

## ANNEXES

### Annexe 1

### EVALUATION TIMETABLE

Thursday October 1 <sup>st</sup>	Arrival in Bujumbura, Burundi Briefing from EMI Executive Secretary and Project Manager
Friday October 2 <sup>nd</sup>	Travel to Uvira, Congo Workshop with EMI project team 10.00 – 5.00 Introductions/expectations, project timelines; project components – what worked well, what didn't and improvements; situation at project outset
Saturday October 3 <sup>rd</sup>	Workshop with EMI project team 8.30 – 1.00 SWOT analysis using "bus-stop" exercise; picture summaries; consensus workshop on impact and discussion; pm Interview with EMI President of Board Mr Mashishi Interview with School Director from Minembwe 2007 cohort
Sunday October 4 <sup>th</sup>	8.00am departure for the Moyen Plateau, arrival 11.30am Church Service, visit nearby dam; preparations for workshop next day
Monday October 5 <sup>th</sup>	Workshop with teachers and School Directors 10.00 – 13.00 Meeting with Parents Committees and parents 13.30 - 15.30
Tuesday October 6 <sup>th</sup>	1 ½ hour walk to EP Katembo for school visit 10.00 to 15.00; Lesson observations, conversations with children and School Director Feedback to teachers and conversations with Parents Committee
Wednesday October 7 <sup>th</sup>	40 minute walk to viisit to EP Mugaja 8.30 – 10.30 Drove to EP Tubongya for 1 ½ hour visit (cut short by unexpected sad news) Transfer to Marungu, High Plateau
Thursday October 8 <sup>th</sup>	Workshop with teachers and School Directors in Marungu 9.30-13.30 2 Meetings with members of Parents Committees
Friday October 9 <sup>th</sup>	30 minute walk to EP Marungu 9.00 – 13.00 Lesson observation, discussion with stand-in Director Walk to Kitembe School and discussion with Parents Committee Overnight in Kitembe village

Saturday October 10 <sup>th</sup>	2 hour walk to Bibangwa School for visit 9 – 12 4 hour return walk to Marungu with stops to meet Bijojo villagers transporting school construction materials
Sunday October 11 <sup>th</sup>	Discussion with CIC Project Manager Church service and observation of community awareness raising session Two meetings with groups of women
Monday October 12 <sup>th</sup>	Visit to Kahololo School 8.45 – 10.45; observation of lessons, discussion with untrained teacher and Director, conversations with children Drive to EP Giti and conversations with children, interview with untrained teacher and conversation with 2 untrained and 2 trained teachers Return to Uvira
Tuesday October 13 <sup>th</sup>	Completion of final feedback session with evaluation team Provision of overview of trip to remaining project team Interview with EMI Executive Secretary Individual interviews with 2 of project team members Review of Teaching Aids
Wednesday October 14 <sup>th</sup>	Individual interviews with 4 project team members Meeting with OCHA Review of training Modules
Thursday October 15 <sup>th</sup>	Interviews with CEPAC Education Advisor, Sub-Regional Director for Education, Uvira Administrator and Save the Children Education Field Officer Individual interview with project team member
Friday October 16 <sup>th</sup>	Discussion with CIC Programme Manager Meeting with ICRC assistant representative Analysis and preparation of feedback session Transfer to Bujumbura
Saturday October 17 <sup>th</sup>	Presentation of draft findings to EMI Executive Secretary, CIC Programme Manager and Project Team
Sunday October 18 <sup>th</sup>	Final conversations Departure to UK

## **Annexe 2**

## **WORKSHOP EXERCISES WITH PROJECT TEAM IN UVIRA**

### **DAY 1 – Friday October 2<sup>nd</sup> from 10.00 – 5.00**

Introductions/expectations: purpose of evaluation, hopes and fears, workshop, individuals

Project timelines: division into two groups to draw time-line with perceived “highs” and “lows” of project

LUNCH

Project components – division into groups, each allocated 1-2 key components for summarising what worked well, what didn't and improvements suggested; followed by plenary session

