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**USAID – AIR / TEACH ENGLISH FOR LIFE LEARNING (TELL)
QUARTERLY REPORT
DECEMBER 2008**



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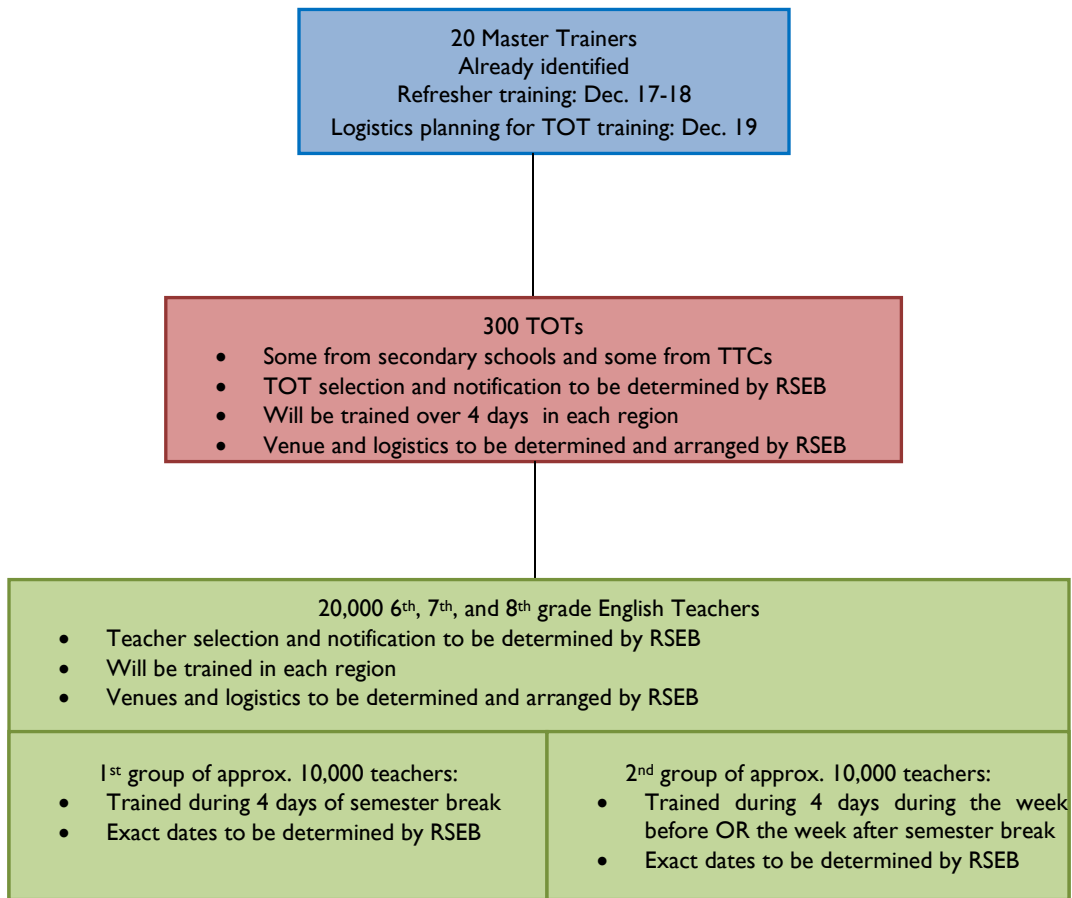
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Executive Summary

The USAID – AIR/Teach English for Life Learning (TELL) project began on November 18, 2009. In December, the TELL team has worked on both administrative and programmatic tasks. Administratively, TELL has set up the office within the Institute for Curriculum Development and Research (ICDR) of the Ethiopian Ministry of Education (MOE). Additionally, TELL hired cooperating country nationals, continued the registration process, obtained and evaluated quotes, and opened bank accounts. On the programmatic side, the major activity underway is the coordination and implementation of the cascading training model. The cascading training model being used is illustrated in the graphic below:

TELL National Cascading Training Model



In December, 19 Master Trainers attended a TELL-sponsored refresher training and 12 Addis Ababa Trainer of Trainers (TOTs) were then trained. Additionally, the TELL team conducted orientation meetings with each of the eleven regions to begin the TOT and teacher training planning.

