



Western Cape
Government

Education



Western Cape Education Department
A Guide to Senior Management
May 2014



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Introduction

The Western Cape Education Department (WCED) is responsible for primary and secondary school education in the province. The department provides various specialised education services and subsidises Grade R and adult education.

The WCED plans and manages education via four branches, namely:

- Education Planning
- Curriculum and Assessment Management
- Institution Development and Coordination, and
- Finance

This guide introduces the senior management responsible for planning and managing education in the Western Cape and their basic responsibilities.

Education Planning provides research, policy coordination, planning and resource support, centralized information management and quality assurance.

Curriculum and Assessment Management is responsible for curriculum development, support and coordination for general and further education and training, as well as the growing functions of assessment and examinations.

Institution Development and Coordination coordinates education management by eight education districts and provides management and governance support to schools. The branch includes the Chief Directorate: Inclusive Education and Special Programmes to manage special school education and other special programmes

The branch, **Finance**, is responsible for managing financial resources. These functions include, management and financial accounting, and supply management.

The Chief Directorate People Management Practices is responsible for service benefits, recruitment and selection, employee relations and strategic people management.

The Senior Management Team



Head of Department

Penny Vinjevoold

Superintendent-General: WCED

Penny Vinjevoold took up her position as Head of Education in the Western Cape on 1 November 2009.

Ms Vinjevoold has an extensive track record in education, as a teacher, a teacher educator, an education researcher and as a senior education official both in the Western Cape and in the national Department of Education. Ms Vinjevoold taught for sixteen years at schools in Johannesburg, Mafeking and Soweto. Thereafter she became the General Manager of Evaluations and Research at the Joint Education Trust. She has experience in both quantitative and qualitative research methodology, especially in the development, administration and analysis of learner assessment instruments.

In 2000, Ms Vinjevoold was appointed by the National Minister of Education, Kader Asmal, to a seven-person Ministerial Project Committee to oversee the development of the

Revised Curriculum Statement for Grades R-9. In 2002 she joined the WCED as Chief Director: Planning. She joined the National Department of Education in 2005 as Deputy Director-General: Further Education and Training, before returning to the Western Cape as Superintendent-General of the WCED.

Ms Vinjevoold obtained a Higher Education Diploma in 1975, a BEd in 1991 and her BA and MEd degrees in 1994 all from the University of the Witwatersrand.

Functions

The Head of Education is responsible for implementing the mandate of the WCED to provide general and further education and training in schools, and related services, including special needs education, and supporting early childhood development in line with national and provincial policy.



Paddy Attwell

**Director:
Communication**

Paddy Attwell has 20 years' experience in journalism and 18 years in corporate communication.

He worked for the Rand Daily Mail and the Cape Times before entering the world of specialist publications. He edited magazines for various industries and was Managing Editor for one of South Africa's largest specialist press publishing companies.

He joined the University of Cape Town as Media Officer in 1996, responsible for media liaison, and edited UCT's weekly newspaper, Monday Paper, among other communication activities.

He joined the WCED as Communication Director in 2001. He graduated from UCT with a BA in History in 1975.

Functions

The Communication Directorate is responsible for communication policy and strategy, media liaison, publications, the WCED web site, corporate reports, marketing, branding, corporate events, client services, language services, multi-media production and general marketing and communication support.



Anne Schlebusch

**Director:
Business,
Strategy &
Stakeholder
Management**

Anne Schlebusch taught high school English and Maths for 16 years. She taught in Zimbabwe, Gauteng, KZN and the Free State and Cape Town. She has published academic papers, co-authored three text books and a book on curriculum and written four "teen" novels. She won the "Young Africa" Award for one of these. She has a UNISA English Honours degree and completed her M Phil degree (with distinction) at UCT in 1994. Since joining the WCED as advisor in 1996, Ms Schlebusch has managed several curriculum portfolios and worked on national Task Teams. She has been Director of Business Strategy since her appointment to that post in 2007.

Functions

The Directorate: Business Strategy and Stakeholder Management facilitates the departmental strategic and operational planning and review processes and ensures that departmental policy, planning and budget are aligned. The Annual Performance Plan and other strategic documents fall under its management as does monitoring and evaluation and improvement plans. Relations with local government and the Department of the Premier and other liaison functions are also part of its brief.



Washiela Salie

**Director:
Internal Control**

Washiela Salie started her career in government in June 2002 as a state accountant in the Department of Environmental Affairs. She completed her B Com (Accounting) degree at the University of the Western Cape and worked her way through the ranks as Head of Supply Chain Management and the Head of Compliance unit at the Department of Transport and Public Works. During this time, she completed a certificate in Compliance Management at the University of Cape Town and is hoping to pursue her qualifications in this area. Ms Salie was appointed Director: Financial Accounting at WCED on 1 July 2011 before her secondment in November 2012 to head the department's Internal Control Unit. She took up the position permanently as Director: Internal Control on 1 September 2012.

Functions

To provide strategic management, guidance and advice in respect of internal control practices. Her duties include assurance services, providing effective and efficient fraud and losses management and ensuring proper governance.