Situation at project outset: detailed description by project team

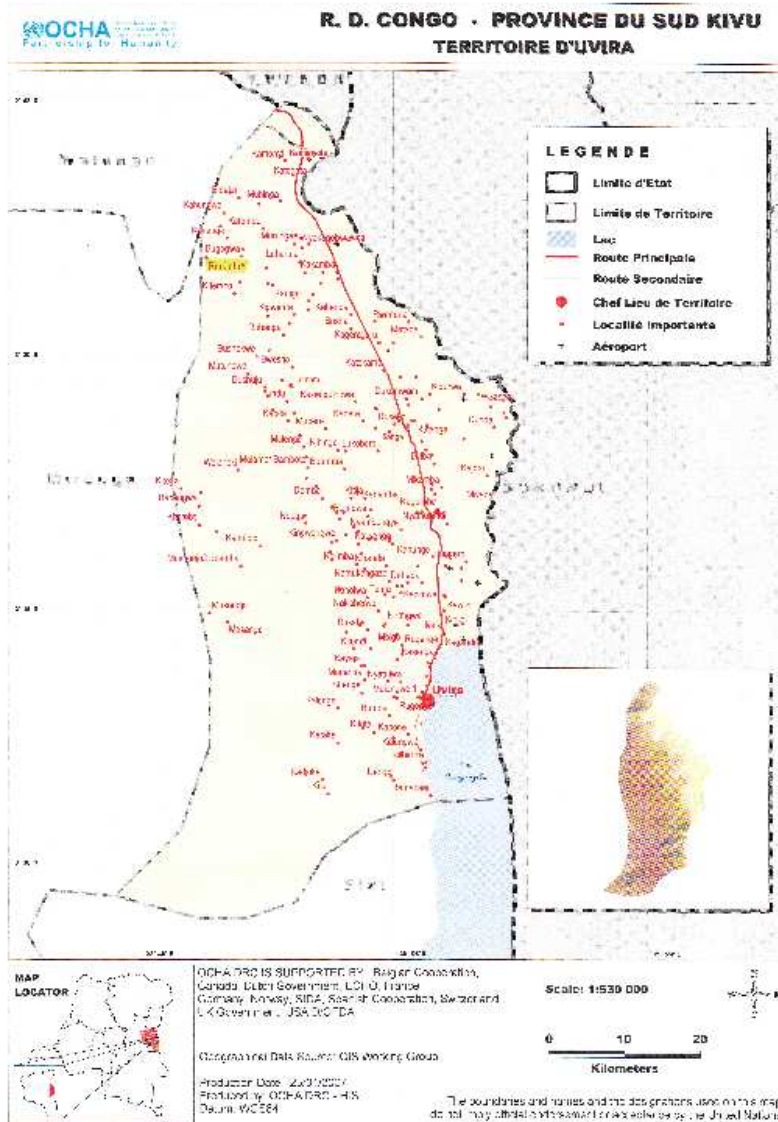
### **DAY 2 – Saturday October 3<sup>rd</sup> from 8.30 – 1.00**

SWOT analysis using “bus-stop” exercise;

Picture summaries; each team member drew picture representing the project as a plant or an animal in the project context environment

Consensus workshop to identify key areas of impact of project – followed by discussion;

**Annexe 3 MAP OF UVIRA AND FIZZI REGIONS**



## **Annexe 4      METHODOLOGY**

### **Workshop 1 : Mid Plateau on October 5<sup>th</sup>, 2009**

Held in Church at Niyabigega

Attended by 5 Head Teachers and 14 teachers from EP Mugaja, EP Butombwe, EP Katembe, EP Tubongya and EP Kakuba trained in 2009 and 1 Head teachers and 7 teachers from EP Giti, EP Katogo and EP Muhanga trained in 2008

- 10.00 Welcome and introductions – covering purpose of evaluation, importance of giving real opinions – no right and wrong answers – so we can all learn
- 10.30 Groupwork with different tasks for teachers of 2008 who had had all project components the previous year and those of 2009 who had just had the training but not the follow-up visits or community sensitisation. Groups took c.40 minutes for the task and writing flipcharts.  
2009 Groups covered: The training: what they liked, didn't like, would suggest changing; Changes they had already started to make on return from training; Changes they were hoping to put in place; Changes they are hoping to see beyond school (parents/children); Directors: changes in school administration and management they have/plan to introduce.  
2008 Groups covered three topics: the school – teaching and environment; Parents committees and parents in general; Children at school and at home. For their allocated topic, they were asked to describe the situation before the project and then what had changed (describing how, why and how much); what had not changed and what they would still like to see change.
- 11.20 Plenary feedback c. 5 minutes per group, starting with the 2009 groups, followed by 2008 groups; each was followed by brief discussion/clarification.  
Gave prize for best flipchart.
- 12.40 Each teachers gave marks for before/after situations on a series of pre-determined statements eg *We use didactic materials all the time*, using coloured stars and a 1-100%; this was done in two stages – before and after.