I. Program Activities November 18 – December 31, 2008

Administrative

For project start up, the American Institutes for Research (AIR) sent four staff: Dr. Mona Habib, Acting Chief of Party for the TELL project; Judy Benjamin, EQUIPI Project Director; Adela Mizrachi, TELL Project Manager; and Laurence Dessein, TELL Project Associate. Start up activities included beginning the registration process, recruitment and hiring, opening up bank accounts, opening up the TELL office, and setting up financial systems and processes.

The team hired local staff for the Deputy Chief of Party for Technical Programs and Administrative Officer positions. A Financial Officer was identified, however the quality of his work was deemed unacceptable and he was let go from the project well within his probationary period of 45 days as per the Ethiopian Labor Law. The TELL team continued to recruit for a Financial Officer, but as of the end of the quarter, the search has been unsuccessful.

The TELL office will be housed within the Institute for Curriculum Development and Research (ICDR) of the Ministry of Education. The TELL team obtained and evaluated quotes for furniture, equipment and car rental in order to make the TELL office functional.

A Memorandum of Understanding was drafted by AIR and finalized after multiple drafts to serve as the basis from which to establish a relationship with the Ministry of Education. By the quarter end, the Memorandum of Understanding had not been signed due to intense programmatic activities.

Programmatic

As per the TELL agreement, AIR submitted both the TELL work plan and monitoring and evaluation plan within 10 days of the award. Upon arrival in Ethiopia, the TELL start up team met with the TELL Task Force, comprised of staff from TELL, USAID and the Ministry of Education, to begin planning the implementation of the cascading teacher training model. Additionally, per diem, travel allowances, and other such budget matters were discussed and agreed upon so as to enforce a uniform payment schedule for each of the 11 Region State Education Bureaus (RSEBs). Following these meetings, the TELL team organized planning sessions with each of the regions and sent staff from either the TELL project or the Ministry of Education to facilitate those meetings. Meetings with all 11 regions were conducted at which the TELL facilitator explained the training model and the budgeting process by which each region would have to adhere in order to receive the funds to conduct the various trainings. Each region established a RSEB focal person to serve as the point of contact for the TELL team throughout the budgeting, materials distribution, TOT training, teacher training, and reconciliation activities.

In addition to the training activities, AIR has been asked to widen the original scope of work by distributing the *English for Ethiopia* textbooks, teachers' guides, and training manuals developed by Alabama A&M University to the 72 established TELL training sites. The TELL team obtained and evaluated materials distribution quotes and chose a vendor. The materials distribution is to take place in January.

Training activities that were completed in December include the refresher training for Master Trainers and the TOT training for the Addis Ababa region. Dr. Mona Habib, AIR's Acting Chief of Party and teacher training specialist, conducted a three-day refresher training course for 19 Master Trainers who were previously trained under a separate project in June. This training took place December 17-19, 2009. Additionally, from December 19-21, 2009, the Master Trainer from Addis Ababa trained 12 TOTs to serve the Addis Ababa region. On December 19, 2009 TELL hosted the project launch with USAID Acting Mission Director, Nancy Estes; Acting Chief of Party of the TELL project, Dr. Mona Habib; Head of the General Education Curriculum Framework Department (GECFD), Ato Metasebia Demissie; and Deputy Head of the Addis Ababa Regional Education Bureau. Newspaper and television media covered the event – the story appeared in at least two newspapers.

2. Implementation Status

Activities	PLANNED				STATUS
	December				
	1	2	3	4	
Project kick off					Completed
TELL office start up					In progress
Meet with REB TELL Task Force					Completed
Recruit TOTs to participate in TELL TOT Training					In progress, to be completed next qtr
REB to identify teachers to be trained					In progress, to be completed next qtr
Confirm TOT training regional venues					In progress, to be completed next qtr
Confirm Teacher Training regional venues					In progress, to be completed next qtr
Plan Master Trainer refresher training					Completed
Print Training Manual					Completed – printed entire Training Manual for all TOTs and Chapter 3 of Training Manual for teachers.
Master Trainer Refresher training					Completed
Addis Ababa Pilot TOT training					Completed
TOT regional training					Not applicable to this quarter
Teacher training: Cohort 1					Not applicable to this quarter
Teacher training: Cohort 2					Not applicable to this quarter
Training follow-up activities					Not applicable to this quarter
Project close out					Not applicable to this quarter

