes.	-Phase severance payouts -Restrict # of staff retiring -Restrict severance budget to only paying severances and	2013 - 2014

						outstanding allowances -Develop staff succession plan	
		48	Schools with low enrolment and does not meet “remote school criteria’s” will not be eligible to receive any grants, unless the PEB has approved for them to operate in the current year.				2014 - ongoing
		49	Finance to secure funding for literacy and numeracy positions at CDU.	No persons have been recruited for the positions	Budgeted positions for 2014 did not include these positions	Will need to be prioritized for 2016	2014 - 2015
	Procurement	50	Explore online procurement. MoE to pursue option.				2014
		51	Develop a standard Procurement Policy.				2014
		52	Finalize Asset Management Policy				2013-2014
	Human Resource Unit	53	MOE to review job description and to amalgamate roles of SIO, ZCA’s, and ISU so that activities initiated are planned and implemented				2014
		54	Review Job description of ZCA’s to compliment task carried out in zones				2014
Education Services	Office of Director Education Services	55	That all school children and school observe the provincial day of the province where the	School Heads were informed	Officials from the MOET, Provincial staff and schools continue to disregard this decision	Minister to regulate it.	2014 - ongoing

		school is located.				
	56	To approve the Vanuatu Principals standards and circulate to schools	In progress	Getting it to schools	Awareness to schools, PEO/EA Meetings	2014
	57	Request SPBEA and UNESCO to work on Vanuatu Teachers standards.	A Working committee chaired by VITE is developing this	In development stage	To be completed and then reviewed before finalization.	2013
	58	MoE plans to be made available in advance so that PEB/EA uses it to align their plans against, for consistency purposes.	In working progress	To follow MOET plan format	Working progress	2014 - ongoing
	59	All Schools must teach the approved Vanuatu National Curriculum.	In working progress	How to deal with schools that offer other curriculum like Self Accelerated Learning	With the revised National Curriculum and implementation plan, all schools will and must follow the national Curriculum. This will continue to be made through awareness.	2014
	60	For senior secondary schools, the schools supplementing the Vanuatu National Curriculum, for specific subjects, must have the approval of the Minister of Education	In working progress	VESP does not fund the Senior Cycle Curriculum development	In working progress	2014
	61	All H/Schools that are alleged to any misuse of school fund will be recommended by PEO and EA, through the Director of Education Services to discipline	This is the bottom line. Where Internal Audit reports such incidents, those involved are recommended for discipline.	School Heads who undertook training in school financial management fail to implement what they have learnt, thus increase the chance to	Continue to implement SBM Plans and Internal Audit work.	2013 – 2014 ongoing

			immediately by the TSC.		misuse school funds		
		62	Develops a policy guideline to on conditions and or terms of reference for other stakeholders including EA in hiring the services of Government Training Institutions such as in Service Unit /School Base Management/Examination & Assessment Unit/Early Childhood Care Education/Inclusive Education/ Education In Emergency	Some policies have been developed. Others will be addressed in future.	Whose role is to develop policies? Sometimes I find this problematic. Also, other activities tend to slow down the progress of the policies.	To work and complete unfinished policies.	2014
	Secondary	63	Develop a concept paper on how to develop the Secondary School Advisory/Professional support.	Not yet addressed	Needs to discuss this further with Policy and Planning to be clear about what the paper would entail.	To be addressed.	2014
		64	Develop sub sector policy to administer the secondary school rationalization	To be reactivated	No political support due to the assumption that schools are used as a means to gain political gain.	To be progressed	2014
		65	To develop legislation that will lead to establishment of an institute of higher education.	Under the DG's direction	New Directorate to take lead in the discussion	To be progressed	2014
		66	Take lead in conducting a feasibility study to find out how colleges and other institutions are operating so that there is first-hand information to	Not yet undertaken	Funding availability	To be progressed	2014