## **CLOSURE**

Team feedback session was held later that evening and adjustments suggested for Marungu workshop.

## **Workshop 2 at Marungu October 9<sup>th</sup>, 2009**

Attended by 12 teachers and 3 Head Teachers from 4 schools: EP Marungu, EP Kahololo, EP Bibangwa and EP Mibande at Bijojo.

9.30 Welcome and Introductions to purpose of evaluation and importance of frank and honest responses

Brief warm up with plenary listing of other projects in the area; agriculture and water (several), health and a couple in education – school construction by Tearfund and Group Milima. Group Milima gave some training but not for last couple of years.

10.30 Descriptions of the Situation in 2007 – before the project began - covering the school (teaching and environment), parents and parents committees, the children at school and at home. Worked in school groups.

After c. 40 minutes, plenary presentation back; all gave similar pictures but with different illustrations and aspects.

11.30 Groupwork on changes: bus-stop methodology where the four school groups rotated around flipcharts of 4 topics: What has not changed?; What has changed regarding the school (teaching and environment)?; What has changed regarding parents and children? and Are there any changes that are still wanted? With each move, the group checked the previous comments and gave ticks or crosses according to whether they agreed or not and then added anything they thought missing. The different schools used different colour markers to track their progress. The finished sheets were then looked at for clarity while the teachers continued with

12.10 Brainstormed list of different project activities followed by 15 minutes discussion in mixed school groups of what they liked/found most useful and what they found less useful and any changes they wanted to suggest. This was not flipcharted but fed back to plenary and notes taken.

12.40 Plenary discussion of points arising from both the 11.30 and 12.10 sessions – often questions in similar areas arose; included community sensitisation, COPA, conflicts between children etc

13.10 Teachers gave marks for before/after situations on a series of pre-determined dimensions eg The parents committee understands its responsibilities and plays its role. Then they had 4 votes for selecting the changes they thought had been most important (on flipcharts from 11.30)

13.30 Lunch and closing session.

**Annexe 5      WORKSHOP EXERCISE WITH PARENTS GROUPS**

Parents from Mid Plateau Schools at Niyabigega

Introductions:            Purpose of meeting and purpose of evaluation

Group exercises:        Explanation and division into village groups to discuss and feedback on:  
Any changes noticed in school following training of teachers  
What effects this has had if any?  
What other changes do they hope for?  
What role can they/Parents Committees play?

Plenary feedback and discussion

**Annexe 6 Outline of school sample visited**

	Date Visited	STRUCTURE			STATUS			MANAGEMENT	ISOLATION		
		Hard	Earth bricks	Wattle & Daub	Private	Approved	Mechanised		VERY	A BIT	NOT
MOYEN PLATEAU											
EP Katembo	6.10.09		X			X	X	CEPAC	X		
EP Mugaja	7.10.09	X				X	X	CEPAC		X	
EP Tubongya	7.10.09			X		X		Catholique		X	
HAUT PLATEAU											
EP Marungu	9.10.09			X	X			VIVANT			X
EP Bibangwa	10.10.09			X		X	X	Catholique	X		
EP Kahololo	12.10.09			X		X		CEPAC			X

