



2st transnational project meeting minutes

“Innovative Teacher – Motivated Student:

Collaborative Problem Solving” No. 2015-1-LT01-KA201-013472

Date: 18-04-2016 – 20-04-2016

Venue: Meriton Old Town Garden Hotel (Pikk 29/Lai 24), Tallinn, Estonia

Participating partners:

- 942181080: UGDYMO PLETOTES CENTRAS
- 947686412: Alytaus Putinu gimnazija
- 983256215: OU MIKSIKE
- 933171526: Center for Education Initiatives
- 940863141: Congregazione suore Francescane Missionarie del sacro cuore
- 947271737: CONSELLERIA DE CULTURA, EDUCACION E ORDENACION UNIVERSITARIA
- 948446892: CREF - Centro de Recursos Educativos e Formação
- 949382651: EPIMORFOTIKI KILKIS Single Member llc
- 930706465: 1o Geniko Lykeio Thessalonikis

Head of meeting: Eglė Vaivadienė, Education Development Centre, Project coordinator

Minute taker: Kristiina Rattasepp, OÜ Miksike



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1. Agenda

2st transnational project meeting

“Innovative Teacher – Motivated Student: Collaborative Problem Solving”

No. 2015-1-LT01-KA201-013472

| | |
|---------------|--|
| Date: | 18-04-2016 – 20-04-2016 |
| Venue: | Meriton Old Town Garden Hotel (Pikk 29/Lai 24), Tallinn, Estonia |

Work programme

| | | |
|------------------------------|-------|---|
| 17th April | | |
| 12:00 | 24:00 | Arrival of participants |
| 18th April | | |
| 9:00 | 10:00 | Welcome meeting at the conference room Presentation of goals and objectives of 2 nd Transnational partnership meeting. The evaluation of the work done and review the further plans |
| 10:00 | 10:30 | Coffee break |
| 10:30 | 13:00 | Preparation of the interim report: Workshops, Part 1. The evaluation of Intellectual Output No1: Professional Development (in-service training) Program (PDP) for teachers and educators (O1) and methodological material (the analysis of the situation). |
| 13:00 | 14:00 | Lunch break |
| 14:00 | 15:00 | Workshops, Part 2. Project Intellectual Output No1: The evaluation of the Intellectual Output No1: Professional Development (in-service training) Program (PDP) for teachers and educators (O1) and methodological material (preparation to the seminar in Greece). |
| 15:00 | 15:30 | <i>Preparation of the interim report:</i> Workshops, Part 3. Review of Agreements on partner responsibilities and obligations. Drafting of monitoring plan. |
| 15:30 | 16:00 | Coffee break |
| 16:00 | 17:00 | <i>Preparation of the interim report:</i> the financial part (Budget Management: justified and unjustified costs) |
| 18:00 | 19:00 | Dinner |
| 19th April | | |
| 9:00 | 10:00 | Workshops, Part 4. Project Intellectual Output No2: Collection of good practices: analysis of situation. |
| 10:00 | 10:30 | Coffee break |



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| | | |
|-----------------------------|-------|---|
| 10:30 | 11:30 | Discussion: how to involve in our project 2-4 schools (16-18 teachers and 260 pupils) and collect examples of good practices. |
| 11:30 | 13:00 | Part 5. Intellectual Output No2: Collection (examples) of Good Practice (presentation of partners). |
| 13:00 | 14:00 | Lunch break |
| 14:00 | 15:30 | 6. Intellectual Output No2: Collection (examples) of Good Practice (presentation of partners). |
| 15:30 | 16:00 | Coffee break |
| 16:00 | 17:00 | Part 7. Intellectual Output No2: Collection (examples) of Good Practice (presentation of partners). |
| 17:00 | 17:30 | Discussion: Collection of DLO. Will we use the Collaborative Problem Solving (CPS) tool for creating Digital Learning Objects (DLOs)? |
| 18:00 | 19:00 | Dinner |
| 20^h April | | |
| 10:00 | 18:00 | Visit to science Centre AHHA Departure of participants |



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2. Minutes

Meeting started by presentation of the project goals and objectives by coordinator.

It was agreed that project files will be available in <https://drive.google.com/drive/folders/0B6Rc6pqF71RFb2lBdmt2cWxUeWs> and every partner has access to use it.

Next meetings:

20-24th of June 2016 / Short-term joint staff training event in Greece / 2 participants

Practical implementation of PDP review of collection of good practices.

