



Project meeting, 14 – 18 October, Argostoli, Kefalonia

Host school: **3rd Gimnasium of Argostoli**

Present members (14):

1. Greece: Aliko Galiatsatou, Dimos Kouloumpis, Vivi Lampri, Eleni Georgopoulou
2. Portugal: Fatima Pais, Filipe Rosario, Jose Brito
3. Croatia: Irena Žiger, Neda Njegač
4. France: Claire Cenzato, Joelle Rochon
5. North Macedonia: Stefani Markoska Jakimoska, Milka Spaseska
6. Turkey: Alparslan Sarp

Agenda:

1. Welcome by the host school Principal
  2. Fixing the agenda for the meeting five working days in Argostoli.
  3. Presentations per country
  4. Presentations of sports, outdoor activities and traditions of each partner country
  5. Agreeing on dates of consecutive meetings, analysis of duties per country, specifying results, other details
  6. Choosing a project motto and logo
  7. Presentation: Sports events management (Filipe, Portugal)
  8. Other
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## MINUTES

Ad 1. Welcome by the 3rd Argostoli Gimnasium Principal, Aliko Galiatsatou.

Ad 2. Participating partners accept the proposed agenda for the five working days of the meeting in Argostoli (see attachment).

Ad 3. Project coordinator, Fatima Pais announces the presentations – topics and duration.

- representatives of each country take turns to present the main and specific characteristics: country, hometown, school system, school. All partners used PPP and films.

- participating partners get familiar with the details of other partners' country, hometown, educational system and the school itself

Ad 4. Representatives of each partner country present to others sports, outdoor activities and traditions typical of their country and the ones they can do with partners during meetings. Countries took over responsibilities for the following sports:

Turkey: trekking and archery

Portugal: surfing and trekking

Greece: sailing and rowing, hiking

Macedinia: handball and scouting

Croatia: badminton and rock climbing

France: skiing and biathlon

- partners also advise on the necessary conditions and equipment for the implementation of activities on mobilities

- each country will provide the minimum equipment for participants to be able to take part in outdoor activities or sports.

- students will stay with host families which will provide them with breakfast and evening meal, but if the school does not provide lunch at the school, the families will provide packed lunches for students.

- criteria on choosing students for mobilities (example in Portugal):

- a) average result of a student
- b) PE grades
- c) behaviour, participation
- d) medical certificate to be provided by parents

- number of students to be defined on the principle of reciprocity per country (e.g. no more than 4 sts to Cro, and Cro send no more than four sts to other countries)

Ad 5.