Branch: Planning and Strategy



Marcia Harker

Deputy Director-General: Planning and Strategy

Marcia Harker holds degrees and teaching qualifications from the Universities of Cape Town and Pretoria. During the last 20 years, she has served at executive management level across the social, economic and governance clusters of Government, providing strategic, project management; and monitoring and evaluation support for inter-sectoral collaboration.

She has taught and lectured at secondary, tertiary and early childhood development (ECD) levels in Cape Town, Gauteng and North West respectively. She served a brief stint within the publishing environment, producing secondary and tertiary textbooks. She served as Chief Director: Districts for seven years and as Chief Director: E-Learning, Multi-media Resources, Inclusion and Special Programmes within the Curriculum branch in the Gauteng Education Department. Before she started in the WCED, she was employed in

the Gauteng Department of Public Transport, Roads and Works as Deputy Director General: Corporate Services responsible for strategic human capital development, knowledge management, policy development and governance, business intelligence and legal management.

Functions

The Branch: Education Planning has two chief directorates responsible for infrastructure and education resources, as well as business intelligence management.

The branch is responsible for research, knowledge management, ICT administration and governance, quality assurance, policy coordination, infrastructure planning and management, learner and teacher support material, education library services, learner transport schemes and education equipment resourcing.



Sindy Mafanga-Kibi

Chief Director: Business Intelligence Management

Sindy Mafanga-Kibi has extensive experience in education and training in the public and private sectors, ICT education and strategic education management. She was Senior Manager, Quality Assurance of Qualifications, Curriculum and Certification, at Umalusi before joining the WCED.

She has 15 years' experience in teaching at various education sectors. She was a mathematics and science teacher at a high school, adult education centre and lectured at a college where she was the Head of the Department of Mathematics. She led the National ICT education partnership project with Marconi Communications, worked for IISA as an academic policy and quality assurance executive manager and led the Assessment Systems Development unit of the Gauteng Department of Education from 1998 to 2001.

Her qualifications include a Senior Teachers Diploma in Mathematics and Science; BA and BEd degrees; a Post Graduate Diploma in Business Administration; and a Master's Degree in Maths Education from Boston University, United States. Her service on education structures includes the Gauteng Exams and Assessment Board,

Umalusi Qualifications and Assessment Committee, ASSESA board, IISA, SAQA NSB 10, AMESA, SAARMSE, and the UK National Council for Teachers of Mathematics (NCTM). She has published a Grade 4 Mathematics textbook and co-authored the national Department of Education Grade 7 Teacher's Handbook.

Functions

The Chief Directorate: Business Intelligence management's core function is to provide education management information and ICT systems to inform planning, decision making, policy interventions to improve accountability and responsiveness.

The Chief Directorate facilitates the creation of systems that ensure that the IT and ICT resources in WCED are optimally utilized, and that all internal and external stakeholders have full access to educational information. The Chief Directorate also manages and coordinate policy development and education research and play an oversight role through monitoring and evaluation of selected systems and processes to improve efficiency and the quality of teaching learning.



Andile Siyengo

**Director:
Research**

Andile Siyengo has more than 25 years' experience in various sectors of education. He started his career at Volkswagen, South Africa, as a Training Officer in Organisational Development. He moved to the University of Fort Hare as a Lecturer and later Senior Lecturer and Head of Department. He spent 17 years at Fort Hare. He joined the Public Sector as a Senior Manager: Planning, Research and Institutional Development (Deputy Director) at Lovedale FET College in King William's Town before moving to the Western Cape Education Department.

Dr Siyengo has taught several undergraduate and graduate courses at the University of Fort Hare, Lansing Community College (Lansing, Michigan, United States) and Michigan State University (East Lansing, Michigan). He has BA (Hons), MA and PhD degrees from the universities of Fort Hare (1985), Ohio (1993) and Michigan State (2004) respectively.

Functions

The Directorate: Research is responsible for planning required research; undertaking and coordinating departmental research activities; managing and coordinating research activities; and publishing and reporting on research findings.



Lynn Coleridge-Zils

**Director:
Policy
Coordination**

Lynn Coleridge was admitted as an attorney in 1997. She holds a Bluris and LLB degree from UWC. She practiced as Legal Advisor with the WCED over a period of four years and was a seconded advisor from the Department of the Premier. In 2005, she was Head of Department at the Cape Law Society. She has gained extensive experience in Education Law, Human Rights Law, Interpretation of Statutes, Constitutional and Administrative Law. From 1998 to 200, she served as a Legal Advisor and Evidence Leader for the Truth and Reconciliation Commission and was awarded a certificate of recognition for her dedication and commitment to contributing towards unravelling and recording the truth of our past. She is an author of academic articles published in national and international journals.

Functions

The Policy Co-ordination Unit is tasked with conducting systematic evaluation of existing policy and initiating requests for policy development. This unit will provide expert advice, support and play a consultative role on policy development and processes.

It will facilitate the legislative process and align policy with the department's strategic goals and objectives.



