1. The meeting was attended by Alf Simpson and Cristelle Pratt (SOPAC), Hans Thulstrup (UNESCO- Apia), Julie Hall (NIWA), Carole Young (Team Solutions), Keith Hartle (Dargaville High School), Dean Roemmich (Scripps) and Bill Erb- Chair (IOC-Perth). This represented the full steering committee.

2. Julie Hall provided a short summary of the SEREAD activities since the previous meeting on October 7, 2002 in Nadi, Fiji. The full management of SEREAD lies with Julie Hall at NIWA now that the funds have been transferred from IOI-Pacific to NIWA. IOI-Pacific has withdrawn from the project although IOI Headquarters remains involved. The New Zealand SEREAD project has not been implemented so the team at NIWA has solely worked on Pacific SEREAD.

3. Keith Hartle and Carole Young reported on their development of the resource materials and the results of teacher workshops.

Three books have been prepared for Lower Primary School, Upper Primary School and Lower Secondary School. After final editing they will be distributed to teachers during the teacher workshops planned for Rarotonga, Samoa and Fiji. Dean Roemmich will review the secondary school resource book and a science editor will review all three volumes. The Steering Committee was very impressed with the quality of the material and gave much credit to Keith and Carole who contribute their time without remuneration.

A workshop was conducted in Rarotonga in December 2002, attended by fourteen teachers and representing seven primary schools, Lessons learned in Rarotonga were:

- Have a Champion to work with in region
- Teach basic science concepts to the teachers who do often not have this base to work from
- Internet will not be suitable for most schools
- Overheads needed instead of powerpoints for presentations and leave key overheads with the schools for use in the classroom
- Teachers involved in the training workshops should be encouraged to provide feedback to the SEREAD team to enable improvement of the resource material for use in the classroom.

Future workshops planned are Rarotonga (followup) in September 2002 including Aiataki and Mingaia and Samoa and Fiji in early December. Gail Townsend with the school support services in Rarotonga will assist with logistical support in Rarotonga, Hans Thulstrup will assist with Samoa and SOPAC will assist with Fiji. Hans has offered use of the UNESCO Conference Room in Apia and the new SOPAC facilities will be used in Fiji.

4. The Financial Statement provided by Julie was reviewed and accepted by the Steering Committee (see attached). The funds remaining, approximately $23K NZ,
are sufficient to support the planned activities through December 2003. To continue SEREAD beyond that will require supplemental funding. Keith and Carole are pleased to continue their work for SEREAD essentially for at least three more years as long as their travel costs are covered.

5. The Steering Committee agreed that an Annual Report was required in time to present it to the Governing Council meeting of SOPAC in September. This is intended to summarize past activity, identify activities through the end of 2003 and to include a financial plan for 2004-5 with planned activities. This will be prepared by Julie and the NZ team and be reviewed by the Steering Committee. The report will be needed to approach sponsors for new funding and it does not have to be lengthy but rather succinct. The relationship with current sponsors appears to be good.

6. Future plans and activities include:

- Argo Science Meeting Tokyo in November-display SEREAD poster. Dean/Cristelle
- Expansion to other countries: Canada, U.S. Australia. SSC
- Inject internet use in secondary schools if possible. NZ Team
- Broaden project concept to ocean observing system not just Argo. SSC
- Link to JCOMM, GOOS IGOS capacity building panels. NZ Team
- Update PPT of SEREAD for use at STAR meeting in Sept. Julie
- Prepare poster from PPT. Cristelle
- Use Barbados +10 in August 04 to promote project. SSC
- Meet with UNESCO Commission during SPREP meeting. Alf and Hans
- Attend A2 E2 meeting in Adelaide in September. Carole
- Place resources on Argo Science Team website. Dean, NZ Team
- Give SEREAD presentation at the Pacific Directors of Education meeting in Rarotonga in November. Carole
- Contact IOI regarding funding support via their “women and children” program scheme. Bill

7. Dean provided a brief update on the Argo program. There are now approximately 870 floats deployed. Most areas are pretty well covered with largest gap in Southern Hemisphere between 10 degrees South and 45 degrees South. The target of 3000 floats by 2006 remains. The Argo Science meeting will take place in Tokyo during 12-14 November. Sponsors there will have to be convinced to maintain the array if long term benefits are to be expected.

8. The SSC discussed in some detail the future direction for the project. Generally there was consensus that if the project was successfully reviewed by those involved in the pilot schools the SSC should devise a plan for making the project operational with a permanent staff and secure funding. The timing for the review would be roughly this August 2004. There was agreement that the project should be returned to the Pacific pending identification of an appropriate coordinator. The new model for operation could be project management at SOPAC, coordination by an appropriate person in the Pacific either at SOPAC or elsewhere, and scientific and technical support from NZ. The SSC agreed to consider this and provide their input to Bill for future reference.
9. The SSC was extremely satisfied with the progress made in the last ten months particularly and congratulated Carole and Keith on a very fine job. Julie was thanked for her excellent support of the meeting and in providing the venue.

10. The meeting was concluded at 1500 with agreement to meet early in 2004.

Attachments:
SERead Financial Statement to August 2003

Final version: September 11, 2003
Financial Statement of SEREAD Project

Income to date* $18,957.60 US, $42,036.29 FJD.

Expenditure during management of the project
at IOI Pacific from Robins Souths
2001/02 financial report $15,830.40 FJD.

Transfer of funds to NIWA $26,206.29 FJD $27,531.00 NZ

Expenditure since transfer of funds to NIWA for

Travel for Julie Hall to Steering Committee meeting
Nadi, October 2002 NZ $ 1517.02

Rarotonga teacher workshop December 2002
including travel costs for Keith and Carol,
teacher kits, meals for workshop attendees. NZ $ 3150.34

Total NZ $ 4667.37

Funds remaining for SEREAD project NZ $22,864.00

* This includes the following contributions:

<table>
<thead>
<tr>
<th>Sponsor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOPAC</td>
<td>US $ 3,000.00</td>
</tr>
<tr>
<td>UNESCO</td>
<td>US $ 3,800.00</td>
</tr>
<tr>
<td>IOC Perth</td>
<td>US $ 2,990.00</td>
</tr>
<tr>
<td>IOI – International</td>
<td>US $ 3,967.50</td>
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<tr>
<td>NOWA</td>
<td>US $ 3,000.00</td>
</tr>
<tr>
<td>POGO</td>
<td>US $ 3,000.00</td>
</tr>
</tbody>
</table>

Please note that the confusion over the funds transferred from IOI Pacific to NIWA was a result of a misunderstanding of the funds contributed to SEREAD by IOI Pacific. Although a contribution of $3,000 US had been pledged, these funds were not transferred into the SEREAD account and therefore were not available for transfer from USP to NIWA. At this stage it does not appear to be possible to recover these funds.

Please note, however, that funds from all the other sponsors of the SEREAD programme are fully accounted for.