CEPAC: Communauté des Eglises de Pentecôte en Afrique Centrale

EP : Ecole Primaire : primary school

Approved : Government recognised

Mechanisee: Government pays set nos of teacher salaries

**Annexe 7****SUMMARY PROFILES OF SCHOOLS BEFORE & AFTER TRAINING**

Mid Plateau	Katembo Primary School			Mugaja Primary School			Tubongya Primary School		
	Before	After tt*	After o*	Before	After tt*	After o*	Before	After tt*	After o*
Class documents	1	4	3	2	4	3	1	1	1
Teaching style	1	4	3	2	5	3	1	2	1
Education level of pupils	1	3	3	2	3	3	1	2	1
Teaching Aids	1	4	3	1	5	4	1	2	2
Positive Discipline	1	5	4	1	5	3	1	3	3
Teacher pupil interaction	2	4	4	1	4	3	1	3	3
Management	2	4	4	2	4	4	2	3	3
Cleanliness / hygiene	2	4	4	1	4	4	1	2	2
Class supplies & equipment	1	4	4	2	4	4	1	1	1
Relations with COPA	2	3	3	1	3	3	3	5	5
Classroom infrastructure	4	4	4	2	4	4	1	1	1
<b>TOTAL</b>	<b>18</b>	<b>43</b>	<b>39</b>	<b>17</b>	<b>45</b>	<b>38</b>	<b>14</b>	<b>25</b>	<b>23</b>
<b>AVERAGE</b>	<b>1.6</b>	<b>3.9</b>	<b>3.5</b>	<b>1.5</b>	<b>4.1</b>	<b>3.5</b>	<b>1.3</b>	<b>2.3</b>	<b>2.1</b>
High Plateau	Marungu Primary School			Bibangwa Primary School			Kahololo Primary School		
	Before	After tt*	After o*	Before	After tt*	After o*	Before	After tt*	After (o)*
Class documents	2	3	3	3	5	4	4	4	3
Teaching style	2	5	3	2	5	4	3	5	4
Education level of pupils	2	4	3	2	4	3	3	4	4
Teaching Aids	1	3	3	1	4	4	1	4	4
Positive Discipline	1	5	4	1	2	2	1	5	4
Teacher pupil interaction	1	5	3	1	2	2	3	4	4
Management	1	4	4	1	3	3	2	4	4
Cleanliness / hygiene	2	3	3	1	2	2	2	4	4
Class supplies & equipment	2	3	3	1	3	3	2	3	3
Relations with COPA	1	4	4	1	3	3	3	4	4
Classroom infrastructure	2	3	3	1	3	3	1	3	3
<b>TOTAL</b>	<b>17</b>	<b>42</b>	<b>36</b>	<b>15</b>	<b>36</b>	<b>33</b>	<b>25</b>	<b>44</b>	<b>41</b>
<b>AVERAGE</b>	<b>1.5</b>	<b>3.8</b>	<b>3.3</b>	<b>1.4</b>	<b>3.3</b>	<b>3</b>	<b>2.3</b>	<b>4.0</b>	<b>3.7</b>

tt: score for trained teachers

o: overall score for all teachers

## **Annexe 8      PROJECT DOCUMENTS PROVIDED & CONSULTED**

Education for Children in Conflict, Democratic Republic of Congo, Full Proposal, September 06

School Baseline Visit Reports Year 1 and Year 2

Teacher Training Course Reports 2007 and 2008      -      both full and summative reports;  
in English and French

Follow-up Reports (after training) 2007

Summary Annual Activity Reports 2007-8 and 2008-9 in French

Summary of Programme Visits undertaken by CIC to EMI

Trip Reports

Sarah Rowse, Feb. 2007, Sept 2007, Jan. 2008, Aug. 2008

Joanna Clarke Feb. 2009

Annual Reports Year 1 and Year 2

Mid-Term Review Report

School Monitoring Forms for schools visited: for School Directors and teachers, at baseline, for each of follow-up visits

Awareness Raising Activities: Situation analysis of problems, Detailed report and summary of sessions held

Analysis of baseline data school enrolment totals

Internal and External Training of EMI delivered during Teacher Training Programme (2007-9)

