**ERASMUS+ PROJECT “WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”**

**(2016-ES01-KA219-025031)**

**CONSUEGRA TRANSNATIONAL MEETING AGENDA & REPORT- NOVEMBER- 2016**

**Coordination Team**

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**Project webpage**

<http://consaburuminternationaloffice.weebly.com>

**Organisation/ Venue**

IES Consaburum. Urda Road, 0- 45700- Consuegra (Toledo)

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Project Contact: **Teacher Angeles Anaya**, **ninesanaya@gmail.com**, +34 677 450 148

School & Hotel location:

*Hotel Rural “La Vida de Antes”*

*Calle Colón,2*

*IES Consaburum*

 *Carretera de Urda, 0*



**AGENDA**

**E+ Project “We want to volunteer to make the world a better place” 1st Transnational Meeting 2016 Spain**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Thursday, 3rd** | **Friday, 4th** | **Saturday, 5th** | **Sunday, 6th** | **Monday, 7th** | **Tuesday, 8th** |
| **4:00a.m.** |  |  |  |  |  | **Departure of Partners** from the hotel to “Adolfo Suárez- Madrid” Airport |
| **9.20** | Madrid best Sights:“Plaza Mayor” and all the streets around (known as “Madrid de los Austrias” neighbourhood). It’s traditional to have a beer and a sandwich of squids there  | **Official Welcome** **& Guided School Tour** (School management, teachers involved in the project, tour around the school, introduction to the Spanish Educational system, introduction to our school and the city of Consuegra) |  |  | **9:00 Coordinators Meeting** |  |
| **10.15** | The heart of Madrid, full of shops, called “Puerta del Sol”El Prado Museum  | **Guests’ Presentation “My country, my school, my voluteer”** 1º A/B Classroom. Poland & Finland**Coordinators Meeting** | **Visit to Consuegra: Discovering the WindMills and its monuments****\_\_\_\_\_\_\_\_\_\_**  | **Departure for Toledo: Guided Tour \_\_\_\_\_\_\_\_\_\_** | **Coordinators Meeting** |  |
| **11.10** |  | **Coffee Break** | **Coffee Break** |  |
| **11:40** |  | **Guests’ Presentation** “My country, my school, my volunteer”. **Latvia & Czech Republic** 1º D/C Classroom**Coordinators Meeting** | **Coordinators Meeting** |  |
| **12.35** |  | **Guests’ Presentation** “My country, my school, my volunteer”. **Italy** 1º E Classroom**Coordinators Meeting** | **Coordinators Meeting** |  |
| **13.30** |  | **Coordinators Meeting** | **Official Farewell** |  |
| **14.25** |  | **Lunch** | Meeting with Spanish teachers**“Fraternization Lunch”** |  |
| **16.00** |  | **Free Time** | **eTwinning Workshop** by Angeles Anaya Discuss the Webpage of the project & Blogs from the different schools |  |
| **19:00** |  | **Meeting with the Major at the town hall** | **Free time** |  |
| **20:00** |  | Dinner | Dinner | Dinner | Dinner |  |
| **23.30** | **Arrival of Partners. Meeting Point at the Airport arrivals at 23:00 \_\_\_\_\_\_\_\_\_\_**Transfer to Consuegra’s Hotel “La Vida de Antes” |  |  |  |  |  |

***\*Breakfast at Hotel***

***\*Monday Welcome Lunch at School and on its account***

***\*Monday Lunch at a Restaurant near Hotel***

***\*Meeting Point to pick the group up from the Airport at Terminal 1- arrivals (where the taxis are waiting)***

**TRANSNATIONAL MEETING REPORT**

The 1st Transnational Meeting of ” We want to volunteer to make the world a better place” Erasmus+ project was an event that brought together representative participants from all partner institutions involved in this strategic partnership

**Objectives**

* Planning the whole Project and dividing tasks
* Partnership agreements about dates of mobilities, ways of communication, student accommodation or other agreements involved during the mobilities
* Discussing how to accomplish the activities and tasks of the Project
* Getting to Know eTwinning platform and the TwinSpace of the project through a workshop
* Discussing, monitoring and evaluation of the activities

**Agreements**

The main objectives of the 1st Transnational meeting of the partners from this project was for all partners to meet, become acquainted to the project and discuss potential issues and significant matters at hand concerning the materialisation of the project.

