



Project title:

STEAME GOES HYBRID: Blueprint Guidelines and Policy Recommendations

Reference number: 2020-1-CY01-KA226-SCH-082675

Implementation period: May 2021 – April 2023

TPM2 - POLAND

8-9 November 2021, Krakow, Poland

Venue of meeting: Novotel Krakow City West

Address: Armii Krajowej 11, 30-150 Kraków, Poland

Meeting Room: "Jordan" Conference room - Level 0

or Online

Topic: STEAME goes HYBRID TMP Cracow (Hybrid)
8 & 9 November 2021

Agenda

Sunday, 7 November 2021		
Time (CET)	Action	Presenter – Comments
All day	Arrivals	
Monday, 8 November 2021		
Time (CET)	Action	Presenter – Comments
12:30-14:00	Joint Lunch at the Novotel Krakow City West Hotel (Armii Krajowej 11, 30-150 Kraków, Poland) - Level 0	ALL
14:00-14:15	Meeting Starts P0. Cyprus Mathematical Society, Cyprus (Andri Charalambous) P1. Leafnet LTD, Cyprus (Nikolas Stylianides-Online, Alexia Frangou-Online, Georgia Christodoulou-Online) P2. Doukas SC, Greece (Thomas Economou) P3. University of Aegean, Greece (Alivisos Sofos, Vasileios Paraschou) P4. Pedagogical University of Krakow, Poland (Tomasz Szemberg, Justyna Szpond) P5. ITC PACLE MORANTE, Italy (Luigina Giovannotti) P6. Dlearn, Italy (Roberto Zanon) P7. IDEA, Romania (Silvia Berdan Lupan)	Welcome by the project Coordinator and the Host of Meeting 2 Gregory Makrides and Tomasz Szemberg respectively
14:15-16:00	Discussion of Outputs Progress of IO1: <u>(O1 Blueprint Guidelines for Hybrid STEAME activities)</u> * Translations of executive summaries of IO1 to partner languages* - Focus groups with experts and teachers IO-A1&IO-A2 (In progress) - Preparation of L&C plans in a Hybrid approach IO-A3 (presentation from IDEA) - Activity O1-A4: Development of the Blueprint Guidelines	O1 Leader: P2-Doukas School, GR O1 Co-leader: P7-IDEA, RO

Monday, 8 November 2021

Time (CET)	Action	Presenter – Comments
16:00-17:15	<p>Presentation and Discussion of Outputs Plan of Action</p> <p><u>IO2: Training Programme for facilitating the implementation of STEAME L&C Plans by SE teachers and Piloting the Blueprint Guidelines</u></p> <p>Activity O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online</p> <p>Activity O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers</p> <p>Activity O2-A3: PILOTING AND EVALUATION and/or blended technologies in SE</p> <p><u>IO3: STEAME HYBRID Blueprint at a glance: Policy Recommendations and School Label Development</u></p> <p>O3-A1 Terms of Reference</p> <p>O3-A2 First draft of the policy recommendations</p> <p>O3-A2.1 Design of the Label</p> <p>O3-A3. Stakeholders consultation</p> <p>O3-A4. Final release</p> <p>Some discussion for O3 in conjunction with O1 and O2</p>	<p>O2 Leader: P4-Pedagogical University of Krakow, PL</p> <p>O2 Co-Leader: P2-LEAFNET, CY</p> <p>O3 Leader: P6-DLEARN, IT</p> <p>O3 Co-Leader: P5-Elsa Morante School, IT</p>
17:15-17:30	Break	
17:30-18:00	<p>Timetables, activities</p> <p>Discussion / Decisions</p> <p>Planning the work for the next day</p>	ALL

Monday, 8 November 2021

Time (CET)	Action	Presenter – Comments
19:00	Joint Dinner at the Novotel Krakow City West Hotel (Armii Krajowej 11, 30-150 Kraków, Poland) - Level 0	ALL

Tuesday, 9 November 2021

Time (CET)	Action	Presenter – Comments
9:00 – 11:30	FINALIZATION OF DOCUMENTS & PLANNING: <ol style="list-style-type: none"> 1. Dissemination reporting updates 2. Quality assurance statement (To be signed by all partners) 3. Finalization of the QA strategy plan send by UAEGEAN 4. Promotion activities and tools – <u>0 Newsletters published so far</u> (4 newsletters indicated in the proposal) 5. Discussion for next TPM in Greece (July 2022) 6. Reporting forms (checklist for Q1,2,3) 7. F2 reports and evidence of travel for TPM in Poland 8. Indicators (first 6 months) PRODUCE THE TO DO LIST	
11:30 - 12:00	Questions, concerns, clarifications	

