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MINUTES
of the THIRD PARTNER MEETING
25-26 March 2019, Plovdiv, Bulgaria

"Towards Inclusive Education For Refugee Children" (TIEREF)

Erasmus+ programme
Key Action 3: Support for policy reform - Social inclusion through education, training and youth

Project number: 592142-EPP-1-2017-1-TR-EPPKA3-IPI-SOC-IN

Participants:

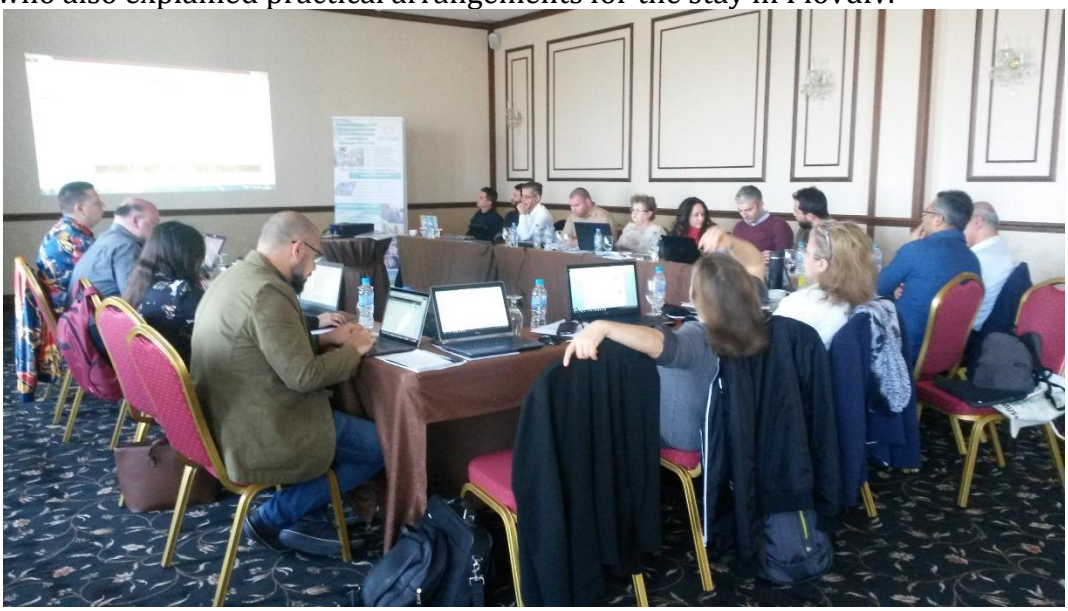
P1	**Istanbul Milli Egitim Mudurlugu, Turkey (Project Coordinator)**	**1. Figen Sekin** **2. Ömer Faruk METIN** **3. Veysi Civilibal**
P2	**Ogretmen Akademisi Vakfi, Turkey**	**1. Dincer Denir** **2. Sezgir Vatarsever** **3. Ece Çiftçi**
P3	**Center for information and vocational guidance "ZGURA-M", Bulgaria**	**1. Andrean Lazarov** **2. Fernanda Horta** **3. Iglika Raykova**
P4	**STEFICON AE, Greece**	**1. Panagiotis Tsoris** **2. Dionysil Dassios** **3. Nikos Prodromidis**
P5	**Baltic Countries International Education Fundation Academy, Latvia**	**WITHDREW FROM THE PROJECT**
P6 (former)	**Istituto Comprensivo "Japigia1-Verga", Italy**	**WITHDREW FROM THE PROJECT**
P6 (replacing partner)	**University of Catania - UNICT**	**1. Augusto Gamuzza**
P7	**Directorate of secondary education of Thessaly, Greece**	**1. Xesfigkouli Dimitra** **2. Georgia Konstantia Karagianni** **3. Papazefkou Ourania**
P8	**Inspectoratul Scolar Judetean Dolj, Romania**	**1. Leotescu Daniel** **2. Draghici Ani**
	External evaluator AIP Ltd.	**1. Karel Van Isacker**

25th March 2019 (Monday) - First meeting day

Venue of the meeting: Imperial hotel Plovdiv

Address: 6, Lev Tolstoy str., 4017 Plovdiv, Google map: N 42° 08.683 E 24° 46.149

Agenda

Time	Activity	Lead by
09:00 - 09:05	**Welcome and a brief introduction by host partner**	**ZGURA-M**
	Partners were welcomed by the staff of the hosting organisation "ZGURA-M" who also explained practical arrangements for the stay in Plovdiv.  The project coordinator Mrs. Figen Sekin and the Vice Director of ILMEM Mr. Veysi Civilibal thanked the host for the great welcoming to the city and opened the meeting, and said it is excited to discuss about education in the partners countries for the refugees. Mr. Augusto Gamuzza from the University of Catania, the new partner from Italy, presented himself and his experience with refugee through the University of Catania. Also, expressed the differences from the University Catania and the past partner and how excited they are to be part of the TIEREF project.	
09:05 – 09:30	**WP1 Management** **Review of the action plan and discussion on pending and delayed tasks**	**IMEM** **All partners**
	IMEM reviewed the action plan with all partners. **ACTION PLAN REVIEW (for 3rd TSN MEETING PLOVDIV – 25-26.03.2019) – see**	