Sanjith Hansraj

**Director:
Knowledge and
Information
Management**

Sanjith Hansraj taught for eight years in rural and urban schools in Kwa-Zulu Natal after completing a Higher Education Diploma (HED) in Maths and Computer Science at ex-Springfield College of Education (SCE). After completing a BSc degree in Maths and Computer Science via UNISA, he lectured in Computer Science and Information Technology (IT) at ex-SCE, and subsequently at Durban University of Technology (DUT) and University of Kwa-Zulu Natal (UKZN); his tenure consisted of five years as Lecturer followed by six years as Senior Lecturer in IT after completing an Honours degree in Computer Science via UNISA. In 2003, he completed an MSc degree in Computer Science in the field of Intelligent Information Retrieval at UKZN. He currently serves as a Senior Manager in the WCED after being appointed in 2009 and fulfils the role of Director: Knowledge and Information Management.

Functions

The Director: Knowledge and Information Management is mandated to develop and maintain WCED knowledge management, information and record management systems. In addition, the directorate, in collaboration with the Department of the Premier: Centre for e-Innovation (DotP: Cel), is responsible for planning, managing and coordinating information and communications technology in the WCED.



Karen Bydell

**Director:
Quality
Assurance**

Karen Bydell has 39 years' experience in the education sector, ranging from pre-primary, primary, secondary, special and teacher training.

Her qualifications include BA and B.Ed. degrees from UNISA and diplomas in primary teaching and special education. She taught in Durban and Cape Town and trained teachers for 15 years before joining the WCED in 2001, where her portfolios have included early childhood development, monitoring and evaluation and quality assurance.

Imbued with a strong sense of justice and social responsibility, Karen is involved with various organisations which focus on ECD, and children and women at risk. She is an ardent sports supporter, avid reader and takes a keen interest in world affairs.

Functions

Monitor and evaluate the performance of education delivery at specified areas and levels of the education system and create a results-based performance culture to improve and strengthen accountability systems.



Archie Lewis

**Chief Director:
Physical Resources**

Archie Lewis is a teacher by profession, and spent 23 years in active teaching. He served as principal for 10 years of Beacon Hill High School in Mitchell's Plain before entering active politics in 1999. He served as the President of the Cape Teachers' Professional Association (CPTA) and was involved in a range of teacher development programmes. Mr Lewis was a member of several standing committees in the provincial Parliament, inter alia the Standing Committee on Education. He chaired the Standing Committee on Public Accounts. For the last three years, he was Advisor in the office of

the MEC for Education. He has served on the Education Labour Relations Council, the South African Council of Educators and the Council of the University of the Western Cape. He is an external examiner for the University of Stellenbosch at the School of Public Management and Planning. His qualifications include a BA, B Ed, M Ed, Hons BPA (cum laude), MPA (cum laude) and PTD.

Functions

To plan school infrastructure and manage resource support to schools.



Lesline
McGlenatendolf

**Director:
Infrastructure
Planning and
Management**

Lesline Mc Glenatendolf, Director: Infrastructure Planning and Management, has worked in the construction industry since 1979. She has vast and varied experience of the industry and has been in senior management for the past 11 years. "This journey has equipped me with the confidence to tackle my new position with huge amounts of enthusiasm and energy . . . My vision for the directorate is to increase the intelligence underpinning how the infrastructure budget is spent. On this front we have new GIS technology which is being developed continuously and will play a major role in future planning. Previous lack of technical capacity in the directorate meant that the WCED played a more passive role in the delivery of infrastructure. This has now been addressed and I would like to improve the involvement of Education in infrastructure implementation and delivery to ensure that all our goals are met." Mc Glenatendolf is an avid road runner and has completed seven Two Oceans Ultra Marathons.

Functions

The Directorate: Infrastructure, Planning and Management will determine infrastructure needs, and will plan and coordinate building and infrastructural development projects, effective use and maintenance of accommodation.



Paul Swart

**Director:
Institutional
Resource
Support
(including
Library
Services)**

He has been in the service of the WCED since 1981. He started out as an educator in 1981 and worked his way through the ranks as Head of Department (HoD) and Acting Senior HoD/Deputy Principal). From 1996 to 2001 he was a school principal and was then appointed as ELSSEN Specialist in the Education District: Central. Before his current appointment, he was the Programme Manager: National School Nutrition Programme (2004 - January 2011). His interests include reading, camping and music.

Functions

Manage the planning and facilitate the procurement of LTSM, Furniture and equipment (including ICT) to learning sites, provide a provincial education library service and manage the planning and implementation of LTS to learning sites.

Branch: Curriculum and Assessment Management



Brian Schreuder

Deputy Director-General: Curriculum and Assessment Management

Brian Schreuder began his teaching career in 1975 at Hottentots-Holland High School and rose through the ranks, to Head of Department (Paul Roos Gymnasium), Principal (Hermanus High School), Superintendent of Education (Upington and Cape Town), and with the WCED: Area Manager (Wynberg), Director: Curriculum Management, Chief Director: Education Planning, and in 2001 as Deputy Director General: Education Planning and Development. He currently holds the position of Deputy Director-General: Curriculum and Assessment Management. Mr Schreuder serves and has served as Chair and member of a large number

of provincial and national education committees and task teams. His qualifications include a BSc (1973), S.O.D Cum Laude (1974), BEd (1977) and Med (1981).

Functions

The Branch Curriculum and Assessment Management is responsible for two chief directorates, Curriculum Management and Teacher Development and Assessment and Examinations. Curriculum Management includes the directorates responsible for curriculum delivery in both General and Further Education and Training, as well as eLearning and e-Teaching.



