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Date: 24 July 2007

DIRECTOR-GENERAL

PROPOSAL FOR THE DEVELOPMENT OF TEXTUAL AND BRAILLE MATERIALS FOR THE MASS LITERACY CAMPAIGN

AIM

To request the Director-General to approve the appointment of external contractors on a temporary basis to plan curricula, develop materials and attend a writers' workshop in accordance with the proposal for a Mass Literacy Campaign for South Africa.

BACKGROUND

1. The Ministerial Committee on Literacy, established by the Minister in December 2005, submitted its report to the Social Cluster Cabinet of Ministers on 15 November 2006.
2. The Cabinet meeting of 23 November 2006 approved of the committee's report and plan.
3. The Cabinet meeting of 23 November 2006 also requested the Minister of Education to present a campaign implementation strategy to Cabinet in 2007. The Minister has requested that such a presentation be made to Cabinet in July 2007.
4. The MCL plan provides a detailed exposition of the materials development strategy

5. In line with the proposed strategy, textual materials comprising of learners workbooks, assessment workbooks, and the Braille equivalents need to be developed.

DISCUSSION

6. While the implementation strategy provides broad guidelines for the proposed curriculum for learners enrolled on the campaign, the curriculum needs to be further negotiated and refined, and the materials more rigorously conceptualized.
7. It is proposed that this curriculum process will be conducted simultaneously with the writers' briefing at the proposed writers' workshop scheduled for 01 – 03 August 2007
8. Two subsequent workshops will be held on the 23 – 25 August 2007 and 20 – 22 September 2007.
9. In order to effect the above, a team, comprising conceptual personnel and writers in all of the 11 languages will need to be appointed to develop and/or translate the materials in each of the languages. Use will be made of known ABET authors, as well as African language experts to ensure high quality editing and translations.
10. The temporary contractors required will be contracted on the 16th Notch of the level of Chief Education Specialist (i.e. at a rate of R1096 per day).
11. It will be necessary to contract layout designers, artists and photographers who will work according to the specifications and briefs.
12. Existing Braille literacy materials will be utilized from the I CAN READ, I CAN WRITE series available from the Prinshof School for the Blind.

13. The Braille versions of GUIDE for tshiVenda/xiTsonga/isiZulu etc available from the National Council for the Blind and Braille SA and will be used as core foundational materials to be supplemented with Braille versions of selected thematic texts from the Campaign Workbooks for sighted learners.
14. The selected texts will need to be transcribed into Braille for each of the 11 languages.
15. Personnel who could translate the thematic text into Braille are being sought through the SA Council for the Blind.
16. Dr Obert Mgahuve from the SA Council for the Blind (and member of the Ministerial Committee for Literacy) will attend the three-day writers' workshop. He will then assist with the specifications for the Braille translations.
17. **Annexure 1** to this submission comprises a request to Appoint Consultants form, which also provides a brief business plan for the work proposed in this submission. It further includes a list of names of persons recommended for the various writing and editorial/translation tasks necessary for the implementation of the submission.
18. **Annexure 2** to this submission comprises the Request for Conferencing form, has been included for approval by the Deputy Director General, should she concur with the contents of this submission.

FINANCIAL IMPLICATIONS

19. The Mass literacy Campaign budget has estimated that an amount of R5 383 658 would be required for materials development. The table below comprises estimated costs for the work proposed in this submission.

Textual materials development	No	Days	Rate per day/unit	R2,339,560.00
Design and writing consultants incl participation in workshops	15 ¹	60	R1096.00	986,400.00
Accommodation for workshops	24 ²	6	R800.00	115,200.00
Workshop facilities	24	12	R295.00	84,960.00
Air Travel	20	3	R4200.00	252,000.00
Language editors	11	15	R1096.00	180,840.00
General editorial services	1	20	R1096	21,920.00
Translation and cultural customization (Maths, Social Issues and language clusters)	10	20	R1096.00	109,600.00
Maths writers	4	40	R1096.00	175,360
Artists/photographer	4	40	R1096.00	175,360
Technical editors	11	5	R1096.00	60,280.00
Layout (workbooks in 11 languages)	11		R15,000.00	165,000.00
Layout (assessment portfolios in 11 languages)	11		R8,000.00	88,000.00
Quality assurance & field testing				100,000.00
Development of Braille materials³				534,008.00
Design and writing consultants incl participation in workshops	2	70	R1096.00	153,448.00
Quality assurance/proof reading				100,000.00
Braille translators/transcribers	11	10	R1096.00	120,560.00
Overheads ⁴				160,000.00
TOTAL				R2,873,568.00