Wednesday, 10 November 2021

Time (CET)	Action	Presenter – Comments
	Departures	

TO DO LIST (FROM 30.09.2021)			
Actions to do	Responsibility	Deadline	Status
INTELLECTUAL OUTPUT 1			
Finalize the list of competences (including the consolidated document)	Doukas School - All partners	10 of July	DONE
Finalize the list of tools (including the consolidated document)	Doukas School - All partners	15 of July	DONE
Finalize the protocols for the Focus group of the experts	Mihaela (IDEA) - All partners	01 of August	DONE
Conduct the Focus Group for experts	All partners	30 of August	<p style="text-align: center;">LATEST UPDATE BY MICHAELA ON OCT 23RD</p> <p>Partner 0 and partner 1, Cyprus Mathematical Society and LEAFNET, sent the FG report, the list of the participants, the printscreen and the consent forms.</p> <p>Partner 6, DLEARN, sent the FG report, the printscreen, but we didn't receive the list of the participants and their signatures.</p> <p>Partner 2 and partner 3, Doukas School and The University of Aegean, uploaded in the Google Drive all the materials used to organise the Focus Group and the consent forms from the experts, but the FG report and the printscreen are missing.</p> <p>Partner 7, IDEA, has the FG report, the printscreen, the list of the participants and their signatures.</p>
Finalize the protocols for Focus group with the teachers/schools	Mihaela (IDEA) - All partners	30 of August	DONE
Conduct the Focus Group for teachers	school partners and affiliated schools	25 of September	<p style="text-align: center;">LATEST UPDATE BY MICHAELA ON OCT 23RD</p> <p>Partner 0 and partner 1, Cyprus Mathematical Society and LEAFNET, sent the FG report, list of the participants and the printscreen.</p>

			Partner 5, ITC Pacle Morante, sent the FG report, list of the participants and the printscreen, but their signatures are missing. Partner 7, IDEA, has the FG report, the printscreen, the list of the participants and, partially, their signatures.
Produce the consolidated (European) focus group report with experts and teachers	Mihaela (IDEA) - All partners for comments	By end of October	?
Develop an example of a set of Hybrid STEAME activities-modified from previous classroom STEAME activities.			
Develop 5 Hybrid STEAME L&C plans- modified from previous classroom STEAME activities.			
List of possible scenarios	ALL	-	List uploaded on the GD: https://docs.google.com/document/d/1l-YdCixzl_WEKh0p3QTVnxkPL3SI-ksE/edit Partners to complete more scenarios
STEAME CONFERENCE Roundtable discussion report			
GENERAL TASKS			
Provide a PPT (template) for the project - CYMS	CYMS	09 of August	DONE -uploaded on the website
Reporting on dissemination activities	All partners	-	-
Reporting for the first 2 quarters (Q1: May, June, July – Q2: August, Sept., Oct.)	All partners	31 of July	Pending
Send the FB profile of the person who is going to be responsible for STEAME GOES HYBRID FB page *FB page responsible for November: ITC PACLE MORANTE (Remember: at	Pending from: Leafnet LTD IDEA	20 of August	Pending

least one post per month)			
Report on the Evaluation of the meeting	UAEGEAN	20 of August	DONE
QA Assurance plan	UAEGEAN	-	DONE
QA statement signatures			
Indicators for the first 6 months to be completed			

STEAME GOES HYBRID Project Timeline

	2021								2022												2023											
ACTIVITY	M1 5	M2 6	M3 7	M4 8	M5 9	M6 10	M7 11	M8 12	M9 1	M10 2	M11 3	M12 4	M13 5	M14 6	M15 7	M16 8	M17 9	M18 10	M19 11	M20 12	M21 1	M22 2	M23 3	M24 4								
Project activity*																																
A1: Project Management																																
A2: Quality Assurance and project Evaluation																																
A3: Dissemination of project results																																
O1. Blueprint Guidelines for Hybrid STEAME activities (online and distance blended project-based learning)																																
O1-A1: Investigation of existing competence frameworks																																
O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity																																
O1-A3: STEAME activity guidelines and Hybrid L&C plan template																																
O1-A4: Development of the Blueprint Guidelines																																

	2021								2022												2023			
ACTIVITY	M1 5	M2 6	M3 7	M4 8	M5 9	M6 10	M7 11	M8 12	M9 1	M10 2	M11 3	M12 4	M13 5	M14 6	M15 7	M16 8	M17 9	M18 10	M19 11	M20 12	M21 1	M22 2	M23 3	M24 4
O2. Training Programme for facilitating the implementation of STEAME L&C Plans by SE teachers and Piloting the Blueprint Guidelines																								
O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE																								
O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers																								
O2-A3: PILOTING AND EVALUATION																								

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O3. STEAME HYBRID Blueprint at a glance : Policy Recommendations and School Label Development																								
O3-A1: Terms of Reference																								
O3-A2: First draft of the policy recommendations																								
O3-A2.1: Design of the Label																								
O3-A3: Stakeholders consultation																								
O3-A4: Final release																								

	2021								2022												2023			
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M1: Kick off meeting		CY																						
M2: 2nd partners meeting							PL																	
M3: 3rd partners meeting															GR									
M4: 4th partners meeting																						RO		
E1: STEAME Mini Conference –Cyprus																				CY				
E2: STEAME Mini Conference – Greece															GR									
E3: STEAME Mini Conference – Poland																				PL				
E4: STEAME Mini Conference – Italy																				IT				
E5: STEAME Mini Conference – Romania																						RO		
C1. Training Activity															GR									