**Transnational Project Meeting**

Place: Blücherschule in Wiesbaden, Germany

Date: October 7th-10th 2015

**NOTES from the meeting**

**1. Welcome to all!**

DK: Tommy, Kamilla and Elisa

Wales: Paul and Gwennan

Spain: Carolina and Carmela

Italy: Luca and Lorena

Germany: Angelika and Regine

Iceland: Sigga and Helga

Regina told about the program during our stay.

**2. Review the plan for our project**

We went through the plan for all activities throughout our project.

*Iceland presented the idea for the project logo. There is a good story behind the logo.The flags will be made a little smaller to make room for the text “learn, create, communicate” at the bottom of the circle.*

***Deadline for the project logo: November 15th. Please send the scanned logo to all coordinators.***

***The logo should be used in all future publications together with the Erasmus+ logo from Denmark, which is added in the wikispaces under “Our links”.***

**3a. Transnational Project meetings and Learning Activities**

We went through the dates for the first year of the project and they will be updated in the wikispaces.

We will go through the meeting dates again in Italy in March 2016 for the second year of the project.

***Learning Activities:***

If there are not enough host families for the visiting students, the oldest ones could stay in a hostel but this depends on the age of the students.It is free of cost to stay in a host family. The children will bring their own pocket money. Some countries will ask the families for a contribution (around 100 euros) for the children to travel.

***Learning Activities and Transnational Project Meetings:***

There can be a fee for attending a LA to cover the cost food and/or program/transport. We will try to keep it to maximum 50 euros/participant.

***Economy:***

Each country will make a spread sheet to keep track with the economy.

Elisa will participate an economy meeting on October 21st 2015. We made a list of questions and she will come back to all coordinators with the answers after the meeting.

There has been applied for 4 students/LA/country, except Germany: 6 students to Italy and Iceland 2 students to Denmark and Germany. The economy for travels to LA under 2000 km is 275 euro + 55 euro x 6 days/student (100 euro/day/teacher). Elisa will ask whether we can send more students if there is money for that.

**3b. Communication tools**

- Wikispace: if you want to be added, send your mail address to Elisa.

- Denmark will be in charge of the webpage.***It will be launched by the middle of NOVEMBER.***

- E-twinning: Carmela showed us how to use e-twinning. All coordinators can edit the page and add students. SPAIN is mainly responsible for editing and updating the twinspace – please send the materials or questions to Carmela if in doubt. We get points in our evaluation for using the etwinning: that´s why it is important!

**4. Evaluation throughout the project**(Italy)

Luca tells about the purpose of the evaluation, what can be evaluated, who is doing the evaluation and about the different methods of evaluation.

- We all need a gmail-address

- Activities will be evaluated by all teachers who are involved, the coordinators collect the information and send final evaluation to IC Toscanini (to Luca)

- Luca will send an evaluation form for the activities that we will evaluate

- Coordinators for the evaluation:

Iceland: Sigga

Denmark: Elisa

Wales: Gwennan

Spain: Carolina

Germany: Katja

Italy: Luca

***PLEASE check that your address for sending an evaluation form is correct (you can find it in “home” page in wikispaces).***

**5. Review of the current project activities:**(All)

**A1. Hello Europe! (All)**

We exchanged maps, poster and other things for displays at partner schools.

Remember to evaluate this activity at your school and send the evaluation to Luca.

**A2. Eurobuddies (All)**

Some schools have started to form Eurobuddy – groups. Germany gave everyone a photo of their group.

***All other schools will bring photos of their groups to Italy.***

**A3. The Culture Box (All)**

All schools have worked with this activity in different ways. There have been displays at schools. Posters were exchanged.

**A4. The Culture Quilt (Germany)**

Germany presented the work and gave each school 3 A4 sized parts for the quilt.

***When a school hosts a TPM, they will give all the visiting schools 3 A4-sized parts for the culture quilt.***

**6. Planning forward**

**A6 Logo for the project (Iceland)**

Iceland will make the logo and post it to all by November 15th. The logo will be used in all future publications together with the Erasmus+ logo. Both can be found in “Our links” in wikispaces.

**A7 Webpage**

Denmark will work on the webpage and launch it by the end of November 2015. If you want Elisa/Tommy to add photos, send them to them via our facebook group. Don´t send many photos, just a few. Perhaps you want to add a short text?

If you want to add a film, send a link. Otherwise, you can give films to Elisa/Tommy during TPMs.

**A8 Visits at local museums (All)**

***When you have completed a cultural visit, send a photo of it to Elisa; it can be added to the webpage. You can also add it to the twinspace in etwinning.***

**A9 Design a diploma for Learning Activities (Wales)**

Wales will send add a template for the diploma in the wikispaces (Our links) by the end of November 2015.

**A10 My Christmas (All)**

All schools will send 1-2 examples of typical Christmas ornaments to all schools with instructions of how to do them. The deadline for the ornaments is November 27th.

You can send Christmas cards with the ornaments or later.

***How to write Merry Xmas and a Happy New Year in all languages? This will be written in the wikispaces under Project Activities by all schools!***

**A11 Get movin´(Spain)**

***Spain will come with the music to the dance by the end of December.***

**A13 The Project Song (All)**

***The project song will be completed in Italy.***

**A14 Design a poster for Learning Activity (Denmark)**

**A15 Sixty Inspiring Ideas to Teach Basic Skills (Iceland)**

**=>NAME CHANGED TO :Inspiring Ideas to Teach Skills**

***Topics:***

- social skills, ICT skills

- thinking skills

- digital citizenship (web ethics)

- mother tongue

- maths, science, investigation science

- outdoor learning

- art, music, sports, domestic science

***=> Each school have decided their topics by the end of December***

***=>page for this purpose is made on the wikispaces (Inspiring Teaching Ideas)***

***Iceland will make a template and send it to coordinators + add it to wikispaces under “Inspiring Teaching Ideas” by the end of January 2016:***

- subject

- age range

- skills to learn

- vocabulary

- materials

- differenciation

- space for photos

- name of the school

- project logo

- Erasmus+ logo

**A16 Virtual Tour at my school (All)**

All schools showed films of the work done at the schools or films from earlier projects.

***All schools will make new films about their schools by the TPM in Italy.***

**7. TPM in Italy (Italy)**

- fly to Malpensa airport in Milano

- hosteriadellaPista = accommodation; there can be made a joint reservation

***- Italy will send a programme month before the meeting***

**8. LA in Denmark (Denmark)**

***Denmark needs the names and the age of the students coming to Denmark by January 2015.***

***Denmark will add a presentation sheet for the children to fill in the wikispaces by the end of December.***

***Wales will make a safety procedure check list that will be used before all the LAs.***

Programme; Saturday and Sunday with the host family – no teachers until Monday. Friday is departure day.

Maybe an option for the smaller students to live 2 and 2 together?

Elisa will send links about accommodations

Easiest to fly to Karup Airport.

***THE OPTIONS FOR TRAVELS AND ACCOMMODATION WLL BE ADDED IN THE WIKISPACES BY THE END OF DECEMBER.***

**9. Economy**

Elisa will take part in an economy meeting in Denmark. After that she will inform everyone about the rules.

**10. Other issues**

- Visit of an Art TherapistTittus Grab: The children coming to LA in Wiesbaden will work together with Titus, perhaps with the Kunst-Koffer-idea?

- ***Partner classes: ask at home if any at your school wants to have a partner class to write with. We can exchange letters in the next TPM in Italy.***