Tina Singh

**Chief Director:
Assessment and Examinations**

Tina Singh has vast experience in Education encompassing Primary, Secondary and Special school levels. Having been in the teaching profession for 18 years, she then joined the National Department of Education in 1999 where she worked in the Directorate: Examinations, focusing on Technical Colleges. In 2000, she was seconded to the section responsible for the schooling sector.

Her career grew as she was entrusted with the responsibility of commencing with the setting of question papers for the first ABET Level 4 examinations. With this experience she then moved on to the management of the first nationally set examinations for the Senior Certificate.

Ms Singh has been extensively involved in the management and policy formulation pertaining to the Senior Certificate Examinations, the National

Senior Certificate Examinations as well as the ABET Level 4 examinations.

In addition to her teaching qualifications, Ms Singh holds a B.A and B. Ed (Hons) degree, both of which were achieved with distinction. In 2004, she completed her Masters Degree with the University of Pretoria and the University of Twente in Netherlands. The focus of her study was on the role of the educator in the effective implementation of continuous assessment.

Functions

The Chief Directorate: Assessment and Examinations is responsible for the Management, Conduct and Administration of Examinations and Assessment relating to the General Education and Training band (ABET and schools) and the Further Education and Training band (Schools).



Zodwa
Modimakwane

**Director:
Assessment
Management**

Previously employed as a Manager: Quality Assurance of Assessments at Umalusi, Zodwa Modimakwane has a wealth of experience in education, quality assurance, leadership and assessment management. She has occupied different positions from Lecturer, Senior Lecturer, Head of Division, and acting Rector at a technical college. From 2002 - 2005 she was employed by the WCED: FET Directorate as a Deputy Chief Education Specialist. She holds a BSocSci. and HDE (PG) from the Rhodes University, BEd and MED degree in Educational Management from the University of Port Elizabeth, and a Further Diploma in Education and Certificate in Basics of Total Quality Management from UNISA.

Functions

The Assessment Management Directorate is responsible for developing and maintaining assessment systems for all phases of curriculum delivery. Functions include developing provincial assessment systems and applying national assessment systems; building skills and capacity needed to apply assessment systems; and reviewing systems to inform further development of provincial and national assessment programmes.



André Clausen

**Director:
Examinations
Administration**

André Clausen has nearly 33 years' service in education in the Western Cape. He has considerable experience in various aspects of public service administration, including human resource management, tendering, provisioning, school administration, infrastructure management, learner transport and management of the WCED's examinations system.

Functions

The Directorate: Examinations Administration manages all examinations and assessments in the WCED, including those for Grades 3, 6, 9, 11 and 12 and for ABET Level 4. Responsibilities include enrolment for examinations and assessments; certifying results and issuing certificates and individual results; establishing examination centres; setting and moderating question papers; printing question papers; delivering a printing service to provincial departments in the Western Cape; and managing central marking centres in the province.

Vacant

Chief Director: Curriculum Development

Pumla Satyo (see below) is currently acting in this position.

Functions

The Chief Directorate duties will include curriculum development for General Education and Training, Further Education and Training in schools and FET colleges, e-Learning and Library Services.



Genevieve Koopman

Director: Curriculum Development, General Education and Training (GET) including e-learning

Genevieve Koopman spans a career of 29 years in education moving between the classroom and the boardroom. She works in the field of curriculum, policy design and implementation and has been a Teacher, Subject Advisor and Curriculum Head in the General and Education Training Band in the Gauteng Department of Education (GDE). Of particular importance to her work is ensuring that policy is effectively translated into practice. In this regard her work largely centres on guiding senior curriculum planners, subject advisors and teachers in the interpretation and implementation of the National Curriculum Statement (NCS) and the accompanying policies in the GET Band. What keeps her going every day is the challenge to ensure that every learner can read, write and calculate at acceptable grade levels. Genevieve has over the years studied in a number of fields in order to make better sense of people, policies and organisations and obtained qualifications from the Rand College of Education, the Rand Afrikaans University, University of the Witwatersrand and Damelin. Her passion is children and she believes that all she was ever meant to be is a teacher.

Functions

The Directorate Curriculum GET (including e-learning) is responsible for the development of curricula and teacher education for early childhood development, general education and training, adult education and for learners with special needs.



Phumla Satyo

Director: Curriculum Development, Further Education and Training (FET) (including e-learning)

Phumla Satyo is an experienced high school teacher of English. She holds an M Phil degree in Applied Linguistics and Language Education. She taught for 17 years in Johannesburg, Pretoria and Cape Town. She joined the subject advisory service in 1992. Since 1996 she has served and coordinated several working groups at provincial and national level.

These include working groups on curriculum for general and further education and training, continuous assessment and learning programme guidelines for languages in Grades 10 to 12. She was an English examiner and moderator for Senior Certificate examinations and also served as a member of the Western Cape Ministerial Task Team for mother-tongue education.

Functions

The Directorate: Curriculum Development FET (including e-learning) coordinates curriculum research and development within subjects and to adapt the curriculum for learners with special needs, as well as to ensure that the FET curriculum meets provincial needs. The directorate contributes to national curriculum development, monitors provincial interventions and coordinates curriculum policy, training and materials development. The directorate co-ordinates curriculum-related conditional grant projects.