- Meeting in France: 16-22 February 2020

- Meeting in Macedonia: 3-9 May 2020

- Meeting in Croatia: 11-17 October 2020

- Meeting in Turkey: 7-13 March 2021

- Meeting in Portugal: 9-15 May 2021

- Meeting in Greece: 20-26 June 2021

**Responsibilities and the deadlines** were also agreed as follows:

- Greece will prepare all the necessary tools for the social media to be used for the project, **to be set up by 15<sup>th</sup> November** so that the students travelling to France might be able to introduce themselves rapidly.
  - FB webpage for everyone to visit, write and comment
  - FB group for sts to introduce themselves especially before mobilities; for materials to be uploaded by all member schools.
- Croatia has already set up **e-twinning facility** account but all members have to have an account, we all got invitation by e-mail from their NA – **to be done without delay**
- Macedonia is responsible for creating **evaluation forms** to be filled in at the end of each meeting. Prepare four types of questionnaires : for host students, for host teachers, for visiting students, for visiting teachers. These questionnaires to be put in created folders under Education. Partners will administer questionnaires in their respective countries and upload them.
- Portugal is responsible for creating a project **webpage** under domain: ksoat.eu
- Portugal will also create the project **brochure** containing all the material and project results.
- France is responsible for creating the final product: **photobook**, a physical one. If other partners want a copy for themselves, they will have to pay for it to France. Partners help with photo contribution – upload them on Google Drive. Create the photo group by 25th October.
- Turkey will do the **dissemination** of project but all partners will help and contribute in a way that we all publish on social media, traditional media, in printed versions such as leaflets, noticeboard pictures, headlines, or in any other way about the project, its values, involved teachers and students and its results. To be sent to Alp (Turkey) by **15 November**, i.e. always **one month after the mobility**. Turkey is responsible for sending reminders about dissemination to partners We need to sign the Partnership Agreement – to be sent to us by the project coordinator.
- All presentations from the first meeting to be put in a document form and to be uploaded on the Google Drive.
- Training done by Filipe Rosario on **Sports and Events Management** to be made into a certificate to be used for the continuous development purposes required by the ministries of education (certificates of attendance)- **by 31st October**.
- Croatia will organise **Erasmus corner** in the school by **31 October** (Neda). All schools must set up an Erasmus corner + send pictures of it
- **Attendance lists** always need to be printed and signed at the meetings by both teachers and students **on the first day**. After the activity to be scanned and printed out and uploaded in the Google Drive folder.
- **The host country** will be in charge of the **minutes** during the mobilities
- Travel logistics and room distribution: inform the host country **at least three weeks before the mobility**
- Send the host organisation important information about students e.e. physical, medical, dietary ...
- Host school try to pair up sts of the same sex, age, interests...

- Minimum condition for placing a student in a family: a single bed.
- Children take a small present to the family! And: Families collect money to buy a present for the host school.
- Evaluating the **impact** of the project! In order to measure the acquired knowledge of participants in a mobility, each partner school will produce a questionnaire which will check the participants' knowledge **before** and **after** the mobility. The same multiple-choice (3 choices) questions need to be applied in three sections: a) sports (15 questions), b) outdoor activities (10 questions) and c) traditions (10 questions). These need to be uploaded on Google **forms** and sts need to answer these online **one month before the mobility**. Statistics will be done automatically by the system!!!
- Certificates must contain **emails of all participants including students** as well!
- All payments to be carried out by the end of the year!!!
- **Students** prepare a **10-minute presentations** of their country and put them on minimum 3 pages in a Word document form
- All meetings should include a **meeting with the local authority!**
- Send brochures to other teachers for evaluation – in this way we check results.
- Participants take their European Health Card – in case of medical emergency.
- Portugal will provide a padlet in e-twinning facility where each partner school should write sth. Like comments, sts write their expectations and impressions
- Importance of **Mobility tool** for budget control

Ad 6. There were three proposals per country for each category. Partners voted and chose the logo and the motto for the project, which needs to be used on all project documentation further on (the chosen visual logo proposal of Portuguese students and motto proposal of the Turkish students: **Save your health through Erasmus open doors**, see attachment).

Ad 7. Presentation: Sports events management (Filipe, Portugal)

- workshop on Planning, Organisation, Execution, Post-event, Control and Evaluation of any event and in particular sports events in order for them to be successfully carried out and to achieve the best results.

Ad 8. As part of the first meeting participants

- were presented with the Greek national dances performed to the Greek traditional music by the 3rd Argostoli Gimnasium students

- visited and had a look around the new secondary school, gimnasium of Argostoli, rebuilt 3 years ago, after the earthquake in 2014,

- had a reception at the Regional Governor's for the area of Argostoli,

- visited the Nautical Centre of Argostoli and got familiar with the centre's activities, membership etc.

- visited the town swimming pool and watched the professional swimmers do their training and got familiar with the system of operation

- visited the National Park of Argostoli and learned about the unique and endangered species in the area

- visited the Cave Lake (bus tour)

- visited the St Gerasimus Monastery and church, (bus tour)

- visited the Folklore Museum of Argostoli

- visited the Embroidery and Lace Museum of Argostoli

- got familiar with the big earthquake of 1953 and 2014

- tasted and enjoyed plenty of traditional Greek food

Overall, the meeting went very smoothly, in agreement of all partners and was a great learning experience.