

1st Transnational Project Meeting Go For Literacy to Enlighten your Future

29th & 30th November 2017
INS MARINA- La Llagosta (Barcelona).

ERASMUS + PARTNERS					
ATTENDEE NAMES					
ABAD, RAQUEL	X				
AKINCI, MUSTAFA	X				
DUBOS, CAROLINE	X				
GIMÉNEZ, ANABEL	X				
KERIHUEL, VIRGINIE	X				
KOMPA, MAUREEN	X				
LILLES, INGRID	X				
ROTHMETS, KERSTI	X				
SCHNEIDER, KERSTIN	X				
SUSAM, MEHMET	X				

MEETING TO DISCUSS:

1. REVIEW OF KEY PROJECT ISSUES.
2. EVALUATION OF ACTIONS A1/A2
3. PLANNING AHEAD: ACTION A3
4. PROJECT LOGO CONTEST
5. ETWINNING PROJECT PROPOSAL
6. COMMUNICATION CHANNELS
7. 1ST YEAR MOBILITIES- SETTING THE DATE

1. Ms. Abad opens the meeting. The coordinator provides an overview of the aims and development of the target project. This is done by means of reviewing the project main common space for coordinators work, the wiki, as well as a GFLEF infography provided by the coordinator to disseminate project main objectives, evaluation processes, outcomes expected among others. Everybody agrees on the wiki to be convenient to be used by coordinators as a common workspace.

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2. The coordinator congratulates partners for the work done so far. Actions 1 and 2 have been generally successful, and coordinators have involved their students in other project-related tasks such as celebrating the International Literacy Day on 8th September 2017, and Erasmus Days in October, both were a good introduction to our project, as it's been shown on our wiki (project outcomes folder). The coordinator shows how her school website contains updated information about Erasmus + project as well as emphasizing the importance of having a visual space devoted to project's dissemination at school. (Erasmus + corner). Moreover, dissemination in local press and other media is also mentioned.
3. Coordinator highlights that each country is responsible for implementing one final task, as agreed:
 - a. **Project webpage** (France)
 - b. **Logo Contest** (Germany)
 - c. **Project Poster** (Estonia)
 - d. **Twinspace** was supposed to be done by our Irish partner (who resigned last August 2017). Since Turkey partner is ICT teacher, he offers himself to be in charge of creating and dealing with our project Twinspace.

A task calendar was shown by the coordinator, which indicated actions to be implemented during the 1st year of the project: among others, all partners must organise a **Book Fair** during April /May 2018. French one will be hold during the mobility in May 2018.

Moreover, the coordinator reminds partners that during January and February 2018, partners must start brainstorming and collecting reading strategies implemented at their schools to be shared in the next mobility in Germany. As it is stated in our project agreement:

- a. The work package "The Teaching of Living Abilities with Literacy: reading strategies" will be coordinated by Germany.
- b. The work package "The Teaching of Living Abilities with Literacy: listening and speaking strategies" will be coordinated by France.
- c. The work package "Inspire Cross-Curricular Approaches: Literacy lessons" would be coordinated by Estonia

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- d. The work package “The Teaching of Living Abilities with Literacy: writing strategies” was initially coordinated by Ireland (they resigned last August 2017). Therefore, Spanish and Turkish partners suggest to work cooperatively to coordinate together this package.

The German partner also suggests to have a common template to collect all the info for manuals. The coordinator states that she will provide partners with it. Turkish partner adds that it's very important to be coherent since these manuals will be printed. Spanish partner also states these that manuals will have an electronic version on our project's website. According to project agreement, these must be online until 2021.

4. Regarding **logo contest**, it is been agreed on organising it at school level during December 2017. Each country must send Kerstin Schneider and Raquel Abad, the three winner logos by mail no later than **23rd December 2017**. Our German partner will deal with google forms for teachers to start voting on the **10th and 11th January 2018**. By 12th January there must be a winner. We must get between 10-15 teachers to vote their favourite logo. Voting their own country logos is not allowed. The coordinator and the responsible partner will discuss rules for the contest by mail. Instructions of submission will be uploaded by German partner on the project wiki. All participants must get a participation certificate: at a school level (by each country coordinator) and for the winner logo, done by the German partner.
5. Regarding our **project outcomes**, the coordinator explains this project will be just implemented by teachers. And the European objectives of the project have to do also with the involvement of a maximum number of students at school. The project is not just for those who travel. Therefore, she suggests to use **Twinspace** as the site used by students (guided by teachers), to upload tasks related to skills, exchange opinions and communicate. Therefore, both teachers and students must be registered on Etwinning for this purpose. The idea is to create a common workspace for learners from the different partners' countries to work together in exchanging the way they learn through tasks exhibited or to create a final common outcome (to improve their skills and to promote other transversal competences). This will be more thoroughly discussed via Skype by coordinators.
6. Regarding **communication channels**:

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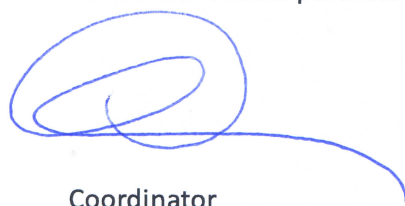
- Coordinators of the project suggest it could be convenient to arrange **videoconference** via Skype for coordination work. All partners agree with this. This will start in January 2018. The coordinator will arrange a monthly calendar uploaded on the wiki.
- **Wiki** is settled as the coordinators' workspace
- The coordinator offers herself to start a new **facebook profile page** of the project to disseminate activities, news, mobility pictures among others.
- Each country must create its own project **blog** to be the dissemination channel of actions implemented at a school level. France, Turkey and Spain have already did it. All the dissemination sites must be interconnected (wiki, blogs, website, facebook page)
- France is the responsible to start the new project **website**.
- For formal communication among coordinators, the coordinators will use **mail** (mailing is uploaded on the mailing wiki folder for coordinators' disposal). According to project agreement, it is reminded that mails must be answered in three days as a maximum.
- For informal, urgent or during mobilities communication among coordinators, the coordinators will use **whatsapp** group.

7. Next mobilities during 2018 have been scheduled as follows:

- **Germany (C1 Teachers' Training Mobility)** : 18th-24th March (2 days to travel)
- **France (C2 Pupils' visit):** 28th May - 3rd June (2 days to travel).

Students will be accommodated in families. The French partner asks, if possible, to host 2 boys and 2 girls from each country (equality).

The co-ordinator thanks partners for their contributions and closes the meeting.



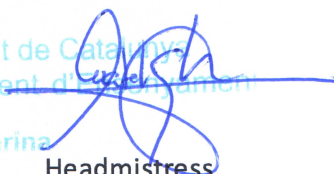
Coordinator
Raquel Abad Fernández



Generalitat de Catalunya
Departament d'Ensenyament



Institut Marina



Headmistress
Ana Isabel Giménez