Minutes of

39th Meeting of the Board of Directors,

The Punjab Education Foundation,

Scheduled on

September 5th, 2009 at 12:00 Noon

in the

Board Room, PEF Secretariat, Lahore.
Subject: **39th Meeting of Board of Directors, PEF**

Honorable Members Board of Directors,

The 39th Meeting of the Board of Directors of Punjab Education Foundation is scheduled to be convened on September 5th, 2009 (Saturday) at 12:00 Noon in the Board Room of the PEF Secretariat, 19 Ahmad Block, Garden Town, Lahore.

The agenda of the meeting along with working papers will follow shortly.

You are kindly requested to make it convenient to attend the meeting.

With profound regards.

(Nadeem Ashraf)
Managing Director

Copy for favour of information to:-

1. Raja Muhammad Anwar, Chairman Board of Directors
3. Mr. Tahir Yousaf, General Secretary, the Trust School, Lahore.
4. Mr. Farooq Naseem, Member Board of Directors-PEF
5. Mr. Ahmad Nazir Warraich, Member Board of Directors-PEF
7. Mrs. Shaista Pervaiz Malik, President SERVE, Lahore.
8. Ms. Seema Aziz, Chairperson, CARE Foundation.
9. The Secretary, Government of the Punjab, Finance Department, Lahore.
10. The Secretary, Govt. of the Punjab, Education Department, Lahore.
11. The Secretary, Govt. of the Punjab, P&D Department, Lahore.
12. The Secretary, Govt. of the Punjab, Social Welfare Department, Lahore.
13. The Secretary, Govt. of the Punjab, Literacy & NFBE Department, Lahore.
# Agenda Items
for
39th Meeting of the Board of Directors
Punjab Education Foundation

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<td>1.</td>
<td>Implementation of decision about Maximum Enrolment/ Payment Limit in Nursery &amp; Prep Classes under Foundation Assisted Schools (PEF-FAS) Program.</td>
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<td>Revision of PEF-FAS Partnership Agreement.</td>
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<td>FAS Expansion.</td>
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<td>Expansion of NSP.</td>
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<td>Partnership with Organizations for the Conduction Of Cluster Based Trainings.</td>
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<td>Any other item with the permission of the Chairman, PEF.</td>
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MINUTES OF 39th MEETING OF PEF-BOD

The 39th Meeting of Board of Directors Punjab Education Foundation was held on September 5th, 2009 at 02:00 p.m. in the PEF Secretariat, 19-Ahmed Block, Garden Town, Lahore.

The following members of BOD attended the meeting:

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<th>Name</th>
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<tr>
<td>1</td>
<td>Mr. Raja Muhammad Anwar</td>
<td>Chairman</td>
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<td>2</td>
<td>Gp. Capt.(R) Cecil Chaudhry, SJ, SBT, Chairman FC</td>
<td>Director</td>
</tr>
<tr>
<td>3</td>
<td>Mr. Tahir Yousaf, Chairman EC</td>
<td>Director</td>
</tr>
<tr>
<td>4</td>
<td>Mrs. Shaista Pervaiz Malik,</td>
<td>Director</td>
</tr>
<tr>
<td>5</td>
<td>Mr. Farooq Naseem,</td>
<td>Director</td>
</tr>
<tr>
<td>6</td>
<td>Mr. Ahmed Nazir Warraich,</td>
<td>Director</td>
</tr>
<tr>
<td>7</td>
<td>Mr. Abdus Samad, Finance Deptt.</td>
<td>Member</td>
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<tr>
<td>8</td>
<td>Mr. Imran Ahmed, P&amp;D Deptt.</td>
<td>Member</td>
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<tr>
<td>9</td>
<td>Ms. Farah Saleem, Social Welfare Deptt.</td>
<td>Member</td>
</tr>
<tr>
<td>10</td>
<td>Mr. Nadeem Ashraf, MD–PEF/Secretary Education (Schools)</td>
<td>Secretary</td>
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The Chairman welcomed the new members of the Board of Directors and introduced Mr. Farooq Naseem and Mr. Ahmed Nazir Warraich with the rest of the members and proceedings were started with the permission of Chairman.

The following agenda items were discussed:

1. **Agenda Item No. 1: Funding to Nursery and Prep Classes**

The Board was informed that the decision taken during 38th meeting of Board of Directors to rationalize the enrolment in nursery and prep classes needs to be reconsidered. As it is the mid of the academic session and implementation of this decision may cause a heavy drop-out from FAS partner schools. Keeping in view the request from the stakeholders, the Executive Committee recommended that decision may be placed before the next Board Meeting before it is implemented.

