

EDU Staff Meeting

Tuesday, September 4, 1973

Present: Green, Fitzgerald, Engler, Woodson, Levy, Martin

1. **Ambassador Whitehouse arrives September 11. There will be a briefing for him September 13 and a community-wide reception September 15.**
 2. **Dr. Hayden Williams, President of the Asia Foundation, will be in Laos September 8-11.**
 3. **Mr. George Bliss, new Assistant Director for PPC, will arrive next week.**
 4. **Mr. Mann is planning weekly meetings to review progress of agriculture projects and other activities in MR II. Bud Lane will be the Ag. advisor in the area. Gus Carlson will replace Lyle Marsh as the PWD advisor.**
 5. **Ken Myers is being assigned as PWD advisor for the Savannakhet area.**
 6. **The new PER forms will be explained on Friday, September 7. Lee and Norm will attend the 0900 session. Hunter will attend the afternoon session at 1500.**
 7. **Mr. Mann is planning to hold a meeting for everyone in the Mission involved with nutrition work. Wants better coordination.**
 8. **Information for the Dry Season Review is due to Norm September 7.**
 9. **Final inspection of the Fa Ngum Curriculum Center building will be held at 10 a.m., September 5.**
 10. **The Hawaii Team meeting will be held on Thursday, September 6.**
- Reminder: Office party for Elsie will be at 1630, same day.**
11. **The Maintenance workshop is in progress at Fa Ngum.**
 12. **SSWE students have completed 57 Lao adult literacy readers so far. Sample copies can be seen in Lee's office.**

13. Hunter reports work has started to tear down a building at the Tafforia School to make ready for the National Educational Research Center.
Larry reports three French advisors have been appointed to the center.

NWG:el