3. Program Outputs

Indicator	Unit of Measure/Definition	Frequency	Responsible Individual	Method/Source	Baseline	Achieved this quarter	Achieved cumulative
Number of Master Trainers provided refresher training	Master Trainers to receive follow-up training on the <i>English for Ethiopia</i> materials	Once at end of refresher training event	COP/Ops Manager	Attendance rosters	20	19	19
Number of TOTs Trained	TOTs to receive 5-days of training on the <i>English for Ethiopia</i> materials	Once per region at end of training event	COP/Ops Manager	Attendance rosters	0	12	12
Number of TOTs trained in active-learning methods	TOT training will focus on teaching methods, including active-learning and student-centered methods	Once per region at end of training event	COP/Ops Manager	Attendance rosters	0	12	12
Number of TOTs trained in effective classroom practices	TOT classroom practices trainings will focus on lesson planning, mixed ability grouping, teaching in overcrowded classes and classroom management	Once per region at end of training event	COP/Ops Manager	Attendance rosters	0	12	12
Number of TOTs trained in basic literacy	TOT literacy trainings will focus on listening, speaking, reading, writing, vocabulary development and storytelling)	Once per region at end of training event	COP/Ops Manager	Attendance rosters	0	12	12
Number of TOTS trained in classroom/continuous assessment techniques	TOT assessment trainings will include portfolio assessment, structured assessment, observation, conferencing, testing and error correction.	Once per region at end of training event	COP/Ops Manager	Attendance rosters	0	12	12
% of TOTs effectively delivering training curriculum	TELL team to monitor during TOT training events	Random sample throughout training period	COP/Ops Manager	Observation, pre/post survey, regional training reports	0	--	--
Number of teachers trained	Teachers to receive 5-days of training on the <i>English for Ethiopia</i> materials	Once per training event	COP/Ops Manager	Attendance rosters	0	--	--
Number of teachers trained in active-learning methods	Teacher training will focus on teaching methods, including active-learning and student-centered methods	Once per training event	COP/Ops Manager	Attendance rosters	0	--	--

Indicator	Unit of Measure/Definition	Frequency	Responsible Individual	Method/Source	Baseline	Achieved this quarter	Achieved cumulative
Number of teachers trained in effective classroom practices	Teacher classroom practices trainings will focus on lesson planning, mixed ability grouping, teaching in overcrowded classes and classroom management	Once per training event	COP/Ops Manager	Attendance rosters	0	--	--
Number of teachers trained in basic literacy	Teacher literacy trainings will focus on listening, speaking, reading, writing, vocabulary development and storytelling)	Once per training event	COP/Ops Manager	Attendance rosters	0	--	--
Number of teachers trained in classroom/continuous assessment techniques	Teacher assessment trainings will include portfolio assessment, structured assessment, observation, conferencing, testing and error correction.	Once per training event	COP/Ops Manager	Attendance rosters	0	--	--
% of grade 6th, 7th and 8 th grade teachers effectively implementing <i>English for Ethiopia</i>	TELL team to monitor teacher training events	Random sample throughout training period	COP/Ops Manager	Observation, pre/post survey, regional training reports	0	--	--
Numbers of printed materials reaching the trainees	Trainees will receive training materials as part of all trainings. These will include training guides.	Once at end of all training events	COP/Ops Manager	Inventory list	0	--	--

4. Challenges

During the training of the Master Trainers, there were some trainers who felt that the honorarium decided upon by USAID and the MOE was not sufficient and threatened not to participate in the TELL training activities. AIR recognized that this decision was within the purview of the MOE and USAID, thus AIR respectfully deferred to their decisions on the matter. The issue was resolved by bringing in USAID and the MOE who collectively decided to double the originally agreed upon honorarium from 125 Birr per day to 250 Birr per day. There were also similar negotiations about per diem amounts for those trainers traveling to Addis Ababa for training.

During the month of December, AIR undertook the task of identifying and selecting a contractor for the distribution of over 120,000 *English for Ethiopia* textbooks, teachers' guides, and training manuals developed by Alabama A&M University to the 72 established TELL training sites. In addition, upon USAID's recommendation, AIR hired consultant Dr. Mary Spor to provide technical assistance to the project. Both activities serve to expand the original scope of the TELL project. Accordingly, AIR has submitted a budget to USAID for these additional activities, and looks forward to receiving a response in the next quarter.

5. Lessons Learned

Implementation lessons learned will be identified and discussed in the next quarterly report.