			make informed decision on.					
		67	MOE to come up with the strategy with dateline to direct current tertiary institution to be prepared for Higher Education Institution Establishment	Not yet undertaken	Education Services to discuss this with Division of Tertiary and Training.	To be progressed	2014	
Primary		68	That MoE work closely with the Pool partners to established learning centres (in schools) in the provinces.	In close consultation	Not clearly indicated under VESP	To be progressed	2014 - 2015	
		69	Conduct a study on factors that affecting teacher's motivation.	Not yet undertaken	The research officer has not been recruited or earmarked for recruitment	To be progressed	2014	
		70	Review ZCA grant funding re-allocation (more places are expensive to visit)	Increase made in the budget	No clear direction from Finance unit on this due to low grant size per province	To be progressed	2014 - 2015	
		71	ZCA grants to be released in full at the year beginning (Jan)	Discussed with Director responsible and to be implemented in 2015	-	To be progressed	2014	
		72	MOE to conduct a baseline study on effectiveness of the multiclass teaching.	Not yet done	Who to carry this out?	VITE is conducting training in Multigrade teaching	2014	
	ECCE		73	Set up a taskforce to look at ECCE funding	Not yet done	Vangov Funding apart from Donor support	To be progressed	2014
			74	ECCE Taskforce to partnership with parents	Awareness is being carried out in Torba, Malampa and Shefa under VESP.	Parents and community buy-in and ownership.	To be progressed	2014 - ongoing
IE		75	Develop a costing for IE implementation plan	1. Not carried out as planned 2. Support ECCE project at	Change of priorities in VESP focusing on ECCE and earlier primary	Establish a Vanuatu Inclusive Education Committee (starting	2014	

				<p>the beginning of the year on inclusive education policy 2010-2020 awareness</p> <p>3. (a) Support research project funded by Australian Fund on developing and testing indicators on inclusive education in the pacific coordinated by Monash University and Nossal Institute July 2013-July 2015)</p> <p>(a) Support research project funded by Australian Fund coordinated by Queensland University of Technology and University of Pacific on “Strengthening capacity for disability-inclusive education development policy formation, implementation and monitoring in the south pacific region (July 2013-July 2015)</p>		with Members within MoET)	
		76	That PEBs, EAs and all schools must have a disaster plan in place for speedy recovery purposes				2014 - ongoing
		77	To inform PEBs and EAs of those schools that are located in disaster prone areas.				2014

		78	Work with the department of climate change to cost the EiE policy implementation plan				2014
		79	Work with PEB to appoint EiE focal point officer in the provincial education offices.				2014
	TEVT in Schools	80	Develop a concept paper on TVET in schools program				2013
		81	MoE (through TVET in schools) liaise with VNTC to carry out accreditation preparation process for the implementation of the new developed technical subject for implementation in 2015				2014 -2015
		82	To follow up with common wealth of learning (Vancouver) to assist in finalizing ODL policy for the MoE				2014
	School Base Management	83	Finalize communication strategy				2014
		84	Accept communication strategy related to minimum standard and school grant				2014 - 2015
		85	Awareness on how to interpret Education Act in the province, in order to understand roles				2014 - ongoing
		86	Training and workshops				2014 -

			to be conducted on roles of school councils and committee				ongoing
		87	That SBM and Education services pilot the Teacher standards in selected schools.				2014
		88	SBM to continue to train school heads on financial management in schools				2014 - ongoing
		89	Improve mentoring and monitoring of school grants by Provincial Finance Officer through school visits to all schools and running of workshops.				2014 - ongoing
	Provincial Education Office & PEB	90	PEBs to develop policy guidelines to oversee and strengthen the management and administration of schools.				2014
		91	Finalize PEB Development Plan				2013
		92	PEBs & EAs to Strengthen communication with MOE, Zones & Schools.				2014
		93	PEBs & EAs to develop bi-laws to manage schools				2014
		94	PEBs and EAs to develop Provincial M&E framework and align with MOE M&E framework				2014
		95	PEOs/EA's to present model staff house built in their province. Best one				2015

			will be awarded prize				
		96	PEBs and EAs to conduct assessments and to report to DG on why heads of schools find difficulty in sending reports.				2014 - ongoing
		97	PEBs & EAs to establish reporting guidelines for all head teachers and principals.				2014
		98	Appraisals must be conducted for principals, ZCA's, Head Teachers, and SIO's (payroll and non-payroll staff)				2014 - ongoing
		99	PEBs and EAs to train key school heads on how to appraise teachers.				2014
		100	PEB and Authorities to strengthen relationship in managing ZCA's.				2014
		101	PEB is responsible to manage all ZCAs.				2014 - ongoing
		102	PEB reports in future to include performance of zones				2014 - ongoing
		103	PEBs & EAs to develop own Procurement Policy align with MOE Procurement Policy.				2014
		104	PEBs and EAs to develop own Asset Management Strategy				2014 - 2015
		105	PEOs and EAs to encourage schools to				2014

