



DRAFT

Minutes of the RCG4-WCA Steering Team meeting West and Central Africa Regional Coordination Group on SDG4-Education 2030 (RCG4-WCA) Reported by the Secretariat (UNESCO-Dakar)

Location: UNESCO Regional Office, Dakar
Date: 8 November 2016
Time: 15:00 – 17:00

Participants

Gwang-Chol Chang, UNESCO-Dakar / RCG4 Chair
Nicolas Reuge, UNICEF WCARO
Mamadou Sarr, UCAD (representing CAMES)
Rosa Silva, ANCEFA
Houraye Mamadou Anne, FAWE
Secretariat: Lily Neyestani-Hailu, Catherine Collin, and Valérie Djioze-Gallet, UNESCO-Dakar

Absent: CONFEMEN

Meeting objectives

Ahead of the plenary retreat on 8 December, the RCG4-WCA Steering Team (ST) held its first meeting in order to:

- (1) Take decisions on:
 - a. the reduced/merged list of proposed Task Teams
 - b. the revised 2016-2017 work plan
- (2) Prepare the next RCG4-WCA meeting/retreat
- (3) Revise the RCG4-WCA Terms of Reference
- (4) Discuss the Steering Team membership

Task Teams (TT)

- The Secretariat presented a reduced and merged list of Task Teams (see annex 1), based on the larger list previously proposed by members of the RCG4, reducing overlap and better aligning proposed areas with SDG4 targets. The list was adopted and will be shared with the plenary group members for them to express interest in leading/co-leading or membership. Any TT without a committed Lead entity by the Dec 8 retreat will be removed.
- The teaching and learning (TALENT) task team has already begun its activities, with a workshop held in Dakar from 26 to 28 October. While the workshop focused on developing qualifications frameworks for basic education teachers, the TT will also be working on learning assessment (of both outcomes and process), issues of quality and barriers to successful learning. Education International has created an international network – Teachers and Educators Network (TEN) – and would be interested to see how they could work with TALENT. Their invitation to join the RCG4-WCA shall be considered.
- Save the Children initially proposed to lead a task team on Girl's Education which has to be expanded to Gender Equality and Inclusive Education. Confirmation of Save the Children in leading this broader task team is forthcoming. The TT has already started working on the elaboration of a policy brief on Girl's Education.
- The Secretariat suggested that guidelines be developed for the elaboration of Terms of Reference (ToRs) to be prepared by lead members of TT's and presented at the retreat on 8 December. The guidelines would propose for TT's to organize their work plans around the following modalities: (1) knowledge production and sharing; (2) tools development; and (3) capacity strengthening and country support. There would also be guidance around the inclusion of cross-cutting concerns including out-of-school children and youth and non-formal/alternatives modes of education.
- Regarding the elaboration of an annual report on the situation of education/SDG4 in the WCA region – a suggested activity of the Systems Strengthening TT – collaboration with ADEA was suggested given that they are producing such a report in preparation of the Conference of Ministers of Education of the African Union (COMEDAF) and in order to strengthen the link between the RCG4 and AU/CESA. The collaboration could also be extended to the East and Southern Africa coordination group, whose establishment is underway.

2016-2017 work plan

- The new structure of the work plan for 2016-2017 was then presented, which, similarly, attempts to avoid overlapping activities while regrouping them under three categories instead of key functions: (1) preparation, operationalizing and monitoring of RCG4 planned activities; (2) dialogue, communication and knowledge management; and (3) RCG4 support activities (analytical work and country support). Some activities of the general work plan were moved under Task Team work plans. The Steering Team members adopted this new structure and were invited to provide further comments by email.

RCG4-WCA retreat

- The date for the retreat was confirmed for 8 December 2016 in Dakar (location to be confirmed) and covered by UNICEF.
- It was agreed that the revised work plan, list of Task Teams, and ToR guidelines be disseminated among RCG4 members before the retreat, in order to facilitate discussion and decision-making at the meeting.

- Proposed Task Teams leads should suggest orientation of the work to be covered. The members leading the Task Teams will be expected to draft proposed ToRs before the retreat.
- In terms of the retreat agenda, the following was suggested:
 1. An activity report on (a) the plenary group activities, and (b) the Task Team activities.
 2. A report on the Steering Team's decisions.
 3. A read-through of the work plan.
 4. A presentation of the guidelines for preparing ToRs for Task Teams, and a presentation of proposed ToR for TT's which already have a determined lead.
 5. A presentation of the Educ'Africa web platform, which will serve as the knowledge management platform for the RCG4, as well as exchange on how it can be ameliorated and how other members can contribute, for example via forum discussions.
 6. A discussion and decisions on member contributions to the running of the Secretariat.
 7. AOB.
- Steering Team members were invited to add any items to this provisional agenda, which will be shared with the plenary group.

RCG4 Terms of Reference

- A brief exchange was held on the RCG4 functions as spelled out in the Group's Terms of Reference and participants were requested to provide their comments, if any, in writing, to be discussed at the retreat in December.

Steering Team membership

- At the meeting of the RCG4-WCA on 15 September 2016, it was agreed that one civil society organization would join the Steering Team, with ANCEFA and FAWE to agree between them. As management of both entities expressed to participate in the Steering Team, it was decided that there would be two options to choose from: a) the two organisations would occupy a single seat and combined vote within the Steering to maintain the quorum structure, or b) one would serve as ST member while the other would serve as a substitute. The latter would attend meetings where the former is not able to; also meaning that both organisations would constitute one place in the ST. After consulting with their Representatives, a decision will be made and announced at the Dec 8 retreat.

Conclusion

The WCA-RCG4 Steering Team made the following decisions:

- The reduced list of Task Teams (see annex) was adopted. The list will be shared with member organisations for them to express their written interest in leading or co-leading a TT before the retreat. The lead members will also be expected to draft Terms of Reference that will be presented during the retreat. Task Teams for which no lead member is proposed by the end of the Dec 8th retreat will be removed from the list.
- The Steering Team members adopted the new structure of the work plan and all organisations are invited to provide further comments by email on the revised work plan.
- The provisional agenda of the retreat on 8 December was agreed upon, with the possibility for the Steering Team members or others to propose new agenda items.
- The Secretariat will ensure dissemination of the relevant documents, in advance of the retreat, to the plenary group members.

Annex 1

RCG4-WCA Task team topics *Thématiques pour les équipes de travail du GRC4-AOC*

	Revised list of Task team topics <i>Liste révisée des thématiques équipes de travail</i>	Lead(s)	Co-lead(s)	Members
1	Education systems strengthening <i>Renforcement des systèmes éducatifs</i>	UNESCO		
2	TALENT (Teaching and Learning: Educator's Network for Transformation)	UNESCO		
3	Gender equality and inclusive education <i>Egalité des genres et éducation inclusive</i>	Save the Children		
4	Early Childhood Education <i>Education de la Petite Enfance</i>	UNICEF (TBC)		
5	Education for peace, citizenship and sustainable development <i>Education à la paix, à la citoyenneté et au développement durable</i>	UNICEF (TBC)		
6	Post-basic education and TVET <i>Enseignement post-basique et EFTP</i>			
7	Higher education <i>Enseignement supérieur</i>			