

Minutes of meeting held on November 4th, 1978 at 2 p.m.

13 members present. One apology.

1. Agreed to start meetings promptly in future.
2. AGREED that in future full minutes will be tabled at the meetings. Only brief summaries of decisions, tasks allocated etc will be posted to members. Communication with units will be made through our members in the Units and where necessary through written reports.

3. Chairperson's report

- i. Memo of progress has been sent to all Education Committees. Letters of thanks have been sent to those who helped our delegates at the Morogoro meeting.
Memo sent to Sindiso M.:
 - a) on the possibility of approaching Seven Seas re publishing books which are out of print and other material. It has since been found that this is unlikely. Suggested that they nevertheless be approached and asked for help if they aren't able to publish this material themselves.
 - b) Informing him of action taken re need for tractors, building equipment and skilled construction personell. Lusaka to send written requests to London logistics committee.
 - c) requesting information re screening applicants for the school.
 - d) minutes of Morogoro meeting not yet received, nor any other correspondence from Africa.
- ii. Recruitment for school: Two people have approached chairperson. Agreed we can make no decisions until we're instructed from Lusaka.
- iii. Leaflet for appeal: Harold, Liz and Mohammed to finalise.
- iv. Membership of our Committee: AGREED we should discuss the areas in which we needed to strengthen our work and approach members we thought might be suitable eg maths, education administration.
- v. Monitoring educational events in S. A. Laura, Jai and Alf to use their work on news briefing in order to give us a quarterly report. First to be given in January.
- vi. Our relationship with the Branch Committee: AGREED to press for suitable representation on and communication with the whole structure of the organisation, rather than just our own representation on the Branch Comm.

4. Curricula

- i. Copies of all memos, reports etc should be sent to chairperson
 - ii. History. We were given a verbal report on the history panel's progress. A letter has been sent to the Research Committee asking them to send us their material. An explanatory preamble to the syllabus will be prepared. Each block of material will be prepared at different levels. Teachers can then decide how to use. We discussed flexibility and the possible need for a stated progression in teaching the material. The questions raised will be referred back to the history panel. Actual teaching methods and strategies, kits, papers, text books etc will be discussed at a later stage. Our chairman has been approached by others interested in history and we AGREED to his suggestion that we hold a seminar. AGREED to ask the youth committee to be involved and that the history panel will decide what material to send out and how to structure the seminar. First contact to be made through units. Proposed date, December 9th. Venue to be decided.
 - iii. Maths. Verbal report on panel's progress. Main help had come from people outside the panel. Need to strengthen the math committee. We discussed the "Objective" and outline syllabus. AGREED that Vic should alter and expand the Objectives in line with our discussion.
 - iv. Literacy and language papers outlined and discussed. Accepted.
 - v. Future work) Journalism and publicity, catering, social education.
5. Calendar of events: 17 Nov. Packing books. 2 Grand Ave.
25 Nov. Meeting with Rick and Spencer. 2 Grand Ave.
1 December Ordinary meeting at the office.
9 December Proposed seminar on history.