			plant 1000 trees following school landscaping plans before the next SEO conference.				
		106	Regular visits and reports from PEOs EAs, PFOs and ZCAs to schools to motivate teachers.				2014 - ongoing
		107	Schools to submit the VEMIS Forms to the PEOs by 31st March, and entered on the system by 30 th April each year. <i>PEOs will be responsible to recommend to TSC to discipline Head of Schools (HOS), through the Director of Education Services, for late submissions.</i>				2014 - ongoing
		108	Schools to submit previous year's Annual Report by 9 th December each year. (PEOs and EA Directors will be responsible to recommend to TSC to discipline Head of Schools (HOS), through the Director of Education Services, for late submissions.)				2014 - ongoing
		109	PEBs and EAs, to plan and start TVET in school program in one of their schools then liaise with MoE and VNTC to				2014 - 2015

			implement.				
CDU	110		Trained teachers to be posted to teach Years 1, 2 and 3.				2014 - ongoing
	111		That CDU to develop teaching and learning resources for teachers on Literacy				2014
Exams	112		EAU to distribute to all PEB/EA and all schools copies of approved Assessment Policy, rules and procedure.				2014 on-going
	113		EAU to distribute yearly examination results and analysis reports to all schools and authorities				2014 - ongoing
	114		Work towards an outcome based Assessment				2014 - 2015
	115		Work with SPBEA to develop a transition plan to guide transition from content based assessment towards outcome based assessment.				2014 - 2015
	116		Develop literacy and numeracy policy				2014
	117		Strengthen VANLET program to address literacy needs in school				2014
	118		Conference accept the PILNA report conclusion report by SPBEA				2013
	119		Negotiate with AusAid for Vanuatu to				2014

			participate in the next PILNA/Paber.				
VIT	120		Develop a framework to guide rollout of VIT courses to the province				2014
	121		TA to assist MoE and VIT to review programs				
	122		Develop implementation plan for VIT.				
	123		VIT to develop Procurement Policy and Asset Management Policy.				2014
VITE	124		To develop Policy to guide path ways for students undertaking VIT courses/VITE.				2014
	125		Develop and finalize VITE corporate plan				2013
	126		Develop implementation plan with costing and the support of PPU				2013
	127		That management trainings to be adopted into VITE courses				2014 - ongoing
	128		Further to Face-to-Face Module, VITE will develop a Distance Learning Module with the assistance of USP (REN)and Pool Partners				2014
	135		Expand on the definition to the word “respect to others” in the code of conduct				2014
	136		Some power needs to be				2014

			decentralized to PEB's and EAB's to discipline teachers.				
		137	TSC to revise teacher's appraisal form.				2014
		138	To develop a standard Teacher's Housing Policy and aligning with the National Housing Policy.				2013
		139	That MoE and TSC develop guidelines of teacher postings and appeals				2014
		140	Teachers on scholarship; should follow the PSC process.				2014 - ongoing
		141	Amend TSC staff manual to remove Ministers powers to maintain salary of teachers on scholarships				2014
Teaching Service Commission	TSC	129	New TSC Act should be inclusive of teachers disciplinary and code of conducts guidelines				2013 - 2014
		130	Certain power of the TSC may be delegated.				2014
		131	A Teacher Association may be established and regulated.				2014
		132	TSC to action Audit report findings and recommendations.				2013 - 2014
		133	TSC to inform all PEB's and EA's on the termination of a teacher				2013 - 2014

		134	<p>A new TSC Staff Rule to include the following aspect</p> <ul style="list-style-type: none"> ✓ Teachers dressing code, use of mobile phones, kava and smoking ✓ Appraisal of teacher be part of PEB/EA and each schools yearly plan ✓ DOE and TSC to Develop teacher's promotion process. ✓ Teacher's punctuality and absenteeism to be included in the Teachers code of Conduct. 				2013 - 2014
		135	Expand on the definition to the word "respect to others" in the code of conduct				2014
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			develop guidelines of teacher postings and appeals				
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Vanuatu National Training Council	VNTC	142	National Qualification Development Working Committee to develop National Qualification Framework within six months.	The VQF policy has been approved by the DCO and COM. And it has been launched on the 5 th September 2014.	Luck of funding is a challenge.	A NPP has been submitted for MBC decision/approval	2013
		143	That Schools need to register with VQA in order to offer TVET in school programs, to allow for accreditations.	Quality management system for schools is in good progress to qualify school registration. 2 or 3 schools are in progress to be registered this year 2014 others 2015 & 2016	Quality management system knowledge Funds to implement QMS in schools	TVET Quality Coaching program in process Small project proposal submitted to MOET Finance for 2015	2014 - ongoing

