



**MASIPHUMELELE STRATEGIC
PLANNING WEEKEND— 15-16
MARCH 2014**

**MASIPHUMELELE 2014 SPW
Report**

CONTENTS PAGE

- Summary and Purpose of Strategic Planning Weekend
- Branch Committee 2014
- Day one
 - Introductions and Expectations
 - Rules and Regulations
 - A trip down memory lane
 - Who are we and why are we here?
- Day two
 - Getting down to business
 - Taking action
 - Tutoring
 - Volunteer Coordination
 - Mentoring and Alumni
 - Career Guidance
 - Media, Image and Expression
 - Learner Representatives
- Wrapping up!

Summary and Purpose of Strategic Planning Weekend

The Masi branch of iKamva Youth hosted its annual Strategic Planning Weekend (SPW) from the 15th to the 16th March 2014. The purpose of this weekend was to look back on the year that has past, all the challenges the branch has faced, celebrate the victories and champion a way forward for the year 2014. The weekend began with learners, in collaboration with staff members and tutors, looking at current state of the branch, the journey it has taken over the past year and how best change and transformation can be brought about at Masi. One of the highlights of the weekend was the election of a new Branch Committee (Branch Comm).

BRANCH COMM 2014

- Branch Coordinator- Sinazo Nomsenge
- Branch Assistant- Zukiswa Gavu-Booi
- Tutoring- Sixolisiwe Sibebosi, Kgotso Diniso
- Mentoring and Alumni- Lindokuhle Ntombana, Kgotso Diniso
- Volunteer Coordinator- Sanele Bani, Lindokuhle Ntombana
- Computer & Khan Academy- Bonke Sibunzana, Zimasa
Katamzi
- Health & Life Skills- Sandiswa Bani, Sanele Bani

- Career Guidance- Lindokuhle Ntombana, Nqabisa Zanazo
 - Media, Image & Expression- Kgotso Diniso, Bonke Sibunzana
- Learner Representative- Phumelisa Mabula (9), Zimasa Katamzi (9), Sibonokuhle Ngantweni (10), Lelethu Mphofu(10), Ayabulela Pali(11), Aphiwe Jini(12), Akhona Xozwa(12), Bonke Sibunzana(12)



DAY 1

“INTRODUCTIONS AND EXPECTATIONS”

Facilitated by Shuvai Finos (Nyanga Branch Coordinator), the day began with a brief ice-breaker and an introduction of all the attendees. Everyone was asked to share with the group how they were feeling and what expectations they had of the weekend. Many of the attendees indicated their expectation was to see the Masi Branch improve in quality, grow in quantity and bring change to the community of Masiphumelele. The expectations were then pinned to the wall in order to assess the weekend and see if people’s expectations had been met during the weekend.



RULES AND REGULATIONS

The next activity of the day was to establish the rules and regulations that would govern and guide the proceedings for the weekend. These rules were agreed upon by all the attendees and were set with the intention of ensuring that the weekend was both productive and enjoyable for all. Some of these rules included a prohibition of cellphone use, punctuality, mutual respect and having fun.



“TRIP DOWN MEMORY LANE”

The next activity of the day was the trip down memory lane which was fun for the older members in the group and eye opening for the newer members. This activity required that people locate themselves in the Masi timeline based on when they joined the branch after which the individuals were asked to commemorate on the most significant activities and events of the branch over the past 12 months. The purpose of this exercise was to track the progress of the branch over the past year and look back on all that has happened. After placing all the months and their respective events and activities in chronological order on the walls of the hall Sandiswa Bani escorted us all from January 2013 to date.

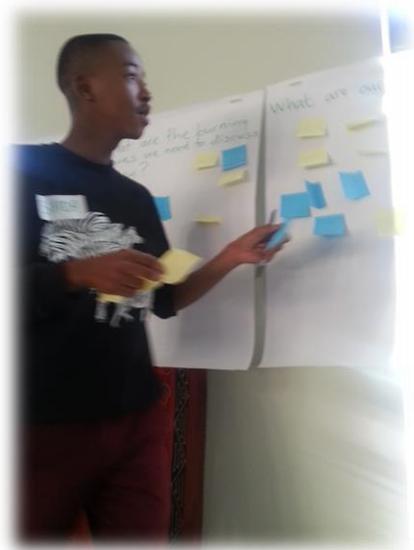


WHO ARE WE AND WHY ARE WE HERE?

After an interesting and enlightening trip down memory lane, Shuvai led the group back to our current state of being as a branch. The following questions were given to the group to answer individually:

- Why do we exist?
- What are our goals?
- What are the successes that we need to build on?
- What are our challenges?
- What are the burning issues?

After being given an opportunity to answer the questions individually, 5 participants volunteered to read out all the responses many of which were similar and even identical.



