

COORDINATION MEETING REPORT

22th-23th March 2017, Piteå - Sweden

22th March 2017

Morning Session

Discussion about identity cards “Educational models of governance and ECEC services organisation”

Each partner presented his identity card, highlighting most relevant aspects. Following the presentations, all partners agreed to make changes to their own identity cards before upload and share them on the project website.

Afternoon Session

Discussion about the drafts of job shadowing tools: observation card and evaluation questionnaire

- **Observation Card**

In the first meeting, the partners identified the 4 focus areas of observation card:

- *Families involvement*
- *Organisation of pedagogical aspects*
- *Gender issues*
- *Inclusion*

Each focus area will be investigated through different items.

Before the meeting, Italian partner arranged a draft of observation card, taking inspiration by useful materials and instruments that were shared among partners.

The draft has been approved by all partners.

This tool will be used by each teacher involved in job shadowing experience. Each teacher will fill out the observation card during the week of JS, writing his/her comments and observations next to each item.

At the end of every day JS activities, there will be a short evaluation moment where teachers will be able to discuss and share their observations, reflections, and they will be able to ask some curiosities or clarifications to other colleagues. The final seminar about educational issues (7th day of JS) will aim to collect and share all observations and point of views from all teachers that experienced the JS.

The tool will be available in the English version but adding the translation into the native language too (italian, swedish, slovenian). The teachers can fill out the tool in their native language.

At the end of JS, each partner will collect all teachers' observation cards and will transfer the data in english into one file. This material will be subject of sharing and discussion during the coordination meeting in Slovenia (January 2018). It will be useful to share the experiences of JS within local context, with teaching staff that didn't take part in the JS activity.

Each teacher involved in JS has to know this tool, before his/her departure.

Each partner has to prepare useful materials to describe those aspects can not be directly observed (e.g.: *Are families organised in representative body or system?*).

- **Evaluation questionnaire**

Before the meeting, Italian partner arranged a draft of the evaluation questionnaire, taking inspiration by useful materials and instruments that were shared among partners.

The draft has been approved by all partners.

It's a structured questionnaire, consisting of different areas of investigation. Each teacher, at the end of the job shadowing, will have to fill out the questionnaire in anonymous form (indicating only the country), giving every single aspect a score from 1 to 10. The questionnaire will be created through a google drive form and it will be filled out on line.

In order to evaluate teachers' skills and JS personal experience in general, it could be effective to add some items about:

- what teachers expected;
- what teachers learned;
- what teachers considered interesting.

In the next meeting the partners will deepen this evaluation aspect.

Before the JS

Each teachers group has to prepare and organise an activity (e.g.: play, song, pictures, letter, postcard, ...) in order to involve the hosting pre-school's children.

23th March 2017

Morning Session

Visit at one pre-school in Ojebyn.

Feedback/Observations after the visit:

- Autonomy of children especially during lunch time;
- Calm and “warmth” of spaces and environment;
- Fluid transition between one activity and an other;
- Freedom of choice for children and, at the same time, the trust of teachers that everything will be fine;
- Flexibility of access ways, very close to families needs;
- Discoteque: a room where children, respecting their turn, can choose their favourite songs through an i-pad (connected to Spotify) and dance.

Afternoon Session

Visit at one secondary school (from 13 to 16 years old) in Ojebyn.

Discussion about tools for communication among teachers before and during JS

Before JS	Short video to present both teaching staff of hosting pre-schools and the teachers who will be involved in JS activity. The videos will be shown during the next meeting in Slovenia.
	Skype call few days before the departure
During JS	To give priority personal and face to face communication
	Whatsapp
	E-twinning platform

Next meeting program (Slovenia, 21th-22th June 2017)

1. Seminar about families involvement and participation

Each partner will create a presentation with these information:

- law, curricula, documents,...;
- organisation (e.g.: representative body or system);
- best practices and examples;
- tools of participation;
- challenges.

Italian partner will share the same template on google drive, to facilitate comparison of three organisations.

2. Sharing of JS tools for teachers communication

- Videos in order to introduce both teachers who will be involved in JS and teaching staff of hosting pre-schools.
- E-twinning seminar: Slovenian partner will show different functions, uses and potentialities of e-twinning platform in previous international project.

3. Discussion about evaluation of job shadowing in order to collect the value of the experience, in terms of skills acquired, good practices identified, reflections about interesting and transferable aspects,...

4. Discussion about meaning of “local experimental practices”: What? How? Why?