

The main contents, that we shared, concern next meetings dates, job shadowing periods in each country, job shadowing organization and agenda of meeting in Sweden.

NEXT COORDINATION MEETINGS DATES

- March 22th-23th 2017 Sweden
- June 20th-21th 2017 Slovenia
- January 2018 Slovenia (dates to be confirmed)
- May 23th-24th 2018 Italia (final evaluation meeting)

JOB SHADOWING PERIODS IN EACH COUNTRY AND PEOPLE INVOLVED

		Country in JS		
		ITALY	SWEDEN	SLOVENIA
Hosting Country	ITALY	/	6 8th-15th October 2017	8
	SWEDEN	4(+2) 17th-24th September 2017	/	4 17th-24th September 2017
	SLOVENIA	8(-2) 12th-19th November 2017	6	/

We defined 3 JS Periods:

- 17th-24th September 2017: JS in Sweden
- 8th-15th October 2017: JS in Italy
- 12th-19th November 2017: JS in Slovenia

JOB SHADOWING ORGANIZATION

We planned a possible daily organization during the JS activity. In the next meeting it will be better defined.

	1	2	3	4	5	6	7	8
Morning	Travel	Background meeting	JS	JS	JS	JS	Cultural program	Travel
Afternoon	Welcome dinner	JS start	JS	JS	JS	JS	Seminar about educational issues	Travel
		Evaluation moment (short)	E.m.	E.m.	E.m.	E.m.		

JOB SHADOWING FOCUS AREAS

1. Families involvement
 - a. Communication
 - b. Decision making
 - c. Level of inclusion
2. Organization of pre-school services
 - a. Pedagogical aspects
 - b. Calendar/schedule/ Accessibility/Flexibility
3. Gender issues
 - a. Observation of spaces (e.g. corners) and materials observation
 - b. Discussion and sharing among teachers about interesting topics or observations
4. Inclusion (immigrants, children with special needs, cultural differences, disability, assessment of intercultural skills,...)

Each focus area will be evaluated through an observation card. We will arrange it in the next meetings, deepening the individual items and the evaluation modes. We agreed to identify few and specific items per each focus area.

COORDINATION MEETING AGENDA IN SWEDEN

- **The meeting will be aimed to deep and compare the educational models of governance and organization of each partner.**

In order to facilitate the comparison and sharing, information will be described in the same template. Before the meeting, Italian partner will create the template and will send it to partners.

- **During the meeting we will start to create the observation card for job shadowing.** It could be helpful to take inspiration from tools used in previous projects or in other research fields. Each partner will bring tools already known that could be effective or useful. These tools can be shared on google drive platform too.

- **Find the best tool for teachers communication and involvement during job shadowing**