EMI Statutes

## **Annexe 9**      **LISTS OF PEOPLE PARTICIPATING IN FIELD VISITS**

<b>Evaluation Workshops and key meetings</b>		
<b>1) Workshop with Directors and Teachers (Mid and High Plateau, 2008 &amp; 2009 cohorts)</b>		
<b>Date: Tuesday 06 October 2009</b>		
<b>Location: Mid Plateau</b>		
<b>Name</b>	<b>Position</b>	<b>School/ Location</b>
1. Nangbire Aline	Teacher (F)	EP Giti (2008 cohort)
2. Muhoza Martin	Teacher	
3. Muhima Nithimise	Teacher	
4. Rwakabura Rwelangobo	Teacher	EP Katembo (2009 cohort)
5. Maroke Njabuka	Teacher	
6. Kategere Musindiro	Teacher	
7. Nandeya Runegeka	Director	
8. Martin Kaberuka	Teacher	EP Tubongya (2009 cohort)
9. Danis Mviono	Teacher	
10. Kashamura Lubabire	Teacher	
11. Adieu Kishosi Kyandala	Director	EP Butumba (2009 cohort)
12. Nutula Makyamura	Teacher	
13. Mudita Meshake	Teacher	
14. Kasigwa Sis Wamuzuka	Teacher	
15. Mwimule Majagura	Director	EP Kakuba (2009 cohort)
16. Paya Kubira	Teacher	
17. Mbata Malukanga	Director	
18. Cmeau Nakishuka	Teacher	EP Mugaja (2009 cohort)
19. Radiyo Nteziryayo	Teacher	
20. Kasose Rushumukana	Teacher	
21. Mezali Somora Prover	Teacher	
22. Lubungo Kahes	Director	EP Katobo (2008 cohort)
23. Namusomwa Namihaba	Teacher	
24. Shshi Majungezi	Teacher	
25. Hajebo Mashaholi	Teacher	EP Muhanga (2009 cohort)
26. Shabutwa Sibomana	Director	
<b>2) Meetings with Parents and COPA representatives</b>		
<b>Date: Tuesday 06 October 2009</b>		
<b>Location: Mid Plateau</b>		
In excess of 75 participants (40M; 35F)2008 Cohort: EP Giti (29); EP Katobo (4)2009 Cohort: EP Tubongya (10); EP Katembo (5); EP Mugaga (17); EP Kakuba (5); EP Butumba (5)		
<b>3) Meetings with Parents Committee Representatives</b>		
<b>Date: Thursday 08 October 2009</b>		
<b>Location: High Plateau</b>		
<b>Name</b>	<b>Function</b>	<b>School/ Location</b>
1. Mukiza	Representative	Bibangwa
2. Masengo	Representative	Bibangwa
3. Aroni	Representative	Bibangwa
4. Johnas	Vice Preseident	Bijojo
5. Venas	President	Bijojo
6. Gahunde	Rep of the Pygmy community	Bijojo
7. Ruturwa Mark	Representative	Kaloholo

8. Budito Zacharie	Representative	Kaloholo
9. Sebanwa Yeredi	Representative	Kaloholo
10. Seruziza Joel	Representative	Kaloholo
11. Mugendererwa Ezekiel	Representative	Marungu
12. Mudagiri Meshake	Representative	Marungu
<b>4) Workshop with Directors and Teachers</b>		
<b>Date: Thursday 08 October</b>		
<b>Location: High Plateau</b>		
<b>Name</b>	<b>Position</b>	<b>School/ Location</b>
1. Nkundimana	Teacher	EP Bibangwa (2008 cohort)
2. Semuhima	Director	
3. Muhima Irakiza Alex	Teacher	
4. Nabaruta Aline	Teacher (F)	
5. Ruhimba Gatware	Teacher	EP Kahololo (2008 cohort)
6. Ndatinya Bukuru	Teacher	
7. Rugindera Thomas	Teacher	
8. Kineri Jaqueline	Teacher (F)	
9. Miskiza Antoine	Teacher	EP Emmanuel-Marungu (2008 cohort)
10. Nyagakobga Celine	Teacher (F)	
11. Rwumbuguza Mathias	Teacher	
12. Ndagiro Sebatubi	Director	
13. Sebatware Ndahinda	Teacher	EP Mibande-Bijojo (2008 cohort)
14. Gato Tite	Teacher	
15. Nakirindo Florence	Teacher (F)	
<b>5) Meetings with Women</b>		
<b>Date: Sunday 11 October 2009</b>		
<b>Location: Marungu Church (High Plateau)</b>		
Group 1 (facilitated by Sarah Rowse and Rugyabiza)		
27 women from the following villages: Marungu (6), Kitembe (2), Kaloholo (11) and Kahundwe (8)		
Group 2 (facilitated by Eleanor Cozens and Eraste Rwatangabo)		
17 women from the following villages: Murambe, Marungu, Kahundwe, Matawa, Kitembe and Nyakamungu		