



Project 'Education for Citizenship Competence to Participation and Sustainability'



5th MEETING ON LINE OF THE PARTNERS

June 22nd 2023, h. 4:30 p.m. Italian time

MINUTES

Participants:

ES - Lidia Santana Vega, Olga González Morales, Milena Trenta.

IT - Olga Bombardelli, Alfonso Pantaleo, Laura Simeon.

RO - Iulia Coman, Dan Popescu.

The meeting is devoted to the summary of the performed activities and to the tasks to be done, according to the list of activities linked to the Application.

The LTTA were concluded in the three Countries. Participating teachers expressed satisfaction with their work. Italian ECCOPS staff is using an anonymous online questionnaire to collect the feedback of the Italian teachers on the LTTA; this is shared; of course, the partners are expected to use different questions according to their situation.

The participant partners analyse all points in a memo, summarising the various project activities, and agree on the next steps.

Much of the common work has been performed.

The current version of the Toolkit, Competence cards and Matrix of competences are in draft version; once the final versions are completed, they will be translated into the national languages of the partners.

Each partner still has to provide a set of data/information which constitutes the supporting documentation for the final report to be submitted by the coordinator to the National Agency for the evaluation of the project.

Missing data concern in particular: webinar for teachers, European pilot course, first Multiplier Event, reporting Dissemination and reporting Quality Assurance. **A summary of all evidence to be provided is included at the end of these minutes.**

The tasks of the partners are listed especially in the last column at the right in the table. Evidence collection templates and other useful materials can be found in the restricted area of the ECCOPS website, folder Meeting online 22nd June 2023 (<https://eccops.uciim.it/meeting-online-22nd-june-2023/>).

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The partners decide on the date of the last online transnational meeting: 8 September 2023; a second day of common work on line has to be scheduled.

The meeting is closed at 6 p.m. Italian time.

June, 28th 2022

Olga Bombardelli and Laura Simeon

SUMMARY OF WHAT TO DO AFTER THE 5TH MEETING

ACTIVITY	JOINT-AGREED WORK	RESPONSIBILITY WORK OF EACH PARTNER
Management	divulgative and scientific individual and joint publications	Documentation of expenses
Dissemination and exploitation	Newsletters	Mailing list (at least 1000 addresses in each country) Report from each partner on its dissemination activities Template: ECCOPS Dissemination Report each 8 months Translations of newsletters into the national languages
Quality Assurance		Report from each partner (each 8 months) Template: ECCOPS internal monitoring report QA
State of art: curricula, research, needs	Final version to be discussed together	
Toolkit	Final version of: 1) Teaching guidelines (20 pages in English) 2) Teaching tools / five Chapters (40 pages)	Translation of the final shortened version of Teaching tools/Chapters into the national languages
Competence cards	Final version, forwarded to Spain for checking	Translation of the final version into the national languages
Matrix of competences of the teachers	Competence matrix questionnaire, sent from Spain for checking	Translation of the final version into the national languages
Webinar for teachers	<u>The list of teachers from Romania and Spain</u> who participated in the three European meetings and <u>the list of Italian teachers</u> who participated in the European and national meetings are uploaded on the ECCOPS	List of the teachers involved in their own country (at least 10 from at least 3 schools/centres) <u>fill in the table:</u> schools-teachers_IT+RO+ES

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	<p><u>website:</u></p> <p>attendance webinar-EU teachers ES attendance webinar-EU teachers RO attendance webinar teachers IT complete d</p>	<p>Dates of the 3 national meetings and the teachers who attended in their own country</p> <p>Certificates of participation of teachers from their own country in the webina</p>
European pilot course		<p>*Schools/centres (at least 3) - number of classes - number of students involved in their own country</p> <p>*Toolkit chapters chosen by schools in their own country</p> <p>*fill in the table: pilot-courses general overview</p> <p>Optional certificates of participation of classes from their own country in the pilot course</p>
Mutual supporting/ monitoring activity		<p>Number of videos recorded <u>fill in the table:</u> pilot-courses general overview</p>
<p>Meetings online</p> <p>13/12/21</p> <p>24/02/22 - 25/02/22</p> <p>30/09/22</p> <p>09/02/23</p> <p>22/06/23</p>	<p>In Tenerife and Rome, the evaluation form was <u>filled</u> out in presence.</p> <p>The form <u>will be filled</u> out for the next transnational meeting in September too</p>	<p>Filled evaluation meeting templates <u>See:</u> ECCOPS Evaluation Template meetings EN-ES-IT-RO</p>
First Multiplier Event		<p>Playbill and program on websites</p> <p>Number e-mail sent for invitation (list)</p> <p>Number people attending</p> <p>Number online participants</p> <p>Signatures of those present</p> <p>Attendance certificates, online too</p> <p>Evaluation questionnaire by participants</p> <p>Documentation of expenses</p>
2° Multiplier Event		<p>same as for the first</p>

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