Monthly Progress Report

March 2018

Sl. No.	Areas	Description
1	**Progress and key tasks accomplished**	**Staff issues** • No new consultants joined the ISA team. 3 consultants still awaited to complete the team. Arijit Mondal, Procurement Specialist, resigned from the Project for personal reasons. **Website** • Work has continued on the development of the new SCERT website, making it more user-friendly and dynamic. With collaboration from SCERT more pages have been populated with up-to-date content and an E-Resource repository has been created. Specifications have been drawn up for the technical requirements needed to launch the website in an official server domain and a request to BSEIDC to procure hosting space has been prepared. **Workshop activity** • A workshop for 70 participants was held 15-18 March to review ICT-based materials from British Council, Regional Institute of English South India (RIESI), TESS India, Humana People to People and Language and Learning Foundation (LLF) and to map them onto the Pre-Service curriculum. The workshop was well received by the participants and will now lead to more detailed workshops in the different subject areas to plug the gaps in the pre-service curriculum and to develop the ICT-based materials needed to make classroom process more effective. • In the area of CPD, a workshop was held 16-18 March to begin the process of developing a module on Inclusive Education. • A dissemination workshop on the new SMC module attended by Principals and DIET faculty members was planned for late March but had to be postponed due to SCERT involvement in Bihar Diwas activities. District level training has also been postponed. **Preparation of TORs/RFPs for related Technical Assistance** • ISA worked with BSEIDC to incorporate final revisions to the RFP on Teacher Incentivisation Study ready for tendering in April 18. • ISA continued to work on draft document for an EOI on monitoring Teacher Attendance and liaised with Centre for Policy

		Research on their possible involvement. • RFPs relating to Leadership Training, Monitoring Teacher Attendance, and the Midline survey plus Proposals on the development of a Learning Platform from IT for Change and on a pilot project on Using Tablets in Bihar schools from Motivation for Excellence were shared with SCERT. Their feedback is still awaited. **Monitoring and Evaluation** • Following the Visioning Workshop in early February, a draft Theory of Change model was developed and discussed. • Work began on the development of an internal Monitoring and Evaluation Framework for ISA activity and an initial discussion session was held. **Finance and Administration** • ISA Finance staff worked with SCERT to close accounts for FY 17/18 • Advisory work continued with BSEIDC on the development of an ERP system for finance, administration, HR and procurement. • After unexpected obstacles from SCERT over allocation of rooms for ISA use, work on the refurbishment of the three new offices finally got started, with good progress being made this month. Estimated completion date is mid-April.
2	**Challenges**	• Getting proactive engagement of SCERT senior management and timely approval of proposed activity as agreed in ISA Action Plan • 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. • Although the planned refurbishment is now well under way, official agreement on the actual offices to be allocated to ISA took much longer than planned and completion is not anticipated before mid-April at the earliest. In the meantime the ISA team has continued to work out of a single temporary office space which sometimes needed to be vacated when other events were scheduled, far from an ideal working environment.
3	**Support required**	• Proactive engagement of SCERT senior management with ISA work including approval of key files in a timely fashion. • SCERT staff allocated by Director SCERT to work with ISA in carrying out actions defined in each Result Area • Expeditious refurbishment of office space for ISA within SCERT.

4	**Plan for next month**	• Continued development of SCERT website to make it fully functional ready for official launch including migration to a permanent hosting space procured through BSEIDC.
		• Follow-up workshops on development of ICT-based materials for Pre-service Curriculum in different subject areas
		• 2 follow-up workshops to continue development of CPD module on Inclusive Education.
		• First issue of a CPD E-Newsletter will be disseminated.
		• A workshop will be held in April to develop assignments and questions for each unit of ODL material for better learning, conceptual reinforcement and semester-based study requirements.
		• A dissemination workshop on the new SMC module attended by Principals and DIET faculty members will be held in early April and the SMC module with any recommended revisions will be printed. The training of district level SMC trainers in all 10 pilot districts will begin during April.
		• Release of RFP for Teacher Incentivisation Study, EOIs for Mid-Line Survey, Teacher Attendance Survey and School Leadership Training, and commissioning of work on developing a learning portal and running a pilot on tablet learning during April.
		• Plan Launch of ISA programme on a date to be agreed with WB and SCERT.
		• ISA to develop RFP for hiring of accounts firm for SCERT. By end April.
		• The SCERT budget for F/Y 2018-19 will be prepared after due consultation with SCERT faculty.
		• Further implementation of and familiarization with on-line ANAR finance and administration Programme Management system, will only be operationalized once ISA is in new office space with a functioning server.
		• Completion of ISA office refurbishment (three rooms).
5	**Risks**	• 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.
		• Weaknesses in current SCERT financial and general management capacity may lead to delays in programme implementation.
		• 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.

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