

# Annual RTC Review Meeting

## Working Paper

### Background

In order to make in-service training more responsive to the professional development need of DAV School teachers, in 2014 DAVCAE had created a decentralized network of Regional Training Centers (RTCs) functioning under the charge of every Regional Director. The structure and functions of RTCs for effectively organizing staff professional development were clearly delineated along with a process of reporting and feedback to the central body DAVCAE. In addition to this **Regional Directors Conference** was organized consecutively in the year 2014 and 2015 for in-depth orientation and handholding of the RDs along with a number of Train-the-Trainer workshops and Master Trainer Programmes for capacity –building of the RTCs.

### Proposal

It is proposed that as the RTCs have become functional, we may now begin the process of 'annual review' of the functioning of every RTC. This would be a once in a year process with following objectives:

- To take-a-stock of the functioning of every RTC vis-à-vis the prescribed norms and procedures by DAVCAE.
- To acquaint the RDs with the newly formulated '**Quality Assurance in Training**' document.
- To sensitize RDs of the essential need to make a self-assessment of quality (of content and delivery) of trainings organized by their RTCs.
- To impress upon the RDs, the necessity to ensure '**transfer of training**' to schools through on-site appraisal of students and faculty.
- To collect subject- specific needs from RDs for developing more capacity-building programmes for RTCs in the current academic session.

## **Modalities**

The RTC Review Meeting will be organized in small clusters in order to have one-to-one interaction with RDs and one Training Coordinator (TC) from every RTC. On day one there will be a general interaction followed by specific interactions on need for 'quality checks or training audit'. The RDs and their TCs will give a brief report of their RTCs performance with an analysis of the challenges faced by them and their plan of action for the year 2016-17. They will also submit documents as per the attached list.

On day two the RDs will have one-to-one interaction with DAVCAE faculty to give subject-specific feedback for further support from DAVCAE. The faculty will also share with them the problems faced by them vis-à-vis selection of Master Trainers, quality of their participation and the need to create reliable channels of regular communication with the master trainers for facilitating follow up of the MTP.

## **Logistics**

It is proposed that all RTCs may be divided in two groups on the basis of commonality of challenges faced by them. This would make interactions homogenous as common issues and problems and their probable solutions will be discussed .

The proposed dates for the two **RTC Review Meetings** are **May 4-5, 2016**. The Meetings will be organized in the Multi-purpose Hall of DAVCMC Headquarters, Chitra Gupta Road, Paharganj, New Delhi. The meeting will commence at **9.30 am** on day one and will be over by **3.30pm** on day two. The expenses of the meeting will be borne by DAVCAE. Stay expenses will be borne by the participants themselves.

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