

MINUTES

“Initial Literacy in a Social Context”

Grundtvig Partnership

1st Project Meeting in Lanciano (Italy)

Host institution: Adriatica Consulting Srl

10-13 October 2012

List of Participants

- **Foreningen Urkraft: Sweden**
- **Participants: Maria Lindgren**

- **Kongsgard Skolesenter: Norway**
- **Participants: Birgitte Kristiansen – Solveig Torjusen**

- **Centro de Educacion de Adultos Celtiberia: Spain**
- **Participants: Teresa Tabernero - Celia Corral – Delicia Ruiz**

- **IP Koulutuspalvelut Tmi: Finland**
- **Participants: Irma Partanen**

- **Upplands-Bro Kommun: Sweden**
- **Participants: Inger Midmo – Agneta Holmberg –Tomas Stens**

- **Talas Ilce Milli Egitim Mudurlugu: Turkey**
- **Participants: Esin Altunal – Haci Mehmet Aslan**

- **Adriatica Consulting Srl: Italy**
- **Participants: Gabriella Russo – Marco Sideri – Monica La Morgia**

- **Volkshochschule Braunschweig GmbH: Germany**
- **Participants: Andreas Klepp – Ute Koopman**

PHONE BOX AND LIST OF PARTICIPANTS

The phone box and the official list of participants will be available on Drop box.

AGENDA OF THE FIRST MEETING IN LANCIANO

The Agenda of the first meeting in Lanciano will be available on Drop Box

FIRST DAY MINUTES: 11th OCTOBER 2012

MORNING

▪ **Presentation of Host Organization**

ADRIATICA CONSULTING SRL

▪ **Presentation of participants**

VUXENUTBILDINGEN UPPLANDS – BRO KOMMUN (SWEDEN)

CENTRO DE EDUCACION DE ADULTOS CELTIBERIA (SPAIN)

KONGSGARD SKOLESENTER (NORWAY)

FORENINGEN URKRAFT (SWEDEN)

IP KOULUTUSPALVELUT TMI (FINLAND)

VOLKSHOCHSCHULE BRAUNSCHWEIGGMBH (GERMANY)

▪ **Sharing activities of all Institution in their local territory.**

▪ **Meeting at the Municipality of Lanciano:**

- Meeting at the Council Chamber with the Councillor of the Culture Mr. Pino Valente, the Councillor of the Social Policies Ms. Dora Bendotti.
- Short presentation of partners.
- Discussion about adult education in Lanciano
- Interview of the Coordinator with local Television.

AFTERNOON

▪ **Presentation of participants**

TALAS ILCE MILLI EGITIM MUDURLUGU (TURKEY)

▪ **Discussion and agreements about the Website**

- Turkish partner showed the Website. They will be the Responsible of the Website
- All partners have to send their ppt presentation to the Turkish partner.
- Turkish partner will upload ppt presentation to the Website.
- The title of the project on the Website has to be shorted. (Volkshochschule suggestion).

▪ **Discussion about the communication**

Suggestion about how we can communicate:

- We decided to use Drop box for files and meeting photos (Celtiberia suggestion).

- We have to specify the object of communication in the e-mail (Upplands-Bro suggestion).
 - Adriatica Consulting is the responsible to add all participants e-mail to the Yahoo group (English version) called INLIT.
 - After the creation of the group everyone can read and participate to the discussion.
 - New participants who would like to be a member of the group have to send their e-mail address to Adriatica Consulting so that they can be added to the group.
- **Discussion about the Minutes**
 - All meeting discussion, agreements and activities will be minuted
 - Adriatica Consulting is the responsible of the minutes of the first meeting in Lanciano.
 - Adriatica consulting has to prepare the Minutes in PDF version and send them to all partners.
 - Turkish partner will upload the document on the Web site.
 - Each partner will be the responsible of the Minutes during the meeting in his Country.
- **Discussion about virtual newspaper/blog**
 - Each partner will be the responsible of their articles
 - Turkish partner will add this news to the web site
- **Discussion about Coordinator's and partners responsibilities**
 - The Coordinator is responsible of the preparation of the contents for the next meeting in Sweden together with Upplands-Bro.
 - Every partner who would like to share their methods about the topic during the meeting have to send a mail request to the Coordinator. Everyone will have 10 minutes each during the meeting to share their methods.
 - Every partner is responsible to prepare an agenda for the meeting in their Country. After they have done a draft, they shall send it to the Coordinator for inspection.
- **Discussion about travel information**
 - The Host Institution will be the responsible to give all information on how to get there.
- **Discussion about Booklet**
 - All partners will give some idea/suggestion about booklet during the next meeting in Sweden.
 - The booklet will be a final outcome of the project.
- **Discussion about Leaflet and Logo of the project**
 - Future activities about leaflet and logo will be discussed during the next meeting in Sweden.
 - Turkish partner will be the responsible of the logo's creation.
 - Turkish partner will show some example during the next meeting in Sweden