We have used this meeting for planning the whole project, dividing tasks, signing partnership agreements about communication, student accommodation or other agreements; to discuss how to accomplish the activities and tasks of the project, to discuss monitoring and evaluation of activities and reconfirm tasks for the next period

**Day 1- Friday 4/11/2016**

**9: 20. Official Welcome** **& Guided School Tour** (School management, teachers involved in the project, tour around the school, introduction to the Spanish Educational system, introduction to our school and the city of Consuegra)

**10: 15. Guests’ Presentation** “My country, my school, my volunteer for IES Consaburum’s pupils. **Latvia, Czech Republic, Poland, Italy and Finland**

 **11: 30. Coordinators Meeting**

Dates of the next mobilities we set today and first arraignments made
1. Poland: **8-14.12.2016** Italy, Finland, Spain, Latvia
2. Latvia: **23-29.04.2017** Poland, Italy, the Czech Republic
3. Czech Republic: **4-10.06.2017** Latvia, Finland, Spain
4. Sicily **8-14. 10.2017** Poland, Spain, Czech Republic
5. Spain **the** **second half of February 2018** Poland, Italy, Latvia, Finland
6. Finland **22-28. 04.2018** The Czech Republic, Spain, Poland
7. Sicily **2nd TM** **10-15.05.2018** Poland, Finland, Spain, Latvia, Czech Republic

**Day 2- 7/11/2016. Preparing the 1st mobility to Poland & make the first agreements for all the mobilities**

**Common tasks**

* The host country will be preparing a presentation about its volunteering work, the whole of it to show it to the partners. On the other hand, each guest country will prepare as well a presentation about “their country, the city and our school”. We’re preparing documents to register by the students their volunteering work referring to annual peer education plan helping weaker students in their classroom and signed by the headmaster
* Multicultural farewell party with students, family, teacher and any representative of the Town Hall. Also each country are going to prepare a formal dinner for teacher as well, on behalf the host institution
* Each student must prepare some welcoming presents for their families (one traditional sweet/ candy plus symbolic souvenir) and the teacher will prepare it for the Local Authorities, for the Headmaster/ Headmistress, and for the coordinator teacher also
* During the 24 months of the project, **each country should do volunteering activities with its students in their own country**. Every country has to prepare for its host mobility: seminar/lesson/workshop given by the students and teachers (in English)

Brochure/ Leaflet on the topic cover by the seminar

* Every country has to prepare **a dictionary with 20 common expressions in the language of the host country.** We will prepare three 20 minutes lessons to practice this expression
* **English language course to hosting families** made by hosting students, in their homes. Some useful expressions. We will take pictures
* International project library: seminars brochures, dictionaries, the project book, and prepare a Erasmus+ corner in the library
* **Online Video Chatting on TwinSpace** between the coordinator to prepare each mobility. The frequency once per month. Last Tuesday of the month at 20:00 pm (at 21:00 pm for Latvia, Finland)
* All the crucial **information** will be on **etwinning platform**, and every **Tuesday** the coordinator should check eTwinning (every week), but **for quicker answers** we can be use the Watsapp group
* **Webpage of the project:** it should be prepared by Spain

**Specific Tasks of each task**

* In Poland we should discuss the common tasks for the next mobilities, but briefly we’re think about the other mobilities:

**Poland:** all countries will bring to Poland recycling materials to make a puppet here also, and there will be a competition. We must prepare a logo for the next Poland mobility and there we’ll have a contest. The entire proposal should be uploaded on etwinning TwinSpace and the every country will vote for them**.** Discussing the way of contact with Czech Republic because of its absence in Poland. Camilla will send her presentation to post it in the website so we should do. Even we will make a video of the polish lesson (each lessons in fact) and send it to the Czechs .