Eddie Kirsten

**Director: Cape
Teaching and
Leadership
institute**

Eddie Kirsten has a long career in public service, starting with national Department of Agriculture in 1977, followed by positions in the national Department of Constitutional Development, the Office of the State President, the Department of Planning and Provincial Affairs and the Department of Land Affairs. He was Head of the Education Ministry with the WCED before taking the position of Director of Human Resource Development in 2005 and Director: CTLI in 2010.

Functions

The purpose of the Directorate is to manage the Cape Teaching and Leadership Institute. His functions include designing and delivering learning and development programmes, and rendering training support services.

Branch: Institution Development and Coordination



John Lyners

Deputy Director-General: Institutional Development and Coordination

John Lyners started his teaching career in 1973 as a science teacher at Crystal High School in Hanover Park, Cape Town. After progressing through the ranks, he became school principal of Beauvallon High School in Valhalla Park, Cape Town, in 1981. From 1986 to 1991 he served as school inspector in Johannesburg, Beaufort West, Clanwilliam and Athlone. In 1991, he became Chief Inspector and in 1993, Director of Education based in Kimberley, after which he was transferred to Wynberg, Cape Town, in 1994. In 1997 he was appointed Chief

Director: Education Provision, at the WCED. From 2001 to 2007 he served as Deputy Director-General: Operational Education Management.

Functions

The branch has two chief directorates, for Districts and Inclusive Education and Special Programmes. The directorates reporting to the chief directorates include the province's eight districts; Institutional Management, Governance and Planning and Specialised Education Support.



Clifton Frolick

Chief Director: Districts

Clifton Frolick completed his studies at the University of the Western Cape in 1978 and started teaching at Spandau High School in Graaff-Reinet in 1979. He was promoted to Head of Department in 1984 and to Deputy Principal in 1986. Mr Frolick was appointed Principal in 1988 and was later promoted to Circuit Manager in 1995. He acted as Area Manager in Worcester Area Office from

1999 until 2000, and was appointed as Director of the Breede River/Overberg Education District in 2001.

Functions

The Chief Directorate is responsible for coordinating education management by the province's eight education districts and associated services.



Heinie Brand

**Director:
Metropole
North
Education
District**

Dr Brand started his initial professional training at the Paarl Training College. He continued his academic training at the University of Stellenbosch completing a BA.; B.Ed. ; M.Ed. and Doctorate in Educational Philosophy with a focus on the role of self-education in establishing a democratic culture within the school milieu. Dr Brand held the positions of Principal at Paarl Gymnasium and Eversdal Primary School, as well as part-time lecturer at Stellenbosch University. When he has the time, he loves reading, he's quite handy in and around the house - especially doing woodwork, and enjoys venturing outdoors over weekends.

Functions

The district Metropole North serves 225 schools, almost 4 500 teachers and 150 000 learners. The area roughly covers the Atlantic Seaboard to the R300, and from the N2 up to Mamre. The district office in Parow is home to officials who support and advise schools with regard to management and governance; educator and learner support; curriculum matters and administration (including finances.)



Glen van Harte

**Director:
Metropole
South
Education
District**

Glen van Harte has been Director of the Metro South Education District since 1 July 2012. He was previously Head of Curriculum in the District, co-ordinating the work of the curriculum advisors and making sure that teachers were well prepared to implement the curriculum. Prior to this appointment, he was a senior advisor for Physical Science in the WCED, and he also taught Mathematics and Physical Science at Groenvlei Secondary School in Hanover Park for a number of years.

Functions

Officials in the Metro South Education District support well over 200 Primary, Secondary, ELSEN, ABET and ECD institutions (public ordinary and independent schools). It is geared towards working in a multifunctional manner where specialists in their field work in a creative and integrated manner. The District works in a diverse range of schools and is committed to developing effectiveness through a combination of consultation, reflection, learning, pressure and support. Our mission is to create a community of interdependent and inclusive learning organisations striving for excellence.



Melvyn Caroline

**Director:
Metropole
East Education
District**

Melvyn Caroline was appointed Director of the Metropole East Education District in May 2002. Before that he was Deputy Director in the Office of the Head of Education. Born in Bredasdorp, Mr Caroline comes from a family of teachers. He started his teaching career at Alexander Sinton in Athlone in 1975. He became Principal of Cedar High in 1992 and Circuit Manager of the Mitchells' Plain Area in 1999. He served on many Departmental Committees, was sub-examiner for 12 years before becoming an examiner for Geography Higher Grade in 1996. He served on a number of principals' organisations, and served as President of the South African Principals' Association (SAPA) – Western Cape, General Secretary of the National Body and as a member of the International Convention of Principals. As General Secretary of the latter, he represented South Africa internationally on a number of occasions.

Functions

The District is responsible for managing research, information systems, quality assurance, district business planning and strategy processes. The District has to render corporate services on a district level. These include ensuring quality education in education institutions at circuit level, and leading, managing and coordinating curriculum, SLES and IMG advice.



