

## VALMOPRIS

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### Skype Meeting 9: Record of Meeting and Action Points

10am (GMT) – 20<sup>th</sup> September, 2016

**Present:** Dominique Antony (DA), Erica Kubic (EK), Aina Vilcane (AV), Marisa Farrell (MF)

**Apologies:** Enrica Pautasso (EP), Alina Zamosteanu (AZ), Maren Satke (MS), Ed Santman (ES)

This meeting was a focus on the practical preparations for Rotterdam and to discuss any matters arising. The agenda was focused on the elements of work outstanding.

#### 1. Progress for C1 in Rotterdam & printing required

##### a. Aina – Learning to Learn

AV discussed with the group a presentation on Learning to Learn as a competence. What it is and how it can be witnessed and validated. We discussed the use of good practice case study to help demonstrate points to the participants.

***Some printed content could be provided for learners as a memory aid.***

***AV working on this at weekend. Deadline for printing – Monday 26<sup>th</sup> 9am.***

##### b. Alina – Research Questionnaires (first draft submitted by Alina on 18/09)

Partners in UK, NL, FR & LV raised some concerns about issues with ethics. MF and DA have submitted comments for Alina's consideration. AZ will look at these again and make changes. MF will also look into some other more qualitative forms of question and language and present these for partners' consideration.

***Collaborative redrafting ongoing. To be discussed and finalised during steering group meeting. Deadline for printing drafts – Monday 26<sup>th</sup> 9am.***

##### c. Dominique – Valmopris Intro (with Marisa) & Facilitating Open Questions

**MF to create draft summary of Valmopris for presentation and share with DA.**

DA has completed a template/structure for Open Questions on 18/09/16. This was sent to partners for comment. Comments have been taken into account and the document finalised. Concerns were raised over the short length of this section.

The group discussed a shortening of the lunch break to allow for more time. **I would promote 60 lunch and 20 afternoon break to allow for plenty of time. This does not affect the structure of the training.** I hope missing members of the group are happy with this. It allows more time for this important item. EK informed us that 45 mins may be sufficient for her activity anyway so there will be more flexibility about the structure of the afternoon if required.

**\*Please note that EK has asked us to shorten the lunch on Tuesday as well for organisational reasons as there is an exam due to use the room in the evening.**

DA will provide the prompts in advance and **I will also include reflection sheets throughout the pack (and across the week).** This will allow all participants to refer back on prior concerns/questions.

**Printed content will be provided for pack.**

- d. Ed & Erica –
- Pre-piloting & Appreciative Questioning (submitted by Erica 03/09)

EK has prepared this item and it will be printed in the pack. This allows for participants to engage in assessment methods (self-assessment, observation, peer assessment) whilst undertaking a reflective task.

- Informal learning examples (Ed only)
- Den Bosch Pre-pilot

Both will be presentations. ES will show the Den Bosch video and they will discuss the project and challenges/opportunities faced.

**MF has contacted ES about content for the participant pack including an information sheet on the Den Bosch project.**

- e. Enrica – LEVEL5 Intro, Wrap up first two steps, reference system
- f. Maren – Involving learners, evaluation activities
- g. EP&MS – finalising learning pilots, assessment of competences, assessment methods, case study

EP and MS were unavailable for the meeting unfortunately. Both to update MF and partners following the actions on progress and any printed materials to be entered into the pack.

**h. Marisa –**

Introduction, VALMOPRIS, expectations, desk research, Timeline planning

MF is working on all of the content for framing the training – introductory elements, expectations, final steps, summary. These will be a mix of presentation and collaborative activities.

**Information will be available in the participant pack**

**i. Tim –**

**MF has contacted Tim and asked him if he would like printed content to be entered into the pack for participants to refer to after the training.**

**2. Finalised details of Excursions – for partners**

EK gave an update to partners about the Nieuwe Kans excursion and the speakers and agenda for the visit.

**EK will complete an updated information pack and distribute to partners. MF to include in participant pack.**

**3. Teachers Update –**

Country	Teachers	Laptops	Arrival times	Presenter	Dietary Reqs. sent	
Scotland	Three	Three	Sun pm	Inigo	Yes	
France	Two + DA (Third will be trained in France)	?	Sun pm (DA Mon)	Teacher	Yes	DA has struggled to contact 2 <sup>nd</sup> teacher
Netherlands	Three	?	-	Ed	Yes	
Latvia	Three	2+	Sun pm	Aina	?	
Romania	Three?	Three	?	?	?	

***MF will resend attendance schedule for all partners to update along with these action points.***

#### **4. Agree a notional duration of pilot activities (for validation purposes)**

**Partners discussed this and common practice.**

**For some partners, practical considerations for payment of teachers would ideally allow for pilot lengths of 12 hours. Other partners mentioned three months as a sensible length.**

**These matters need to be discussed in more depth and agreed during the Steering Group's M3 in Rotterdam (See steering Group schedule) and communicated to teachers at training.**

2) AOCB

#### **Item 5 – Other Business**

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End.