

DRAFT CHANGES IN TIMETABLE (SECTION B BELOW)

SAQA VERIFICATION OF KHA RI GUDE MASS LITERACY CAMPAIGN

NEXT PHASE FEBRUARY 2012 –MAY 2012

The successful planning and execution of Site Visits (September 2011 – Jan 2012) makes it possible for SAQA to enhance and develop a more efficient and effective Verification Workshop in April 2012. The site visits and the Verification Workshop, with their attendant planning, analysis and report system are viewed as part of the pioneering of an innovative, appropriate, effective and economic developmental and verification tool for a mass, adult based, literacy programme.

The insights gained from the site visits enable us confidently to streamline the procedures and sampling parameters of the workshop. These insights together with the learnings derived from the workshops also enable SAQA to make informed recommendations to KRG.

A. SITE VISIT FOLLOW UP PROCEDURES

The site visits involved visiting some 300 sites and interviewing some 3500 learners.

The following next steps are envisaged:

- 1 Collecting, storing, sorting site-visit files. The recording of cover data.
Preparing a listing and summary of ID data contained in the site visit records;

2. SAB&T to extract, from the accumulated portfolios at the warehouse, the centres identified on the list/ ID information provided. These to be separately available for SAQA to process;
3. In preparation for the forthcoming Verification Workshop, SAQA will visit the warehouse to:
 - collate sets of matching portfolios and site visit records (These sets to be stored separately by SAB&T to later be made available at the Verification workshop) and:
 - physically estimate/verify the quantum of portfolios and;
 - indicate the process and parameters for the workshop sample from the remaining portfolios
4. Provide KRG/SAQA with spread-sheet categories for later Data Capture;
5. Design and prepare a presentation, as the basis for the site-visit session at the Verification Workshop;
6. Run a site visit authentication and orientation session at the Verification Workshop. This will include the analysing and recording of data obtained from the site visits (see detail below below).

B. Verification Workshop March 29 – 31)

(SAQA and KRG: Moving along the continuum from moderation to quality assurance)

Overview

While this is a verification workshop as before, it stretches the idea of moderation towards a fuller quality assurance. It does this by engaging a full reflection on standards and levels, on the addition of verification and on the idea of capacity for quality assurance.

The programme is intended to move, as always promised, from a mechanistic moderation to give confidence only in the correctness of marking, to confidence in the quality of what is being achieved by KRG. This means going beyond the

essential mechanical and statistical processes to deepening confidence in the insight and commitment to quality of all involved.

An outline of the programme follows:

Thursday 29th March

After dinner Session (say about 19h00)

Welcome by SAQA Official and DBE representative

Friday 30th March

08h30 – 10h00 - Opening session:

The spirit driving the quest for quality assurance of KRG. – Introduction, overview, background and new Verification framework

- SAQA team

10h00 – 11h00

Second session: *The alignment of KRG and NQF ABET Unit standards.*

Insights from the process of consolidating the critical analysis of the curriculum and materials. A Didactic presentation will be given by Melissa King with the aim of refreshing the idea of standards in the system. Coordinators to be issued with ABET Unit Standards and other material.

11h00 – 12h00 – Third Session

Introduction, setting up and Practice for Verification

As in previous workshops - All coordinators will be involved in this activity.

12h00 -13h00 – Beginning of ‘high level’ Verifications

13h00- 14h00 – Lunch

14h00- 17h00 – Continuation of High Level Verification

Supper

Saturday 31st March –

Fourth Session *Site Visits Authentication exercise*

0830 – 10h00 Introduction to next phase of Workshop – overview and Framework
This session will open with a presentation on the process to be introduced.

10h00 - 11h00 A quick report and update of impressions and summary findings from the visits, by Pauline Matlhaela and Patrick Baloyi. Each of the procedures below will be followed by discussion within the group and plenary feedback.

