

VALMOPRIS

Skype Meeting 8: Record of Meeting and Action Points

10am (GMT) – 30th August, 2016

Present: Dominique Antony (DA), Maren Satke (MS), Erica Kubic (EK), Aina Vilcane (AV), Marisa Farrell (MF) and Alina Zamosteanu (AZ)

Apologies: Enrica Pautasso (EP) and Ed Santman (ES)

Enrica will not be able to make this meeting, the next and was not able to attend the last meeting. As she is on annual leave just now, there is no update around her input to elements of the training programme or her progress on IO2. Marisa will continue to seek clarification and Maren will liaise with Tim at Blinc to discuss certain issues including the online platform.

Item 1 – Action List (pre-Rotterdam)

- Partners discussed the training schedule in more depth – trying to root out problem areas and ensure that empty slots are filled, the length of items are addressed and the schedule is tightened and the tasks are relevant to the purpose
- There are some minor changes to structure and approach:
 - We have developed an alternative option if Tim Scholze cannot make the training. Dominique is going to lead an activity on prison-specific competences and sub-competences – this will function as a deliverable connected with IO2. **(Action point: Dominique to develop and send to Marisa by 19th September)**
 - Alina is going to develop a questionnaire for the socio-ecological approach to the research for IO1. Although separate from the validation methodology, the correct completion of this documentation is vital for the results of the research. It has been agreed that this should be actioned prior to the training in Rotterdam so teachers can have a really clear sense of what exactly they will need to do across the whole project. Alina will deliver a short information session on the completion of this documentation. **(Action point: Alina to complete by the third week of September)**
 - In addition to role play, we discussed the usefulness of Erica using a range of approaches for the practical activities session on the Thursday morning (to test assessment strategies) – we suggested case studies or the use of teachers' previous projects (utilising own field and experience) and applying the strategies – this would allow for choice and/or variety in case some don't respond well to role play

- The finalised training schedule will be out within a week (**Action point: Maren**). Partners will have actions and materials to prepare for the delivery/leading of sessions. All materials requiring printing will need to be with Marisa in order to be ready for Rotterdam. (**Action point: All by 19th September**). Any documents being sent should be sent to Ed's address.
- There was a discussion about the blended learning element of the training and issues that have arisen in the Valley project. There are problems with the online platform and its functionality – therefore Maren has to speak with Blinc to figure out whether aspects of the platform can be used (ideally during the training).
- Looking forward to Intellectual Output 3, MS suggested that we may need to look at Moodle Options for the Train-the-Trainer course if elements of the Blinc platform will not be fit for purpose (**Action point: Maren to speak with Blinc**). Erica also asked for feedback about the process of the 'cube' and certificates – Maren explained that there are two options:
 - Firstly, to enter information online and the certificate will be generated
 - The second option would be to use Blinc as a service provider, but this is obviously more complicated and time consuming. And DA noted that there may be with a COST (as service provider). This is to be investigated further.
- On the Thursday afternoon, it was agreed that the creativity exercise would be better spent as an open question session whilst Enrica and Maren are still available to provide feedback and support. (**Action point: Dominique will lead on this**)
- Aina is happy to lead the Learning to Learn workshop and presentation to give participants a better insight into this competence.

Item 2 – Preparations for Rotterdam

- Accommodation and travel is in place for all partners. Erica has sent out an invoice for the meals which have been pre-booked. The Art Academy has been organised and is all in place for our meetings.
- Ed and one of the Dutch teachers (Chris/Kris) will lead the Excursion/event to Nieuwe Kaans. Details to be finalised next week (**Action point – Ed & Erica**)
- Partners are in agreement that David and Inigo (Scottish teachers) are to run the icebreaker activities. There was discussion around the usefulness of these and there was an agreement that two activities (separate or connected) over the course of 40 minutes was appropriate for two icebreakers. (**Action point: Marisa to organise with teachers**)
- Partners seemed content with the steering group meeting agenda. We are adding points about the issues around the e-learning platform. However, the focus should be on milestones – particularly moving forward, into the final half of the project – where deadlines become very crucial.

Item 3 – Teachers, Learners, Pilots

- There were major issues reported with concerns about certain teachers no longer being able to attend. France is having issues with two teachers, the Netherlands with one teacher and, due to pregnancy, Romania may have an issue with one of their own teachers. Latvia and

Scotland have no current issues. **(Action point: All partners to keep Marisa and Erica updated on this, and we will have to check our position with the National Agency)**

- Dominique asked whether it would be sensible to report an issue with our methodology to the National Agency, given the length of time between recruiting teachers and the onset of the training. **(Action point: Marisa to report this).**
- We didn't discuss learners, but – in Scotland – learners will need to be informed of the scope of the pilot. Marisa has created ethics documents for Scotland and will circulate these to partners as potential good practice to follow.

Item 4 – Timesheets and achieving targets: reporting to the National Agency

- Emails have been sent to all partners with responsibility for Intellectual outputs. We are requested to provide an update to the National Agency as there is a reporting deadline due in October for all work completed up to and including 31st August, 2016. **(Action point: Marisa to follow up on these and liaise with colleagues)**
- Dissemination and ensuring universal access are still issues which are outstanding and will be discussed in more depth in Rotterdam during the steering group meeting. The finalisation of C1 training is more pressing.
- The EPEA conference 2017 still remains unconfirmed but Dominique reports that it is very likely to be Austria. **(Action point: partners to follow up with EPEA contacts and seek clarity at earliest possible opportunity)**

Item 5 – Other Business

End.