In light of the purpose of the weekend, the bulk of this part of the day was centered on the various challenges and burning issues of the branch. The table below details the main challenges and burning issues that need to be addressed at the branch and the solutions suggested by the group for each:

AREA	CHALLENGE	SOLUTION
Tutors	<ul style="list-style-type: none"> ➤ Not enough tutors ➤ No tutors for certain subjects ➤ Tutors not staying for long 	<ul style="list-style-type: none"> ➤ Tutors to be more engaged with branch activities ➤ Conduct tutor induction, training and workshops ➤ Tutor incentives (many of our tutors are local and do not require transport reimbursement) ➤ Tutor Recruitment to be conducted by learners at their respective schools and by current tutors within their places of work or study
Late Coming	<ul style="list-style-type: none"> ➤ Learners not arriving on time for tutoring and thus not 	<ul style="list-style-type: none"> ➤ One on ones for frequent late comers

	<p>receiving the allotted 7 hours of tutoring per week</p>	<ul style="list-style-type: none"> ➤ Spreadsheet for frequent and understandable reasons for late coming such as sweeping in class and schooling far from branch and relying on public transport(trains) to be created and learners to commit to a grace period for late coming ➤ Call parents when learners arrive late ➤ Have monthly prize for learner of the month to encourage good behavior and commitment
<p>Teenage Pregnancy</p>	<ul style="list-style-type: none"> ➤ Learners falling pregnant and not being able to continue with schooling 	<ul style="list-style-type: none"> ➤ Ladies club and girls group ➤ Workshops conducted by professionals and talks conducted by peers and teenage mothers

Noise	<ul style="list-style-type: none"> ➤ Noise level in tutoring venue is not conducive to productivity 	<ul style="list-style-type: none"> ➤ Learners to be organized and seated according to subjects and friends to be separated. ➤ Problematic learners to be given two warnings after which attendance is reduced by 0.5
Learner attitudes	<ul style="list-style-type: none"> ➤ Learners with bad attitudes impact staff and tutor retention 	<ul style="list-style-type: none"> ➤ One-on-ones with problematic learners ➤ Call parents and home visits for problematic learners.
Parent Involvement	<ul style="list-style-type: none"> ➤ Parents not involved in learners' education. Some parents not aware of IY and therefore not supportive 	<ul style="list-style-type: none"> ➤ Have termly parents meetings ➤ Have parents Open Day at the beginning of each year ➤ Have a small prize for grade that ensures that as many parents attend parents meetings

- Get parents representative on Branch Comm to encourage other parents.



CHALLENGES



SOLUTIONS

DAY 2

“GETTING DOWN TO BUSINESS”

After a very productive day of ideas and brainstorming, day 2 began with a check in where Shuvai and Siphellele Madabula (Nyanga Branch Assistant) sought to find out how everyone was doing and what they were hoping to experience and achieve for the last day of SPW. Many of the attendees indicated that they had a lot of fun on Day 1 and were hoping to have more fun whilst planning the journey forward for the branch.

The next step taken by Shuvai was to explain what a Branch Comm is, who sits on the committee,, what are the various portfolios on Branch Comm, how often they meet and what role the Branch Comm is supposed to play in branch activities. Each portfolio was explained in detail in order to ensure the accuracy of the voting process.



“TAKING ACTION”

TUTORING

- Tutor Timetable to be compiled and hung up in the office in order to detail which tutors will be coming on which days and what subjects and grades they will be tutoring
- Tutors to be called on the days that they will be tutoring to confirm that they will be coming
- Organise learners according to subjects and not grade, schools or social groups
- Organise higher achieving learners with learners who are struggling to encourage “peer-to-peer support”
- Tutor induction and workshops to be conducted once every Semester
- Learner and tutor recruitment to be conducted by BC, BA, learners and tutors once every semester
- Learner reps to liaise with school teachers on what learners are currently doing at school in order to assist tutors with structuring sessions and to ensure that no learners come to tutoring with nothing to do
- Have a learner of the month and grade of the month award at the end of every month

VOLUNTEER COORDINATION

- Head of portfolio to collaborate with Alumni portfolio to conduct volunteer recruitment on university campuses
- Tutors to meet once a month
- Masi Alumni Facebook and Whatsapp group to be launched and used to encourage alumni to volunteer

MENTORING AND ALUMNI

- Mentor recruitment to begin in 2nd term
- Mentor recruitment from alumni and parents to begin on the 7th April 2014

CAREER GUIDANCE

- Grade 12 learners to conduct subject selection workshop on 22 April 2014
- Grade 11 & 12 to attend as many university Open Days in 2nd term

MEDIA, IMAGE & EXPRESSION

- Host debating workshop in 2nd term
- Host Sports day in 3rd term. Zimasa and Phumelisa to inquire on venue from school
- Have MIE session on Friday afternoons.

- Have a Masi yearbook detailing all the activities, events and happenings of the branch for the year. Pictures of all members to be taken and put in yearbook. Zimasa and Phumelisa to launch yearbook and have it done by 28th November 2014.
- Have newsletter written by Masinites and released at the end of every semester.

HEALTH & LIFE SKILLS

- Have a motivational speaker to encourage learners on 16th April
- Ladies' club and men's club to begin in first week of 2nd term
- Collaborate with Desmond Tutu Centre in hosting workshops at the branch during the ladies club and men's club sessions. First workshop to happen within the first two weeks of the 2nd term.
- Ladies' breakfast to be hosted on Woman's Day (9th August 2014) with motivation speaker for the young ladies

COMPUTER & KHAN ACADEMY

- Find sponsors for computers
- Try and get venue from which computer lessons will be conducted
- Run computer lessons at Winter School

LEARNER REPRESENTATIVES

- Reps to meet with BC or BA once a month
- Reps to compile “state of your grade” reports every two weeks and reports to be presented at every Branch Comm meeting
- Learner reps to liaise with schools and Branch on what their grades are currently busy with at school in order to guide topics during tutoring
- Assist with keeping tutoring venue quiet and ensuring that peers bring tables in for tutoring and pack them up after every session

Wrapping up!

This weekend was not only to plan the year ahead but it became a weekend of encouraging and motivating those who volunteered themselves as vessels of change and transformation at Masi. All attendees agreed that although there may be challenges faced along the way, the potential vested within the branch was worth all the sweat and tears ahead. In a summary, the weekend was a great success.



MASI BRANCH COMM 2014