

STRATEGIC PARTNERSHIP KA2- SCHOOL TO SCHOOL "EUROPE FOR INCLUSION"

Report on Things to do before the FIRST transnational Project Meeting

This document is used to definitely decide activities to be carried out till the FIRST transnational meeting, which will be held from 16th March to 20th March 2015 in Sanliurfa – Turkey

Date: 12th, 16th January 2015

Place: Fabrizio de Andrè Primary School - Sassari

Time: 14:30 – 15:30 on Monday 12th and 16:30 – 18:30 on Thursday 16th

Participants:

Poland: DONKE Lucyna, DROZDA-SZAJEK Małgorzata, GRZEŚKOWIAK Monika, KRZYSZTOSZEK Karolina, CHAŁUPKA Karolina

Portugal: NAMORA Filomena, FONSECA Ângela, RODRIGUES Ana, ARNAUT Cristina, LOJA Susana

Turkey: YETKIN Bahattin (Deputy Principal), CEYLAN Yakup, KANAT Ibrahim Halil, DURU Levent, HALAT Mehmet Emin

France: FELBER Philippe, BERLUREAU Isabelle, HOUDE Didier, LATHERRADE Emilie, MARTIN Laurence, TRIAS Sylvain

Lithuania : BARTUSEVICIENE Janina, JURKEVICIENE Joalita, NOREIKIENE Audrone , GVILDAITE Ausra, KAJALAVICIUTE Evelina

Latva : VĪTIŅA Linda, BALODE Silva, JAUCE Vita, ŠNEIDERE Elita, DANSINA Agnese Rode

ROMANIA: CHITU Diana - Elena, MANOLACHI Daniela, BORDEA Gabriela, IONESCU Elena - Carmen, PETRUT Daniela

Italy : *San Donato:* Ballicu Giuliana, Dettori Rosa Maria, Muroli Simona, Manca Gavinuccia, Lombardi Colomba, Cadeddu Anna Maria, Ruiu Giuliana, Noce Maria Carmela, Mulas Anna Maria, Sechi Dianora, Oggiano Marcella, Marras Mirella, Ziccheddu Pierfranca; Mulas Lucia, Piliu Paola, Ravagnani Monica.

Fabrizio de Andrè: Ara Giuseppina, Artudi Caterina Angela, Demuru Maria Renata, Pippia Tiziana Angela, Meloni Grazia, Falloni Maria Immacolata, Cabigiosu M. Liliana, Pinna Gavina Maria, Poddighe Giuseppina, Sias Valentina; Cossu Giuseppina, Diana M. Pina, Pani Angelica, Mura Caterina, Mura Donatella, Santoru Giovanna Angela, Sanna Giovanna Gavina; *Bancali:* Lo Iacono Manuela, Marongiu Maria Chiara, Virdis Maria Gavina, Pinna Daniela, Carta Chiara; Solinas Anna, Ligas Bernardetta; *Caniga:* Pintus Mario, Melis Giovanna Maria, Roggero Tiziana Maria, Corrias Rossella, Carta Pietrina; Marilisa Lai, Leone Graziella, Ladu Michelina, Moretti Carla, Stefania Nigra, Francesca Chessa; *La Landrigga:* Enna Franca, Deborah Porcu; *Scuola Secondaria di Primo Grado:* Defalchi Rita, Mancaleoni Antonella, Foddis M. Antonietta, Bucci Amalia, Stangoni Lorella

Minute taker: Patrizia Mercuri

Objectives of the meeting:

- Participants' presentation
- Agenda presentation
- Analysis of the project aims
- Evaluation policy
- Dissemination policy
- Communication policy
- Financial aspects

According to the work programme established in the project, these are the things we have to carry out before the first transnational meeting in Sanliurfa (Turkey)

TYPE	ACTIONS TO CARRY OUT WHAT	DEADLINE WHEN	AIM WHY	RESPONSIBLE CONTRIBUTORS WHO	UPDATED SITUATION
A1	Reading the "Index for Inclusion" by Booth and Ainscow, 2000	September 2014	Knowledge of the scientific framework	All partners	DONE
A2	Elaborating a grid to collect comparative information on the school system strategies for children with special needs in the countries involved	September 2014	A shared grid	All partners	DONE
A3	Enrolling to Etwinning	September 2014	Etwinning enrollment	All partners	DONE IN FEBRUARY 2015
A4	Setting up a multidisciplinary project teacher-team (Scientific Committee) and designate a leader for each country	October 2014	Group of work	All partners	DONE
A5	Elaborating the Annual	October/Novembe	Manual for the	Italy	DONE