Sanette Nowers

**Director:
Metropole
Central
Education
District**

Sanette Nowers completed her studies at the University of Stellenbosch in 1981. She started her career in teaching as the teacher psychologist at Hoërskool Diamantveld in Kimberley. After being HOD (Mathematics) at Hoërskool Dirkie Uys in Moorreesburg for 8 years, she was appointed principal of Hoër Meisieskool Bloemhof in 1994. From there she moved to Strand High School, and was appointed as Director in 2012.

Functions

The function of the District is to ensure effective delivery of education and education support in the district, including advice and support on curriculum delivery, school management, governance, administration and special needs education.



Jannie Beukes

**Director:
West Coast
Winelands
Education
District**

Jannie Beukes taught Afrikaans and Geography at several schools for 14 years in Cape Town and the Northern Cape. He was appointed principal in 1993 and promoted to Inspector of Education 1994. He worked for almost seven years in this capacity in Vredendal before he was appointed as District Director in Paarl in 2001.

Functions

The District Office of the WCED is responsible for operationalising departmental policies and is also tasked with training and supporting schools in management, governance and quality delivery of the curriculum.



Juan Benjamin

**Director:
Cape
Winelands
Education
District**

After his initial teacher training, Mr. Juan Benjamin taught at Grassdale Secondary School as well as Ocean View Secondary School. He joined the Metropole South Education District in 2003 as the Assistant Director for School Based Management. Whilst with SBM, Mr Benjamin spearheaded the Project to revise the Finance Manual for schools (2nd edition); was part of the technical team that established the Certificate for School Based Administration and chaired the task team administering the Dennegeur Bus Disaster Relief Fund. Since 2007 he has served as an internal presiding officer for the Directorate: Labour Relations. In 2008, he was appointed a Circuit Team Manager, a position he held until his appointment as Director: Cape Winelands District in January 2014.

Functions

The function of the District is to ensure effective delivery of education and education support in the district, including advice and support on curriculum delivery, school management, governance, administration and special needs education.



Bertram Loriston

**Director:
Overberg
Education
District**

To date and since January 2012, Bertram Jacques Loriston is the Director of the Overberg Education District.

After achieving his B.Sc. Degree and Higher Diploma in Education from the University of Western Cape (UWC), Bertram enrolled at the University of Stellenbosch to study Education Management.

Bertram is considered as a dedicated and committed educator and taught for fifteen years within the Paarl area, which served as a sound foundation and stepping stone before he was promoted to the Integrated Quality Management Systems (IQMS) Co-ordinator in 2005, based at the Education Management and Development Centre (EMDC): West Coast.

He was then appointed at Head Office as the Provincial (IQMS) Co-ordinator, within the Directorate: Quality Assurance and in addition served as the Whole School Evaluation Supervisor and later accepted the post of Deputy Director, within the Directorate Human Resource Management. He held the position as a Circuit Team Manager (CTM) within the Education District Office: Eden and Central Karoo since 2009, where after he was promoted as Director: Education District Office: Overberg.

Functions

The District Office is responsible for implementing and managing policies of

the WCED in the district, and for training and supporting schools in management, governance and quality delivery of the curriculum.



Florence (Zan) Rhoxo

**Director:
Eden/Karoo
Education
District**

Florence Rhoxo has 25 years' experience in education, including teaching, school management (12 years), and education management as a Circuit Manager for 11 years. She has worked in the pharmaceutical and research industries, among others. Her qualifications include a BSc degree and UED from Fort Hare University; a BEd degree and a Diploma in Specialised Education (Remedial) from the University of Cape Town, and a BTech (Bus Admin) from the Cape Technicon. She is currently studying towards an MBA at the University of Stellenbosch. In 1999, she was selected to represent the Western Cape and studied Educational Leadership at Fontys University of Professional Education in Netherlands. She completed the Provincial Executive Programme in 2000.

Functions

The duties of the District Office include ensuring quality education and developing educational institutions in the district. Management functions include line management (research, information systems, quality assurance, district business planning, strategy processes and district level, corporate services), human capital management, strategic management and financial management.



Makhosandile
(Tim) Ndzuzo

**Director:
Institutional
Management
and
Governance,
Planning
(including Safe
Schools)**

Before his current appointment, Mr Ndzuzo was the Director of the Overberg Education District. He is a graduate of Fort Hare University and the University of the Western Cape, where he obtained his B. Pedagogics and B. Education degrees. He was the principal of Desmond Tutu Secondary School from 1986 to 1996 and was Circuit Manager of the Helderberg and Paarl Circuits. He was appointed the Director of the Overberg Education district in 2007 and left after he was transferred to Head to head up the Institutional management and Governance Planning directorate as from 1 February 2011. Mr Ndzuzo also serves as departmental representative on the WC Education Council. He is also involved in the Methodist Church.

Mr Ndzuzo has also served as national Deputy Chairperson of the Bonitas Medical Scheme from 2003 - 2006. He is a keen reader and loves sport - especially rugby. He has been involved in many community initiatives.

Functions

The directorate is responsible for the management, coordination and evaluation of institutional management and governance in respect of Public Ordinary schools in respect of education safety and security, finance administration and Governance (non-curriculum) in all learning sites; Independent(including education at home) schools and ECD Centres.