27.02–3rd of March 2017 / Short-term joint staff training event in Italy / 3 participants /
Development of all intellectual outputs.

11th of July 2017 / Final international conference (45participants) in Portugal,

12-14th of July 2017 / Transnational partnership meeting in Portugal

Thematic areas:

Preparation of the interim report

Workshops about Professional Development Program (PDP) and it`s modules (objectives, structure, competencies elements, values, etc.).

Finalizing in-service program objectives.

Finalizing questionnaires.

Decisions about the structure of good practices.

Discussion about how to motivate teachers/schools.

Planning short-term joint staff training event in Greece (trainers, materials etc).

Project management and implementation (budget issues, documents, needed files etc).

2nd day of the meeting

Collection of good practices

Discussion about involving 2-4 schools (16-18 teachers and 260 pupils) and collect examples of good practices.

Presentations of good practices by partners.

Collection of DLOs.



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3. Decisions

| NO | Decision/ Task | Deadline | Responsible institution |
|----|--|-----------------------------------|--|
| 1 | Templates for Good Practice (DLO) | 1 st week of May, 2016 | Kristine Liepina, Centre for Educational Initiatives |
| 2 | Competence List | 1 st week of May, 2016 | Education Development Centre / Eglē Vaivadienē, Giedrē Tumosaitē |
| 3 | Finalizing the program - material, references (according to the modules). | 3 th of June, 2016 | All partners (according to the modules). |
| 4 | Questionnaires | 1 st week of May, 2016 | Education Development Centre / Eglē Vaivadienē |
| 5 | Feedback about the questionnaires | 3 th of June, 2016 | All partners |
| 6 | 100 students, 20 teachers from a partner are expected to fill the questionnaires (Survey Monkey or Google Form) | 3 th of June, 2016 | All partners |
| 7 | Meeting minutes | 27 th of April, 2016 | OÜ MIKSIKE, Kristiina Rattasepp |
| 8 | Budget (financial report) Jose will improve Budget tool until Sunday, Egle will put it to Google Drive. Partners will add information. Link to budget form: https://drive.google.com/drive/folders/0B6Rc6pqF71RFb2lBdmt2cWxUeWs | 29 th of April, 2016 | All partners |
| 9 | Trainers of modules should co-ordinate their preparation of the course. | | All partners |
| 10 | Information about the participants of the training course | 29 th of April, 2016 | All partners |
| 11 | Information of the persons responsible for O1, O2 and O3 in the partner organizations . | 29 th of April, 2016 | All partners |



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4. List of participants

The purpose of the activity: participation in 2st transnational project meeting

Dates: 18 – 20 April 2016

Venue: Meriton Old Town Garden Hotel (Pikk 29/Lai 24), Tallinn, Estonia

| No. | Name | Surname | Position, organization | City, Country | Signature |
|-----|-----------|----------------|--|--------------------|-----------|
| 1. | DANA | SABALIAUSKIENE | ALYTUS PUTINAI GIMNASIJA | ALYTUS, LITHUANIA | |
| 2. | VIRGINIA | VASILIONIENE | ALYTUS PUTINAI GIMNASIJA | ALYTUS, LITHUANIA | |
| 3. | Ms LVE | ANES FANDINO | XUNTA DE GALIZIA | Sachago, SPAIN | |
| 4. | Kristina | Rattasepp | Miksike | Estonia | |
| 5. | KRISTINE | LIEPINA | CEI | LATVIA | |
| 6. | Loukia | Souridi | 1 Lyceum Thessaloniki | Greece | |
| 7. | Maria | Ziaga | 1 st Lyceum of Thessaloniki | Greece | |
| 8. | Nicolas | Georgiadis | Epimorfotiki Kikis | Greece | |
| 9. | FRANCESCO | GVI | SAPIENZA UNIVERSITA' ROMA | ITALY | |
| 10. | ANNA | LENZINI | SC. MEDIA VIA DELLA MARATONA - ROMA | ITALY | |
| 11. | MIHKEL | PILV | MIKSICE | ESTONIA | |
| 12. | EGLÉ | VAIVADIENE | EDUCATION DEVELOPMENT CENTRE | VILNIUS, LITHUANIA | |
| 13. | José | MALDONADO | CRIF | PORTUGAL | |
| 14. | Georgi | Tanasovitch | Education Development Center | Vilnius, Lithuania | |
| 15. | VITOR | COSTA | CRIF | PORTUGAL | |

receiving organisation: Mihkel Pilv, MIKSICE

Signature



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5. Pictures





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