11h00 – 12h00 Individual coordinators will “mark” the site visit records and record these on a simple manual spread sheet. The spread sheet includes ID information, coding of handwriting match, coding of learners’ previous experience, and comparative “blind” marks for each of the selected questions. There should also be a general assessment of “validity” by the coordinator. (***The nature of and responsibility for the capture and analysis of the spreadsheets are still to be finalised***)

Fifth – Plenary session:

12h00- 13h00 Rapporteurs report and lead discussion and critical review of the verification process.

13h00 – 14h00 Lunch

14h00- 17h00 Sixth Session

Continuation of traditional verification and simultaneously a deeper qualitative review of selected sets of portfolios.

The workshop will be divided into two groups. One will continue to quickly verify POE's on the traditional model. The other group will undertake a "deeper" analysis of the type piloted last year

SUNDAY 1st April

Seventh Session

08h30 – 13h00

Continuation of simultaneous verification processes

13h00- 14h00 Lunch

14h00 to 15h30

Continuation of simultaneous verification processes

15h30 – 17h00

Plenary feedback and closing discussion.

18h00 – Supper and Certificate awards

C. REPORTING - THE SAQA BOARD

1. Analysing the data arising from the workshop and reporting to the SAQA Board;
2. SAQA Board presents verification findings and recommendations to KRG/Minister of Basic Education.

D. COSTS AND BUDGET

The budget provided below indicates, other than SAQA administrative related expenditure, the total cost of the programme until the end of the current financial year (31 March 2012). It therefore covers the following elements:

1. Rounding off the site visits in order to provide an analysis useful for the Verification Workshop;
2. The preparation and presentation of the training material at an enhanced level as mandated by the project steering committee;
3. The Costs of preparing for, running and reporting on the results of the total verification process (site visits and workshop) for the SAQA Board.

BUDGET FOR PHASE FEBRUARY 2012 –MAY 2012

ACTIVITY	Basic Cost Component	Total
1. SITE VISIT FOLLOW UP PROCEDURES		
<ul style="list-style-type: none"> • Collecting, storing, sorting site visit files/data/ recording cover data/ preparing lists for SAB&T 	<ul style="list-style-type: none"> • Management 2dys@3859 • Skilled Clerks 2x 4dys@2625 • Courier from sites and storage = 1500 	<p>7 718.00</p> <p>21 000.00</p> <p>1 500.00</p>
<ul style="list-style-type: none"> • Visit to Warehouse, prepare potfolio packages; instruct SAB&T re sample and verify site packages; verify quantum of portfolios 	<ul style="list-style-type: none"> • SAQA Seniors composite total 3 dys@ 3859 • 1 clerk x 2dys@ 2625 	<p>11 577.00</p> <p>5 250.00</p>
<ul style="list-style-type: none"> • Prepare site visit presentation for Workshop 	<ul style="list-style-type: none"> • 3x SAQA Seniors @3859 	11 577.00
<ul style="list-style-type: none"> • Travel to and from various storage points for 4 people 	<ul style="list-style-type: none"> • Est 500 kms @4.40 	2 200.00

2.VERIFICATION WORKSHOP		
<ul style="list-style-type: none"> • Planning Preparation for Workshop 	<ul style="list-style-type: none"> • 3x SAQA Seniors x 3 dys @ 3859 	34 731.00
<ul style="list-style-type: none"> • Preparation of Higher quality workshop materials (content and look) • Desk top publishing 	<ul style="list-style-type: none"> • 5x SAQA Senior days@ 3859 • Est R10 000 	19 295.00 10 000.00
<ul style="list-style-type: none"> • Workshop Leadership • Specialist presenters 	<ul style="list-style-type: none"> • 3xSAQA Seniors x 3days @ 3859 • 3 @ 3859 	34 731.00 11 577.00
<ul style="list-style-type: none"> • Analysis, Review, prepare report for SAQA Boards 	<ul style="list-style-type: none"> • 3xSAQA Seniors x 4 days @ 3859 	46 308.00
<ul style="list-style-type: none"> • Travel 	<ul style="list-style-type: none"> • Est 350 kms @ 4.40 	1 540.00
TOTAL		R219 004.00