Sigamoney Naicker

**Chief Director:
Inclusive Education and Special Programmes**

Sigamoney Naicker was appointed by President Mandela as a commissioner on the National Commission for Education Support Services. He obtained his masters in Penn State USA and is doctorate at the University of the Western Cape. The focus of his study was on Outcomes Based Education and Inclusive Education. Sigamoney was first director of Inclusive Education in the National Department of Education in Pretoria. He has managed education planning, curriculum and assessment, ECD, ABET and Inclusive Education as Chief Director. In 2012, Sigamoney was awarded an extra-ordinary Professorship from the University of Western Cape. He was also awarded a Professorship of Practice in Curriculum Studies and Education Management from the University of Venda. Naicker

has published widely both locally and overseas. He authored Curriculum 2005: An Introduction for Inclusive Education and co-edited Inclusion in Action in South Africa. He is also an active runner and has completed both the London and New York Marathons. He has paced for both Puma and Adidas in the Two Oceans. His most recent publication is titled: Long Distance Running, Calming the Mind and Creating the Conditions for Happiness

Functions

To manage inclusive education and special programmes by planning, managing and co-ordinating specialised education services and inclusive education.



Berenice Daniels

**Director:
Specialised
Education
Support**

Berenice Daniels has a B.A. – B.Sc. degree and Higher Diploma in Education from UCT; Honours in Psychology, including Psychology of Language for which she received a special award, from UNISA and an M.Sc. degree in Educational Psychology from the University of Manchester. She started her career as a high school teacher and then worked as a School Psychologist in various Special Schools and School Clinics, heading Mitchells Plain School Clinic from 1999 to 2001. She has been the country representative for the International Institute for School Psychology since 2009.

In 1997, she was seconded to the national Department of Education, as a co-ordinator of the National Commission on Special Needs and the National Commission on Education Support Services and in 1998 as one of the writers of the Special Education consultative document. She has authored and co-authored various publications on Inclusive Education, School Psychology, Health Promoting Schools and Conflict Mediation and presented on these and related topics internationally. Before her appointment as director, Berenice was the Head of Specialised Learner and Educator Support at Metro South Education District and also co-ordinated the Literacy and Numeracy committee. Her

hobbies are reading, dancing, theatre and she has a keen interest in current affairs.

Functions

Functions managed by the Directorate: Specialised Education Support include the expansion of Inclusive Education; support to special schools; psychological, social work, therapeutic, medical and related services; learning support to mainstream schools; literacy and numeracy support and the National School Nutrition Programme.

Branch: Finance



Leon Ely

Deputy Director-General: Finance

Leon Ely joined the WCED more than nine years ago as Chief Director: Financial Management and Chief Financial Officer. He qualified as a Chartered Accountant at the University of Cape Town and completed his articles with Deloitte and Touche. He worked for Shell South Africa as a Financial Manager before taking up the position of Head of External Reporting. He retains the position as Chief

Financial Officer in his current post as Deputy Director-General: Finance.

Functions

The Branch: Finance is responsible for financial management and accounting, and supply chain management which comprises a chief directorate and three directorates. The director for Supply Chain Management reports directly to him.



Eugene Meyer

Chief Director: Financial Management

Eugene Meyer has more than 36 years' experience in public finance in provincial and national government. He has a National Diploma in State Accounts and Finance. His career began in the office of the Provincial Auditor of the former Cape Provincial Administration (CPA) followed by stints at the Finance Branch of the former CPA, the National Treasury in Pretoria and the Provincial Treasury in the Northern Cape, where he was the Head Official. He was appointed Director: Budget Management in the WCED from 1 July 2001, which designation was changed to Director: Management Accounting after the departmental re-design from 1 October 2007. He was

promoted to the rank of Chief Director: Financial Management from 1 July 2013. He has participated in a number of international study tours, seminars and courses, and has served as a Council Member of the Institute for Public Finance and Auditing (IPFA).

Functions

Two directorates report to the Chief Director: Financial Management. They are Financial Accounting, responsible for financial recording, reporting and controls, and payroll administration; and Management Accounting, responsible for preparing the budget and monitoring expenditure and trends.



Erna Veldman

**Director:
Management
Accounting**

Erna Veldman joined WCED as Director: Management Accounting on 1 February 2014. She has a professional qualification: Chartered Management Accountant obtained from the Chartered Institute of Management Accountants (CIMA), London, Great Britain. She started her professional career in 1991 as an assistant management accountant in the private sector, followed by an academic career with the Tshwane University of Technology (then Technicon Pretoria). Ms Veldman joined the public service in 2004 and advanced from deputy manager responsible for provincial finances to Provincial Corporate Services Manager for Statistics SA in Limpopo Province. Her responsibilities included the development, control and monitoring of strategic, tactical, operational plans and budgets for the province; managing the implementation of internal strategies and policies to enhance governance and to provide strategic leadership to the provincial finance, supply chain, asset management, HRM and logistics business units within the province.

Functions

The Directorate: Management Accounting will manage the allocation and use of financial resources in line with the priorities, needs and strategic plan of the WCED. The directorate

will manage the financial strategic planning process required by the Medium Term Expenditure Framework (MTEF), and will analyse, monitor and project income and expenditure, and identify anomalies, to promote effective spending.