 **Costs:** For students we must prepare about 70€/ for teacher about 100€ for lunches and trips.

**Thursday** **20: 00 pm** arrivals from the airport and meeting in the school with the families. We´ll have snacks for us. We can get to Psary in a regular bus from the airport.

 **Friday**: welcome the students warmly and activities in the school. Transfer by school bus for and for the teachers we´ll have a bus which arrives directly to the school. Students must have regular classes there

 **Saturday and Sunday:** trips and visits around Poland. We will visit an orphanage to learn about the volunteering work doing by the polish team

**Monday:** self- country presentations by the students and ceramic workshops

Workshop of polish language

We will send the Poland coordination a photo of their faces and a little chart with allergies, interests, problems of health, behavior, personality, etc. Italian Coordinator will do it and it be shared

**Latvia:** before the mobility should take place every country should print its thoughts about a healthy life on TwinSpace. Preparing there the project Poem about volunteering and the presentation on TwinSpace (for the absence country) and the same for the rest plus bring with them fruits and vegetables to celebrate the “Salad Day”. Activity sport tournament

**Czech Republic:** Create a project bag, shadow theatre preparing by each school, and the absence ones will send it to other team. Workshop: making of project collage. We should bring something traditional of each country: spices. We’ll plant some trees

**Italy.** Workshop:each student has tomake a mosaic about other cultures. Project mind map about Europe. European traces in Sicily

**Spain.** Making a presentation about early school leavers and real stories preparing by the host country. Seminar about reducing early school leaving, why it is important to have full education (job shadowing, video and testimonial speech). Project memory book: student’s experiences about the project collected pictures, experiences, memories, felling etc, written down by the students on TwinSpace. Each country should have one printed copy. Making in Spain an advertisement spot about voluntaries celebrities’ stars from each country, so each country has to prepare it in advance and then do the making of

**Finland:** the best samples of volunteering. Each country has to prepare a presentation about the “local hero”, “The best volunteers of its home town”, so we will bring to Finland some books in English language from each country and leave them in the Iisalmi’s library. Seminar about being the European Citizen. Explore the nature from Finland

