

830?? 0. owe me

MINUTES JOINED BT Z YEP MEETING - 8TH NOVEMBER 1993

AQEHDA

End of the year reception

Catering for reception

Contact with social Welfare

YEP briefing sheet

Salary slips

Budget for 1994

Report from Jackie Stevenson

Financial Statement

Report about extra space for YEP

YEP workshop in December

General

Date of next meeting

END OF THE YEAR RECEPTION

Report back from Busi, 36 guests confirmed, 9 are not coming

90 guests still to confirm, BT to check on ANC offices

CATERING FOR RECEPTION

all drinks are donations, only food will be left to buy

donations should be mentioned in reception

CONTACT WITH SOCIAL WELFARE

many children referred to YEP should be covered by social

Welfare/Bereaved Family Committee

Meeting with Cde.Jackie to be arranged for Friday 12th or

Monday 15th November

YEP BRIEFING SHEET

YEP to have a briefing sheet as BT has got it - as an

introduction

SALARY SLIPS

pay-as-you-earn doesn't work out to date, Aubrey to be contacted

FNB to be contacted for Salary slips via existing bank programmes, for 1994

Accountant Lotti Damhuisse to be considered for 1994, since

Chris doesn't return to Jo'burg - she might then also be

responsible for Salary slips

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BUDGET FOR 1994

up to date no firmly written reply's from Donors on how much
can they send us for 1994, 3 major donors are government
donors who depend on Parliament's decisions

REPORT FROM JACKIE STEVENSON

strong need for Aftercare at Yeoville School, problems are
fees, a subsidised Aftercare was suggested (positive for
children's progress and enrichment programme)
a proposal to UNICEF should be drafted

FINANCIAL STATEMENT

refer to Financial statement copy

REPORT ABOUT EXTRA SPACE FOR YEP

the printing room should move downstairs, to be discussed
with school

some rooms or two houses on premises of Saint Aidan's Church
might be offered for 1994

danish volunteers as well as speech therapy must be
considered

last resort should be partition of Barbara's room

YEP WORKSHOP IN DECEMBER

committee of all therapist's in the area had been set up,
they will run a Youth Enrichment Programme 1st week of
December for Highschools, 2 days

cold drinks are donated by Coca Cola, money for small lunch
will be needed (about 50 people 1 staff)

GENERAL

brief information about remedial, given by Noleen/Thembi,
refer copy of sketch

Maskew-Miller-Longman approached M.Tikly for a presentation
they should be invited to the end of year reception
suggestions for end-of-year STAFF SOCIAL on Friday 17th of
December evening (Thembi's place?)

food will be provided by BT, drinks by staffmembers

last day of work for BT/YEP on 17th December, we'll resume
work on the 3rd January 1994

DATE OF NEXT MEETING MONDAY 29TH NOVEMBER, 10 AH, YEP

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 EXPENDITURE I INCOME
 Salaries R201 320.06
 Rental R 9 000.00
 Office Equipment R 27 932.32
 Stationery R 3 463.87
 Telephone R 3 853.87
 Travel Allowance R 2 517.36
 Sundries R 7 324.48
 Bank Charges R 400.43
 Government Levy R 16.65
 Ex-Batlagae Trust Call R197 791.95
 Ex-Nedcor (Director's Salary) R 61 694.08
 Interest Received R 15.63
 Clients R 1 850.00
 Total
 Balance 31/10/93
 IIIIEIDCZCDIK ZKCZCZCDIJIU?
 Opening Balance R110 000.00
 Interest Received 2 341.20
 Director's Salary R 61 694.08
 Office Equipment R 3 790.00
 Stamp Duty R .30
 R 65 484.38 lR11Z 341.20
 Cash at Bank R 46 856.82
 IJCDUDIEES
 Bal. Project A/C 31/10/93 R 5 522.62
 Bal. Nedcor A/c 31/10/93 R 46 856.82
 Total Cash on Hand R 52 379.44
 gg:- Salaries amounts include Income Tax, Medical Aid, U.I.F.,
 Provident Fund payments.
 Prepared By :-
 Victor Fakudze M
 Busi Mbatha iizLda:
 a : 8flnstat

2 LITERACY DEVELOPMENT

DIAGNOSIS

Screening

for non-teaching

factors

Refer

for

treatment

Determining

strengths and

weaknesses of subject

components

Determining

performance

levels

Treatment of

weaknesses within

subject components

Activities

at performance

level

FOLLOW-UP

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59.1.1: The remedial model.