Johan Kitshoff

**Director:
Financial
Accounting**

Johan Kitshoff started his career on 22 January 1979 and achieved the National Diploma in State Accounts and Finance through part time study. He has accumulated knowledge of the accounting and budget procedures over a career of more than 35 years and has served the Western Cape Government during this time. He has been with the Western Cape Education Department since the amalgamation of the former departments.

Functions

The Directorate: Financial Accounting is responsible for ensuring sound financial accounting practices, reporting and controls, and ensure effective and efficient salary administration and related services.



Ryana De Bruyn

**Director:
Procurement
Management**

Ryana de Bruyn, Director: Procurement Management, has a LLB degree and completed her articles at the State Attorney's office. She has been working with the Western Cape Education Department for the past four years as State Legal Advisor. She is not fazed by the fact that procurement has the potential to be contentious and that certain decisions could be challenged in court. "It is regulated in terms of the Constitution, the Public Finance Management Act, the Preferential Procurement Policy Framework Act and Regulations, so there are set processes that you need to follow and we take guidance from Treasury." De Bruyn said she is familiar with most of the internal policies and protocol at the

department. She took office on 1 April 2012 and said she valued the years of experience of staff in her directorate. She described herself as a family person and her interests include reading and cooking.

Functions

The Directorate Procurement Management will support strategic objectives and meet the operational needs of the redesigned WCED through purchasing of goods and services, overall management of GG vehicle fleet at Head Office and Education District Offices; and overall management of telecommunications.



Ivan Carolus

Chief Director: People Management Practices

Ivan Carolus, former Director: Human Resource Administration (Rural and Office based), has been promoted to Chief Director: Human Resources with effect April 2013. Carolus entered the Public Service in 1977. He studied part-time at the then Peninsula Technikon (Cape Peninsula University of Technology) and obtained the National Diploma in Public Administration. He continued his part-time studies

at Stellenbosch University and obtained a Higher Diploma in Public Administration.

Functions

The components of the Chief Directorate include Recruitment and Selection; Strategic People Management; Service Benefits as well as Employee Relations.



Matthys Cronjé

**Director:
Strategic
People
Management**

He graduated from Stellenbosch University with an Honours degree in Public Management. He completed various short courses in Human Resource Management as well as an International Study Tour on Public Service Reform to Australia and New Zealand. His Public Service career started at the Department of Education in 1992 and he gained extensive experience in various HR disciplines over the past 22 years. “I am a seasoned traveller and like to experience various cultures both local and international. I have a thirst for knowledge and enjoy reading and mountain hiking.”

Functions

Responsible for people policies and planning; post provisioning; performance management and development, health and wellness.



Norman Daniels

**Director:
Service
Benefits**

Norman Daniels started his Public Service career on 1 February 1973. He started out in the Finance and Stores Section at the Bellville Office of the erstwhile Administration of House of Representatives. Norman is a seasoned Human Resources Practitioner, especially with regard to the service conditions and benefits of educators. He has been involved with the human resource administration of state employees, mostly educator staff, at the Head Office level since 1 October 1978. He represents the WCED on a number of forums at national and provincial level and is a member of the Provincial Education Labour Relations Council since its inception. He has always played a pivotal role with regard to the development, improvement and enhancement of HR-policies and systems in the WCED. Mr Daniels was promoted to the rank of Director with effect from 1 January 2001.

Functions

Responsibilities include the administration of service benefits, handling of salaries, pension and leave applications and processing of transactions on Persal in respect of all employees in the employ of the WCED.



Salie Faker

**Director:
Employee
Relations**

Salie Faker matriculated in 1984 at Harold Cressy High School in District Six. He worked in human resource management with the education department before switching to labour relations in 1994, with the dawn of the new South Africa and the promulgation of the new Labour Relations Act. Mr Faker has a National Diploma in Personnel Administration, a Diploma and Advanced Diploma in Negotiations and a Master's Degree in Labour Law. He is currently the WCED's Chief Negotiator on education. He represents the WCED on various bargaining councils on both a national and provincial level and served on many national and provincial task teams.

Functions

The Directorate: Employee Relations is responsible for managing labour relations within the department, interaction with organised labour, disciplinary and misconduct processes, dispute resolution and strategies to prevent labour unrest. The directorate is responsible for training and development, as well as research and policy development, on labour relations matters.



Alan John Meyer

**Director:
Recruitment
and Selection**

Alan Meyer, Director: Recruitment and Selection, is a familiar face at the WCED. Meyer started his career as a teacher at Fairmount Secondary School in Grassy Park in 1986. He was promoted to principal at Perivale Primary School in 1999. After a stint in ICT, he joined the WCED again in 2005 managing Employment Equity and Transformation. In 2008, Meyer was appointed Deputy Director in the Office of the Premier, managing transversal HR Systems. In 2009, he was appointed Director: Integrated Financial Management Systems (IFMS) at DPSA where he managed the development and implementation of the IFMS Human Resources solution. Meyer's vision for his directorate is to maintain a vacancy rate of below the national average and to attract and appoint the ideally skilled person, to the right position at the right time. He is a keen golfer and enjoys to reading up on trends in ICT and HR.

Functions

Responsible for recruitment and selection, establishment management and the PERSAL support office