20. Funds are available for this activity.

¹ This number of writers refers only to “paid” contracted writers. Writers in the employ of the DoE or reviewers will not be paid for their contributions.

² Including preparatory team and two blind writers

³ The budget does not include fee/license cost for use of existing Braille materials in 11 languages or the Maths materials.

⁴ Including hiring of office space, equipment and facilities from the Council for the Blind as well as transport and assistance for Blind writers.

RECOMMENDATIONS

21. It is recommended that the Director General:

21.1 Note this request for the appointment of writers and other materials development personnel.

21.2 Note the contents of Annexure 1 to this submission.

21.3 Approve this request to appoint contractors, book conference facilities as well as travel and accommodation for the consultants to perform the tasks related to this submission.

21.4 Approve the request to source conference reservations (Annexure 2)

Comments:

Ms Gugu Ndebele

Deputy Director General: SOCIAL AND SCHOOL ENRICHMENT

DATE:

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DECISION

22 Recommendations in Paragraph 21 **APPROVE/ NOT APPROVED/ AMENDED**

Comments:

**MR D HINDLE
DIRECTOR-GENERAL**

DATE:

OFFICIALS INVOLVED

**Mr VM Jacobs
(A)D/SSA**

Date:

**Mr M Matthews
CD/SS**

Date

**Mr P Benade
CFO**

Date:

Appendix A: Proposed names for writing teams

Languages	Writing teams	Language Cluster Editors /Translators
isiXhosa	Dr Thabazi Ntchinga (Unisa African Languages)	Mandu Makhanya Prof Zodwa Motsa
Isizulu	Thabiso Moyo (DoE) Sandra Land (UKZN) Mandu Makhanya	
siSwati	Connie Zwane (Molteno) Prof Zodwa Motsa	
Ndebele	Steve Shabangu	
sePedi	Dr Debra Mampuru Elizabeth Mokotong (Unisa ABET)	Dr Debra Mampuru
seSotho	Dr Ntaoleng Sekere	Dr Phladi Sebate
seTswana	Dr Morongwa Ramarumo (DoE) Johanna Mogodiri (Molteno) Constance Dhlamini	
tshiVenda	Dr Pharandwe Mulawudzi (Unisa CARS) Dr Ndivhuho Mutsila	
xiTsonga	Dr Shirley Mukari (Unisa African Languages)	To be sourced
Afrikaans	Herman Kotze (Unesco Consultant)	Unisa editorial
English	Veronica McKay (DoE)	Yvonne Kemp
Maths to be translated into 10 languages	Roy Mathe (Prolit) Mike Mokotong (Unisa ABET) Moses Marota (ESKOM)	All language translators/editors mentioned above
Braille	Dr Obert Maghuve (SACB) Writer from Braille South Africa (possibly Antoinette Botha)	Braille SA

Appendix B: Proposed names for reviewers

General Curriculum reviewers	Materials Reviewers
Representative from Umalusi Representative from SAQA Representative from the Adult Learning Network Ivor Baartjes (UKZN/ABET Review Task Team) Jenny Rabinowitz (ASECA) Dr Adama Oaune (UNESCO UIL) Dr Rosa Maria Torres (Unesco: Head of the Equadorian Literacy Campaign) Dr Ulrike Hanemann (Unesco UIL)	Pat Deane (Operation Upgrade) Nancy Murray (Fundani) Eric Hallendorf (Learning Network) Thomas Lata (DoE) Paula Gaines (Molteno Project) Vernon Jacobs (DoE) John Aitchison (DoE) Gordon Naidoo (OLSET) Leonie DuPreez (PROLIT) Tsela Maloi (DoE)