**Following proposals submitted for approval of implementation of decision:**

- The implementation of the decision regarding enrolment in Nursery and Prep till the commencement of next academic session i.e. March, 2010, with 35 students in each class (maximum 70).

- To provide Rs.350/- for primary classes, Rs. 400/- 6th to 8th and Rs.450/- for 9th and 10th classes after due implementation of decision taken in 38th Board meeting regarding enrolment in Nursery and Prep classes.
To provide alternative facilities i.e. computers, science lab etc., after due implementation of decision taken in 38th Board meeting regarding enrolment in Nursery and Prep classes.

To provide Rs. 150 for 60 students of Nursery and Prep each (maximum 120 students).

Decision: It was decided that the decision of the 38th meeting of BOD regarding nursery and prep classes will be implemented from next academic session i.e. April 2010 onwards. Further the Board decided that schools may be allowed to admit 30 students in nursery and prep class each i.e. total 60. Further, it was decided that no new admission will be allowed in these classes during current academic session.

2: Agenda Item – 2: REVISION OF PEF-FAS PARTNERSHIP AGREEMENT

Board was informed that while dealing with school owners over the period of time it has been observed that certain agreement clauses needs to be updated/revised, due to change in PEF policies. Now, FAS agreement had been revised and services of a lawyer were hired to revise the clauses. MD-PEF informed the Board that previous partnership contract was open ended and not clearly defined.

Board was informed that changes in earlier agreement have been made in two attempts as explained below:

1. 1st time amendments made in existing agreement at the time of phase-V signing of agreement. Only phase V schools signed the amended agreement.

2. 2nd time amended agreement will be signed from all the partners including phase V after approval by the Board.

Decision:
Board ratified the changes as per attached annexure A & B and directed that 2nd revised agreement to be got signed from all FAS partner schools at present and onwards.

3: Agenda Item – 3: FAS Expansion

Board was informed that in 38th meeting of Board of Directors it was decided to expand FAS program across the Punjab. To increase the access and expand support to private sector in line with the charter of the foundation.

Decision:
The Board of Directors approved the expansion of FAS program in following 10 districts i.e. Rahim Yaar Khan, Dera Ghazi Khan, Pakpattan, Okara, Sargodha, Attock, Jhelum, Mandi Bahauddin, Layyah and Rawalpindi with 30 schools in each district.

3.2 It was also decided that those FAS districts having less than 30 schools will also be included in expansion program thereby making total schools in each district equal to 30.
3.3 Keeping in view the FAS expansion the Board decided to establish sub offices at north and south Rawalpindi and Multan respectively. HRD department will prepare the proposal and submit before the management for finalization.

3.4 The Board further emphasized that the post of MD should be advertised on urgent basis. For catering the expansion plan, the required human resource must be recruited before 15th October, 2009.

4: Agenda Item – 4: EXPANSION OF NSP

Board was informed that in 38th meeting of Board of Directors it was decided to expand NSP program across the Punjab for focusing improved access:-

Decision:
The Board approved the expansion of NSP program in following 5 districts with maximum 15 schools in each district:
Rahim Yar Khan, Bahawalpur, Dera Ghazi Khan, Layyah and Rajanpur
However, the addition in schools for districts Rajan Pur and Bahawalpur will be made to a maximum of 15 schools in each district inclusive of existing NSP school strength.

5: Agenda Item – 5: HIRING OF NEW ORGANIZATIONS FOR CTDP & SLDP CONDUCTION

The Board was informed that Professional Development Certification Body (PDCB) finalized 27 organizations in CBT & 25 in SLDP. The allocation of CBTs/SLDPs was directly linked with the performance of the organizations and resultantly 10 organizations were filtered out from partnership. Keeping in view of the expansion of the PEF programs it is dire need to select the new organizations for CBTs/SLDPs.

Decision:
The Board approved the selection of new organizations for CBTs/SLDPs and directed the management to prepare a separate working paper and submit in next BOD explaining new strategy of, cluster formation, break up of funding, keeping the record of trained teachers.

Table Agenda 1

Mr. Farooq Naseem would prepare and present a proposal in next BOD meeting regarding the maximum usage of technology in PEF programs.

Table Agenda 2

The Board also decided that new committees need to be formulated for FAS, NSP and CPDP whereas the existing committees would be reconstituted to include the new board members. The board unanimously authorized the Chairman-PEF to formulate/reconstitute the committees.

The meeting ended with vote of thanks to the Chair.

39th Meeting of Board of Directors
September 5th, 2009

[Signature]