Time	Activity	Lead by
	separate document • WP1: All financial reports from all partners should be delivered by 10th of April 2019 onto financial folder at Dropbox. • WP1: Partners that have already released money expenses to upload all documents on Dropbox to be visible for the auditing purposes. • WP2: By the end of April ISJ DOLJ have the review and produce as a n internal quality report from WP2 outcomes • WP5: all partners to upload rest of good practices already collected by following the updated MSWord matrix and Excel form for search criteria. • WP5/A4: After all partner upload the practices findings, each partner will translate the matrix template in their country language, then all partners should go check the practices and pick the ones that are the most efficient/useful for their country and translate it, starting the uploading from 1st April 2019 to Dropbox the good practices. • WP6/A4 this was activity from the Lithuanian partner that withdrew from the project. Partner P1 and P3 will produce with the pilot plan to present to European commission. It will contain the initial plans that each partner have to realise. • WP8: All partners to upload all the Stakeholder identification, to make sure everyone has the final version as a new partner has entered the project. • P6 to send short information about the University of Catania and the logo of the University for the Project Website to be made the changes from the previous partner. • All partners must send 10 news from their country to be upload to the project Website.	
09:30 – 10:00	**WP3 Evaluation** **Observations by the External evaluator**	**Karel Van Isacker**
	See separate PPT. Karel explained what are the obligations of each partner towards the project, and the need of each partner to know your responsibilities. The external evaluator has pointed out the following: • Important that all partners attend all meetings, and where not possible Skype attendance for ALL sessions is required. • Common language is English, where needed translators should be provided by the respective partner. • Importance to understand project by heart, it is your “baby”. • Assign people to your own project team • “No money no honey”, ensure financials/administrative aspects are correctly addressed per the programme rules. • Ensure same representative stays on board from each partner • The Coordinator should implement all necessarily steps to finalise the process of replacement of the IT partner and the withdrew of the LT partner • A bilateral agreement with the new IT partner should be arranged as soon as possible • Reallocation of the tasks/responsibilities of the LT partner to P1 and P3 should be implemented as soon as possible – Annex to the bilateral agreement of P3 should be provided. • Lack of financial reporting by majority of the partners • By the end of the week (March 2019) all partners must send the Evaluation completed through the Website link	

Time	Activity	Lead by
	https://www.surveymonkey.com/r/TIEREF_EX_EV1, sent by Karel to all partners by email.	
10:00-13:00 (Coffee break at 11:30)	**WP5 Database of good practices development & assessment methodology for refugees students' prior knowledge – leader to prepare a detailed PPT** **WP5/A2 Collection, systematisation and categorisation of the good practices results – each partner will provide the above mentioned resources and will categorise them based on predefined wizard style logical framework – all partners to report directly from completed matrixes (ALL MATRİXES SHOULD BE UPLOADED ONTO DROPBOX, WP5, BEFORE THE MEETING)** **WP5/A3 Customisation by each partner of the content based on the national requirements, circumstances and cultural differences – all partners** ***Output:*** **5.1 Framework for collection and categorization of inclusive refugee's teaching and learning resources, methods, tools and mechanisms**	**Ogretmen Akademisi Vakfi** **Each partner to present completed matrixes**
	Ogretmen Akademisi Vakfi has presented their researchers and what they have found in Turkey – see ppt. All partners presented what good practices they have found in their home countries – they are uploaded in Dropbox WP5. Partner P8 has not presented any good practices, but they have shared the current situation in Romania about inclusion of refugees in the mainstream classroom. They have presented that they have 31 children in the country, but they face the problem of the language border, of refugee children no body is knowing English or Romanian, so children are 8 years old and some of them don't even know how to write. Also the refugees do not want to stay in Romania, and their parents say that they want their children to learn Romanian as they wish to go to Germany. On the country side are less children then in the city side. The teachers try to use music, they use the music from YouTube videos. As the language barrier is a problem to understand them and they don't want to learn the language, because they want to live, it is hard to make progress. The Romanian partners will provide some of the activities they try to provide to teach Romanian in the classrooms, such as music. Andrean informed the Romanian partners that is needed to provide the templates with information of the good practices of their country and even from other countries. Andrean also gave also the idea to all partners to send partners to send official letter to schools of the region they live, asking - what are the good practices /activities /programmes they are offering towards refugee children in their school. P1 presented their good practice, and what they are applying in their country, and was requested to download the material that what was presented and put on Dropbox, and present the good practices in the word matrix template. Veysi Civilibal explained in three steps the situations of the refugees in Turkey, the country that has the biggest amount of refugees (3.5 million of refugees in Turkey and 1.5 million of them are in Istanbul now) and explained how the practices are	