**MALAMPA PROGRESS REPORT ON
SEO EDUCATION OFFICERS RESOLUTION
24TH JULY 2014**

Coordinating Division	Units to Assist	No.	Resolutions	Describe the Progress of the Activity to date	Key Challenges Affecting the Implementation of the Activity	Proposed Solution/Way forward
Provincial Education Office & PEB	Education services	90	PEBs to develop policy guidelines to oversee and strengthen the management and administration of schools.	Still working on the policy guidelines.	Timing and work load causing delays of completion of policy guidelines.	2014
		91	Finalize PEB Development Plan	A draft plan has been done but needs to be finalized.	Political decisions to open new schools.	2013
		92	PEBs & EAs to Strengthen communication with MOE, Zones & Schools.	Updated list of contacts in office, ZCA meetings and PEB meetings held	Lack of mobile signal coverage of some areas still a problem.	2014
		93	PEBs & EAs to develop bi-laws to manage schools	A Head teachers manual has been developed	New policy's had been approved making the manual outdated.	2014
		94	PEBs and EAs to develop Provincial M&E framework and align with MOE M&E framework	Tools are currently developed, English assessment tool completed	ZCA lack of knowledge on how monitoring is done.	2014
		95	PEOs/EA's to present model staff house built in their province. Best one will be awarded prize	Yet to be completed.	PMO is not been trained yet to use the computer design program by Facility unit.	2015
		96	PEBs and EAs to conduct assessments and to report to DG on why heads of schools find difficulty in sending reports.	Will be addressed at the next ZCA meetings and reported to DG office.	Implementing a reporting procedure by ZCA with the head teachers has not be a priority.	2014 - ongoing
		97	PEBs & EAs to establish reporting guidelines for all head teachers and principals.	Has been address in the head teachers Manuel	HTs need to use the head teacher's manual regularly.	2014
		98	Appraisals must be conducted for principals, ZCA's, Head Teachers, and SIO's (payroll and non-payroll staff)	Yet to be completed	Assessment tools need to be created.	2014 - ongoing

		99	PEBs and EAs to train key school heads on how to appraise teachers.	ZCA has been briefed on Assessment tool; PEB will be brief on next meeting.	Majority head teachers are teaching heads and this could be affected.	2014
		100	PEB and Authorities to strengthen relationship in managing ZCA's.	A schedule of meetings have been held consequently to strengthen relationship	No challenge seen here but funds is always an issue	2014
		101	PEB is responsible to manage all ZCAs.	Relationship between PEB and ZCA has been strengthening.	Lack of funds to gather ZCA regularly due to high transport cost	2014 - ongoing
		102	PEB reports in future to include performance of zones	Ready to be implemented through Assessment tool.	Lack of reports by head teachers to the ed. Office.	2014 - ongoing
		103	PEBs & EAs to develop own Procurement Policy align with MOE Procurement Policy.	Yet to be completed	Timing and work load has delay this tasks	2014
		104	PEBs and EAs to develop own Asset Management Strategy	Yet to be completed	Timing and work load has delay this task	2014 - 2015
		105	PEOs and EAs to encourage schools to plant 1000 trees following school landscaping plans before the next SEO conference.	Information has been send to instructed all schools/councils and Advisors.	Lack of space and available land to carry out these projects in all schools.	2014
		106	Regular visits and reports from PEOs EAs, PFOs and ZCAs to schools to motivate teachers.	Effective and on-going		2014 - ongoing
		107	Schools to submit the VEMIS Forms to the PEOs by 31st March, and entered on the system by 30 th April each year. <i>PEOs will be responsible to recommend to TSC to discipline Head of Schools (HOS), through the Director of Education Services, for late submissions.</i>	Complete and effective.	Seen some delays due to connection problems on the government network.	2014 - ongoing

		108	Schools to submit previous year's Annual Report by 9 th December each year. (PEOs and EA Directors will be responsible to recommend to TSC to discipline Head of Schools (HOS), through the Director of Education Services, for late submissions.)	Reports will be made by using assessment tool kits used in province and other Related reports from SBM and ZCAs.	Lack of funds to specifically carried out these assessments.	2014 - ongoing
		109	PEBs and EAs, to plan and start TVET in school program in one of their schools then liaise with MoE and VNTC to implement.	Yet to be finalized by PEB, proposals are needed to be made to the board.	Commitment to salaries. Overload of teaching hours for existing staff.	2014 - 2015