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	Assessment Manual , Annual Quality Manual and trainees' journal	r 2014	self-evaluation		
A6	Report about the progress of the work carried out to send to the coordinating school	November 2014	Report on what done sofar	All countries	DONE
A6	Feedback from the coordinator on the reports received	November 2014	Report and evaluation on what done so far	Italy	DONE
A6	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	November 2014	Communication	All countries	DONE
C1	<p>Learning, teaching, training activity: Italy</p> <p>Aims: getting to know each other, creating a sense of ownership and starting a positive team building process, ensuring a common level of information and understanding of the project, revising work plan and making agreement on location of tasks and responsibilities, informing participants about contractual and financial regulations, over viewing of the project, introducing the project evaluation and dissemination strategy.</p> <p>Discussing about the comparative information on school systems arrangements as regards children with special educative needs.</p> <p>Overview of what done so far and what to do till the following meeting: elaboration of tools for the self-analysis of inclusion quality in our schools:</p> <ul style="list-style-type: none"> - Defining the objectives of the analysis and how to integrate them into the school planning - Defining the work methodology - How to create the project web site <p>Five days training course: didactic methods for teaching children with dyslexia, preparing a lesson and testing it in the classes</p> <p>Presentation of the project to school community</p>	<p>December 2014</p> <p>WE HAD TO PUT OFF THE VISIT BECAUSE NO COUNTRIES HAD RECEIVED ANY FINANCIAL SUPPORT YET.</p>	<p>Shared decisions on how to carry out the project</p> <p>Procedure to follow divided into clear steps</p> <p>Five days training, learning and teaching course</p>	<p>Italy</p> <p>All the partner countries</p>	<p>DONE</p> <p>12th - 16th January 2015</p>
A7	<p>Choosing the logo of the project</p> <ul style="list-style-type: none"> • Each country starts getting students to draw a logo related to the project. • The students will choose, by voting for it, the one they prefer so that it can be the logo representing that peculiar country. • The choosen logo is sent to all countries (at this time just by email as the website is not available yet) 	<p>As stated in the project:</p> <p><u>within 5th february</u>: children choose their national logo</p> <p><u>Within 10th February</u>: the chosen logo from each country has to be sent to all partner schools through email</p>	Logo of the project	All the countries	FEBRUARY 2015



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	<ul style="list-style-type: none"> The children from the different countries take a look at the 4 logos chosen. They vote for the best one, but they are not allowed to vote for the one of their own country. Voting modalities. Each country will give 8 points to the more voted one, 7 to the second one, 6 to the third one, 5 to the fourth one, 4 to the fifth one and so on. The results will be communicated to all partners by email The winner will be the logo which receives more votes, after adding all the single results from the single Countries. <p>From that moment on, the logo chosen by the European children will always appear next to the EU logo in final products and in all the partners' communications</p>	<p><u>Within 20th February:</u> the coordinating school will elaborate a grid collecting all the results achieved by the single logos and will declare the winner.</p>			
A8	Creating the project website	January 2015	Project website	Turkey	FEBRUARY 2015
A9	Elaboration of tools for the self-analysis of inclusion quality in our schools: -defining a group for the internal analysis - elaborating questionnaires to give out anonymously thanks to an exchange of proposal in Etwinning platform	January 2015	Questionnaires for the self-inclusion analysis	All countries	FEBRUARY 2015
A9	Giving out questionnaires	February/ March 2015	Analyzing the grade of inclusion in our schools	All countries	TO BE DONE
A9	Collecting data	February/March 2015	Analyzing the grade of inclusion in our schools	All countries	TO BE DONE
A9	Identifying needs	March/April 2015	Identifying the weak points of our structure	All countries	To be done
A9	Analyzing the possible causes of needs	April 2015	Collecting data for the following phase	All countries	To be done
A9	Communicating the results and defining the priorities in objectives to the coordinating school	At the end of April 2015	Disseminate communication	All countries	To be done
A10	Comparative information on school systems as regards children with special needs Booklet	March 2015	Booklet which will be used to make up the intellectual final output	Italy	To be completed within March 2015
M1	First transnational meeting: Romania Sharing opinions on the information on school systems arrangements booklet on children with special educative needs prepared by Italy Overview of what done so far and what to do till the following	March 2015 16 th - 18 th March 2015	Shared decisions on how to carry out the project Procedure to follow divided into clear steps	TURKEY All countries	DONE



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	meeting: <ul style="list-style-type: none"> - Sharing the results of the questionnaires in the different countries - Find a way for collecting them into a booklet - Up to dating the project web site 				
A10	Report about the progress of the work carried out to send to the coordinating school	End of March 2015	Report on what done so far	All countries	To be done
A10	Feedback from the coordinator on the reports received	End of March 2015	Report and evaluation on what done so far	Italy	To be done
A10	Sharing results on coordinator report to staff, students and families with regular meeting or publishing the report on the school web sites or on the project web site.	End of March 2015	Developing Communication	All countries	To be done
M1	First Transnational meeting: Turkey Sharing opinions on the information on school systems arrangements booklet on children with special educative needs prepared by Italy Overview of what done so far and what to do till the following meeting: <ul style="list-style-type: none"> - Sharing the results of the questionnaires in the different countries - Find a way for collecting them into a booklet Up to dating the project web site	March 2015	Shared decisions on how to carry out the project Procedure to follow divided into clear steps	Turkey All Countries	MARCH

The Italian Coordinator
Dott.ssa Patrizia Mercuri

Sassari, 16 January 2015