

ADEA Planning Retreat

22-25 October 2013
Hotel Carthage Thalasso, Gammarth, Tunisia

Draft Agenda

Tuesday, 22 October 2013

Time	Item	Presentations/formats	Expected outputs/outcomes
09:00 – 09:15	Introduction to the retreat	Hamidou Boukary	Background, objectives and expected outcomes of the retreat clarified
09:15 – 10:30	<ul style="list-style-type: none"> - Brief presentation of the 2013-2017 Strategic Plan and its PMP - Presentation of a management of Performance Measurement and Monitoring system developed by the Secretariat and ADB/CIMM 	Hamidou Boukary Beedeeanun Conhye and Mamy Rijason Razafimahatratra	Strategic objectives, initiatives and PMP presented and discussed The System presented and discussed
10:30 – 11:00	Presentation of the 2013 activities implemented and planned for year-end	WGs, ICQNs, Secretariat, Task Force	Overview of activities implemented and planned activities to year-end provided
11:00 – 11:15	<i>Coffee Break</i>		
11:15 – 12:00	Presentation of the 2013 activities implemented and planned for year-end (cont.)	WGs, ICQNs, Secretariat, Task Force	
12:00 – 13:00	Presentation on ADEA's financial situation and resource mobilization strategy: 2013-2014	Sabine Diop	Overview of funding available for ADEA and future perspectives
13:00 – 14:30	<i>Lunch Break</i>		
14:30 – 16:00	Presentation of earmarked activities to be carried over to 2014	WGs, ICQN, Secretariat, Task Force	2014 earmarked activities reviewed and discussed
16:00 – 16:15	<i>Coffee Break</i>		

- 16:15 - 17:30**
- Presentation of country requests for **WGs, ICQN, Secretariat, ADEA's assistance in 2014** **Task Force** Requests discussed and analyzed
 - Presentation of a management information system on the needs and requests of African Ministries of Education **Beedeeanun Conhye** The system presented and discussed

Wednesday, 23 October 2013

Time	Item	Moderation	Expected outputs/outcomes
09:00 – 11:00	Developing expected results and key indicators for country activities under Strategic Objective 1	Bola Elegbe	Expected results and key indicators for activities related to SO1 and its SIs developed
11:00- 11:15	<i>Coffee Break</i>		
11:00- 13:00	Developing expected results and key indicators for country activities under Strategic Objective 1 (Cont.)	(Cont.)	
13:00-14:30	<i>Lunch Break</i>		
14:30- 16:00	Developing expected results and key indicators for country activities under Strategic Objective 2	Bola Elegbe	Expected results and key indicators for activities related to SO2 and its SIs developed
16:00- 16:15	<i>Coffee Break</i>		
16:15- 17:30	Developing expected results and key indicators for country activities under Strategic Objective 2(Cont.)	(Cont.)	

Thursday, 24 October 2013

Time	Item	Moderation	Expected outputs/outcomes
09:00 – 11:00	Developing expected results and key indicators for country activities under Strategic Objective 3	Kilemi Mwiria	Expected results and key indicators for activities related to SO3 and its SIs developed
11:00- 11:15	<i>Coffee Break</i>		

11:15- 13:00	Developing expected results and key indicators for partnership development under Strategic Objective 4	Kabiru Kinyanjui	Expected results and key indicators for activities related to SO4 and its SIs developed
13:00-14:30	Lunch Break		
14:30 – 16:00	Developing expected results and key indicators for partnership development under Strategic Objective 4 (Cont.)		
16:00 – 16:15	Coffee Break		
16:15 – 17:30	Developing expected results and key indicators for ADEA's organizational capacity and effectiveness under Strategic Objective 5	Beedeeanun Conhye	Expected results and key indicators for activities related to SO5 and its SIs developed

Friday, 25 October 2013

Time	Item	Moderation	Expected outputs/outcomes
09:00 – 11:00	<ul style="list-style-type: none"> - Recap of activities selected for the 5 Strategic Objectives - Ensuring that gender issues are addressed in the 5 SOs: 	Angela Arnott	Gender-sensitiveness of ADEA activities assessed 2014 activities and budget finalized An editorial team created for the finalization of the integrated 2014 Program and Budget
11:00- 11:15	Coffee Break		
11:15- 13:00	Recap of the Performance Measurement Plan (PMP)	Hamidou Boukary	Monitoring and Evaluation tools discussed and reviewed A working group on M&E set up
13:00- 14:30	Lunch Break		
14:30- 15:30	<ul style="list-style-type: none"> - Internal and external Communication 	Lawalley Cole and Beedeeanun Conhye	Strategies for improving communication both internally and externally presented and discussed
15:30-16:30	<ul style="list-style-type: none"> - Presentation of the End of Cycle Report (draft) 	Bola Elegbe	Lessons learned from the exercise are presented and discussed

END OF RETREAT