**Attendance List**

|  |  |
| --- | --- |
| **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031****Ms. Ángeles Anaya -SPAIN****Coordinator-ninesanaya@gmail.com****1st Transnational Meeting****IES Consaburum****Consuegra- Spain****VAT number /CIF: S4500193J****IES Consaburum****Carretera Urda s/n****45700- Consuegra** | **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”****2016-ES01-KA219-025031**Ms. Kamila Bendová- Czech Republic**Coordinator-**bendovakami@gmail.com**1st Transnational Meeting****IES Consaburum****Consuegra- Spain****VAT number: CZ25015052****Stredni odborna skola****Podnikatelska, s.r.o.****Topolova 584****Most- 43401** |
|  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031** Ms. Suhonen Tellervo-Finland **Coordinator-** tellervo.suhonen@iisalmi.fi **1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number: FI90860716**Juhani Aho schoolPäiviönkatu 8Iisalmi- 74100 |  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031**Ms. Katarzyna Baca- Poland **Coordinator-** katarzyna.abaca@gmail.com**1st Transnational Meeting****IES Consaburum****Consuegra- Spain****VAT number: PL6252080326**Gimnazjum im. m. J. Pilsudskiego w PsarachUl. Szkolna 32Psary |
|  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031**Ms. Caterina Basile- Italy**Coordinator-**basilecaterinamercedes@gmail.com**1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number**:**IT97164940823**Istituto comprensivo statale "monreale II”Junior secondary schoolVia Giovanni Paolo IIPioppo - Palermo  |  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031**Ms. Larisa Romanchuk- Latvia**Coordinator-** larrom@inbox.lv**1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number: LV9000737220****Daugavpils 10. vidusskola**Tautas iela, 11Daugavpils- LV- 5400 |
|  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031** Ms. Mervi Ollikainen- FinlandMervi.ollikainen@iisalmi.fi **1st Transnational Meeting** **IES Consaburum** **Consuegra- Spain****VAT number: FI90860716**Juhani Aho schoolPäiviönkatu 8Iisalmi- 74100 |  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031****Ms.** Grażyna Kruczek- Polandkruczekg@wp.pl **1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number: PL6252080326**Gimnazjum im. m. J. Pilsudskiego w PsarachUl. Szkolna 32Psary |
|  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031**Ms. Ivana Öhlschlegelova- Czech Republic**olsovka@seznam.cz** **1st Transnational Meeting** **IES Consaburum** **Consuegra- Spain****VAT number: CZ25015052****Stredni odborna skola****Podnikatelska, s.r.o.****Topolova 584****Most- 43401** |  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031****Patrizia Roccamatissi- Italy**patrizia.roccamatisi@gmail.com**1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number:IT97164940823****Istituto comprensivo statale "monreale II”****Junior secondary schoolVia Giovanni Paolo II****Pioppo - Palermo** |
|  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031****Valija Salna- Latvia**valijasalna@gmail.com**1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number: LV9000737220****Daugavpils 10. vidusskola**Tautas iela, 11Daugavpils- LV- 5400 |  **“WE WANT TO VOLUNTEER TO MAKE THE WORLD A BETTER PLACE”** **2016-ES01-KA219-025031****María Gutiérrez Moraleda**marygm1407@gmail.com**1st Transnational Meeting** **IES Consaburum****Consuegra- Spain****VAT number /CIF: S4500193J****IES Consaburum****Carretera Urda s/n****45700- Consuegra** |

Evaluation Form:

# 1st Transnational Project Meeting

**WHAT?**

Evaluation of progress made during the meeting

# INDICATORS:

* Sufficient information was sent before the meeting and communication was efficient
* Partners were given time for introductions (or re-introductions) and had time to update each other on their backgrounds and what they can bring to the project
* The agenda has been respected and any changes negotiated
* Partners have all contributed to the meeting
* The goals of the meeting were met
* The working environment was adequate for the proposed tasks
* Planned activities have taken place
* The partners have a clear idea of their next steps
* The accommodation, food and social element were adequate

**QUESTIONS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Preparatory work** | **yes** | **no** | **Comments** |
| Was sufficient information supplied before the meeting? | [ ]  | [ ]  |  |
| Was the work load prior to the meeting acceptable? | [ ]  | [ ]  |  |
| Did you achieve the tasks you were supposed to deliver before the meeting? | [ ]  | [ ]  |  |
| **The meeting itself** | **yes** | **no** | **Comments** |
| Did the meeting give adequate time to introductions and finding out the background of the partners? | [ ]  | [ ]  |  |
| Are you satisfied that you were able to contribute to the discussion and decision making? | [ ]  | [ ]  |  |
| Did the meeting adhere to the agenda and were any changes discussed? | [ ]  | [ ]  |  |
| Were the goals of the meeting achieved? | [ ]  | [ ]  |  |
| Are some goals not met? | [ ]  | [ ]  |  |
| **Other factors** | **yes** | **no** | **Comments** |
| Was the working environment satisfactory? | [ ]  | [ ]  |  |
| Were the accommodation, food and the social element satisfactory? | [ ]  | [ ]  |  |
| We now know each other well (professionally)  | [ ]  | [ ]  |  |
| **Follow-up** | **yes** | **no** | **Comments** |
| There is a clear and reasonable timetable in place | [ ]  | [ ]  |  |
| I understand my role in the project | [ ]  | [ ]  |  |

1 What do you consider to be the main strength of this project meeting?

2 Were there any weak points?

3 Can you see any problem areas for the project that should be tackled as soon as possible?

4 If so please suggest some measures or ways for solving the problem(s)

*Thank you very much!*