▪ **Discussion about next meeting dates (changes to the field G.2 of the application form)**

The order of the destination Country has remained the same. Only the start date has changed:

- **ITALY:** 10th – 13th October 2012
- **SWEDEN:** 14th – 15th January 2013
- **NORWAY:** 15th – 16th May 2013
- **FINLAND:** 16th – 17th September 2013
- **GERMANY:** 28th – 29th November 2013
- **SPAIN:** 20th – 21st March 2014
- **TURKEY:** 14th – 15th May 2014

▪ **Guided tour in Lanciano**

SECOND DAY MINUTES: 12th OCTOBER 2012

MORNING

During the second day meeting we discussed about contents of future meetings.

▪ **Discussion about the second meeting in Sweden**

- **Main objective:** presentation of information and activities about differentiation peer learning/individualization.
- Sharing different experiences to differentiate pupils.
- Partner's request to contribute to different meeting with own experiences about topic: input, experiences, wishes, questions.
- Pay attention to the timetable because we will have only two works day (Germany suggestion).
- German partner proposed to divided the second meeting in two phases
 - 1) Individual learning (Responsible: Upplands-Bro Kommun).
 - 2) Work learning (Responsible: Foreningen Urkraft).
- Tomas Stens proposed to show a mix of both.
- Agreement to have two topics about individualization.
- All partners can give suggestion for sharing experiences in Sweden.
- We have to develop clear and simple tasks (Celtiberia suggestion).

▪ Discussion about the third meeting in Norway

- **Main Objective:** presenting information and activities about how to teach the young adults.
- All of them are immigrants
- Norwegian partner provide self confidence, motivation...

▪ Discussion about the fourth meeting in Finland

- **Main Objective:** presenting information and activities oriented to literacy learning, oral skills and storytelling.
- Finnish partner propose to visit a school.
- They also proposed to show us method of teaching:
 - 1) Focus on storytelling (Volkshochschule suggestion)
- Agreements of partner

▪ Discussion about the fifth meeting in Germany

- **Main Objective:** presenting information and activities about E-learning for immigrants
- German partners will present different topic according to the project.
- All courses or culture events are related to learning in social context and not only e-learning
- Example of courses: basic education for Germans and migrants

▪ Discussion about the sixth meeting in Spain

- **Main Objective:** presenting information and activities about diversity in a group, activities on how to teach literacy to adult learners from different backgrounds.
- Spanish partners have different methods for different groups.
- They operate in a social and integration level (meaningful task).
- They relate to the process of teaching and learning with annual plans of teachers training involving all the staff.

▪ Discussion about the seventh meeting in Turkey

- **Main Objective:** presenting information and activities about active participation in the society-family education.
- Turkish partner will provide film, video....

- **Organization of the departure**

- **Discussion about the Evaluation Questionnaires**

- Adriatica Consulting will be the responsible of the Evaluation Questionnaires.
- Adriatica Consulting will use a web site for the collection of the results called “Survey Monkey” <http://it.surveymonkey.com>
- There will be two questionnaires for each meeting:
 - 1) Meeting Evaluation Questionnaire
 - 2) Meeting Organization Evaluation Questionnaire

- **Update of the Questionnaire:**

- 1) Add only age information, without gender information
- 2) Put obligatory comments and answers.
- 3) Each partner has to fill both Evaluation Questionnaires
- 4) Adriatica Consulting will send by e-mail two links to fill both Evaluation Questionnaires.
- 5) Deadline for the collection of the results: 19th October 2012
- 6) Adriatica Consulting will be the responsible to create a report of the results.
- 7) The results will be presented in the next meeting in Sweden

- **Discussion about the Evaluation Questionnaire for Teacher**

- This topic will be developed in every meeting
- Adriatica Consulting will be the responsible to present a draft during the next meeting in Sweden.
- The whole group did not agree on this. This topic have to be decided during next meetings.
- Adriatica Consulting will be the responsible to collect every partner’s method during each meeting and put them together at the end of the partnership.

- **Visit to the Foundation “Sviluppo e Competenze”**
- **Visit to S.Giovanni Abbey**
- **Departure of participants**

Minutes prepared by Monica La Morgia – Adriatica Consulting Srl

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