



Get-In Coordination Group Meeting Leicester (U.K.) 15th, 16th and 19th June, 2005

Coordinators Meeting 15th June – 16H00

Jan van den Nieuwenhuizen - Holland
Henk Schenklaars - Holland
Johan van den Broek - Holland
Clive Billingham - England
Adam Newman Turner - England
Alexandre Soares - Portugal
Ricardo Vieira - Portugal
Judit Zatyko - Hungary
Urban Astrom - Sweden
Ingrid Keller – Russel - Germany
Dieter Shoof - Germany

- Welcome to the Coordination Group.

- Jan presented a resume of the 7 months of work on the Get-In Project: meetings, chats, national and international conferences, newsletter, website, researching school partners.

- Conference programme discussion:

- The School Market organization: Ingrid, Henk and Alex will be the responsible to organise this part of the Conference;

- The 4 discussion groups: It is necessary to define well the thematic of each group. Each group will present the feedback of the discussion: main ideas and conclusions.

- 1 *What are the advantages and issues for schools regarding minority ethnic students?*

- Alexandre Soares, Judit Zatyko, Jan van den Nieuwenhuizen



Coordination Group Meeting Leicester (U.K.) – June 2005

- 2 *What are the barriers to the involvement of minority ethnic pupils in international projects and what can schools do about them?*
 - Urban Astrom, Johan van den Broek, Adam Newman Turner
- 3 *How can we actively involve students and their families and communities in international projects?*
 - Dieter Shoof, Ricardo Vieira, Clive Billingham
- 4 *What suggestions do you have for new Comenius 1 projects?*
 - Ingrid Keller – Russel, Kirsten Stamm, Henk Schenklaars

- Clive presented the guided tours in Leicester:

- 1 – Historic Leicester
- 2 – Religious Leicester
- 3 – Cultural Leicester
- 4 – Rural Leicester

Each people should choose only one tour. There will be a inscription form at the reception desk of the conference.

- In what concerns to the Comenius 1 projects, Ingrid commented that each partnership must present at the end of the conference a summary of the proposal project.

- Dieter and Henk will be the responsible persons of the Get-in website:
www.get-in.info

- Ingrid suggested that the coordination group should discuss the future of Get-in project after 2007.

- Clive suggested that the coordination group should define what to do in order to give support for schools that will start new Comenius 1 projects. What kind of support each Get-in partner should give?

- Meeting with the Lord Mayor of Leicester at the City Hall.

- Dinner



Coordinators Meeting
16th June – 09H30

Jan van den Nieuwenhuizen - Holland
Henk Schenklaars - Holland
Johan van den Broek - Holland
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The Newsletter

- We should present two newsletters per year: the first one was presented on May 2005. The second one should be presented on October with the June conference, Ricardo's text and other new information.

The Report

- Jan and Alexandre will present a model for the report. Every partner must present a report of the developed activities and present all the expenses.

The Budget

- Jan presented a form with the calculated daily salary costs for each partner. Jan informed that it is necessary an official document signed by the administration of each institution partner. This document should present the daily salary costs of each person involved in the project. Only original documents must be presented.

- Jan explained how was calculated the budget and the changes were made. The EU Commission said that salary costs had to be reduced by 22.129 €.

- The changes were made are:



Coordination Group Meeting Leicester (U.K.) - June 2005

- The contribution of Academie de Lille is 7.500 € and not 14.045 €;
 - The contributions of Ingrid (ISG Linden) and of Alexandre/Ricardo (Leiria) are raised because:
 - Participation in steering group (Alexandre and Ingrid);
 - Organisation of the general meetings: Hannover 2006 and Leiria 2007;
 - Newsletter (Ingrid)
 - Contribution for teacher training/research (Ricardo).
- General costs don't need to be justified. The partner just need to list them (examples: copies, extra travel costs, etc.)
- The forms presented by Vera on November 2004 meeting in Holland must be used.
- In what concerns to the travel costs Jan remembered that Vera calculated that the travel costs per person will be 150 €. Probably this should be revised.
 - Jan and Vera will evaluate the travel costs for this conference

2006 and 2007 Conferences

- Hannover 2006 – September/October
- Leiria 2007 – 3rd/4th week of September

Meeting workgroups

- Jan and Henk will make a contact to the Turkish partners in order to organise a meeting in Turkey on November or December.

Suggestions:

- November/December 2005 – Istanbul meeting
- April/May 2006 – Hannover preparation conference
- April/May 2007 – Budapest
- November 2007 – Stockholm (Final Report)



Communication

- In what concerns to the Get-in website, every partner should present suggestions in order to improve the website. Henk and Dieter will be the responsible persons to receive all the information from the partners.
- Concerning the Newsletter Adam suggested the Turkish schools should be present on the next one.
- Alex will present his national report and then will send it to all partners. Each partner can follow the same structure of the Portuguese report.

Project Evaluation

- Judit and Ricardo will work on the project evaluation in order to produce a questionnaire to be applied.
- They present before September 1st the evaluation forms and procedures to the schools and national coordinators.

Leicester Conference

- Dieter and Urban will make the photograph report of the conference.
- Ingrid, Johan and Alex will be the responsible to organise the "School Market".
- Kirsten and Henk will give the necessary support to the schools on the meetings in parallel working groups (Comenius 1 Projects).
- Alexandert will make the Conference reports.
- Ricardo and Judit will discuss about the evaluation process of the project.
- Clive and Adam will be the responsible of the Leicester Conference activities.



19th June

Coordination Group – “Breakfast Meeting”

Jan van den Nieuwenhuizen - Holland
Henk Schenklaars - Holland
Clive Billingham - England
Alexandre Soares - Portugal
Ricardo Vieira - Portugal
Urban Astrom - Sweden
Ingrid Keller – Russel - Germany
Dieter Shoof - Germany
Kirsten Stamm – Holland

08H00

- Discussion of issues and follow up activities;
- Turkey meeting (November/December 2005);
- Draft Manual: International projects with multicultural classes (Comenius 3 network: Gender, Ethnicity and INtegration through international school projects (Get-in);

Open sections for other countries need to be filled in before October 1st: Portugal – Ricardo / UK – Clive / Germany - Dieter / Sweden – Urban / France – Sylvain (to be confirmed) /

- Budget questions.
Salary costs check before July 1st
Vera will make partner agreement before September 1st
Return signed version to Vera
Registration working hours to Vera, signed, before August 1st
Payment by Vera

Departure of Participants