Time	Activity	Lead by
	done in Istanbul for education towards refugees. Istanbul has 16 temporary educational school centre with 5000+ students, and 8000+ are included in the regular schools in Istanbul, and they manage to go to the regular school, because it is provided courses (educated training) to prepare them to school. Also provides inclusive education from the refugees with special needs. He pointed out the families that say that they need to the child to go to work to support the family instead of going to school, and they created a program to fix such situation, as motivating the students going to class and at the end of the course they will get an amount of money as a reward of it. It was reminded to the Turkish partners upload in forms all the programmes /practices here presented in the meeting in Dropbox, but to remember that practices presented by Turkish must be practices that can be applied in other European countries. Karel added to all partners to provide on their good practices research, what good practices in education for refugees (mainly for children) has been continuous used, has shown progress and that are structured practices in their countries (to look for the small good practices too, instead on the ones that are only project related with funds and stops after the project is over). Partners must upload all the good practices collected in the format of the WORD MATRIX TEMPLATE already provided to all partners, until the end of 10th of April 2019.	
13:00 – 14:00	***Lunch***	***La Cantina***
14:00 – 15:30	**WP5 Database of good practices development & assessment methodology for refugees students' prior knowledge – leader to prepare a detailed PPT** **WP5/A4 Development of the assessment methodology for refugee prior knowledge and online tool for assessment methodology for refugee students' prior knowledge & recognition and validation of the learning outcomes gained during the learning process – lead by P6 + contribution by all partners – INITIAL PROPOSAL OF THE METHODOLOGY AND TOOL TO BE PRESENTED** ***Output:*** **5.2 Online tool for assessment methodology for refugee students' prior knowledge & recognition and validation of the learning outcomes gained during the learning process**	**University of Catania**
	The initial plans for the development of the tool was presented by Augusto – see ppt. Andrean suggested to when creating the tool, the teaching methods should be explained one by one approach. Andrean also reminded when implementing the peer support material, all partners should have in mind to not make it as an assessment model, and yes, more of a collaborative/inclusive assessment material, so the student can feel as part of the group, and not feeling judged and insecure about completing such assessments.	

Time	Activity	Lead by
	The only concern of the University of Catania it is how to translate it into ONLINE tool and is expecting support from partners. This will be resolved by the Assessment plug-in which has been developed by the team of Zgura-M. Andrean suggested all partners that the University of Catania to create 3 cases that are applicable to all the partner countries, so we can check if the concept created work and if it works, so the rest of partners can try them out with the advises border, and teachers in all countries can see if it can be implemented. All partners agreed with the suggestion. It was asked by Andrean to the University of Catania to add to the ppt presentation the five stages of the RPL process – identification, documentation, further training/learning plan, assessment and certification. The partners agreed to work more on the content during the 2nd day of the meeting.	
15:30 – 16:00	***Coffee break***	
16:00 – 17:30	**WP6 Peer supported learning intervention method** **WP6/A1 Finalisation of the structure of the guide – lead by P7 + contribution by all partners – leader to prepare a detailed PPT** **WP6/A2 Creation of the content of the guide – lead by P6 + contribution by all partners – both partners to present the new version of the guide** ***Output:*** **6.1 Peer supported learning intervention method.**	**DIRECTORATE OF EDUCATION OF THESSALY** **University of Catania**
	Directorate of Education of Thessaly presented the peer learning intervention method – see separate PPT. The topic *1. Curriculum content*, was discussed to keep it general, as for some European countries, there is no changes to be made in the curriculum once the refugee student it is in the regular school system of the country. It was discussed about the *Cross-age peer support*, to see what can be made, as the reality is it the opposite, the refugee peer is 2 to 3 years older than the peer from the national country, creating conflicts in the interaction. In section *Roles and responsibilities* should be presented a short example to each topic, so it can be more visible for the whole school staff (director/teacher/peers..) and focus more of how teacher could support each other, example if teachers have the same student and how they can work together. *Regarding native students*, Andrean suggested to be done a graphical progress, with scoring from 0 to 10 of the refugee student that enters the school, to see how is the progress of the student and what is working or not for she/he. Andrean offer to share an example of the graphical progress to P7. *Section 4:* It was advised to not exceed the amount of questionnaires to the teachers, and instead create ethos graphic notes, that the teachers can use without the help of our team, to be able to use on their own and use if they desire or not. Or, provide a General framework to the teacher to collect information, and then the teacher if they want can apply to their classroom. *Section 5: Conducting refugee peer support programme*, should be also be presented with examples to each topic presented, to illustrate the process and be more clear of	

Time	Activity	Lead by
	what we mean in each of them. *Section 7: Matching peers*, it was suggested that in the beginning of the year to be given to the native student and refugee student a questionnaire with basic questions (about 7 to 10 questions), such as "would be willing to make friends with children from other countries?"/ "Are you curious about learning new cultures?" / "Do you prefer doing activities with girls or boys". And maybe, even include their hobbies as questions, so the teacher could also try to match students with same interests, to help in the inclusion in general. Andrean reminded partners to put the logos of the project in each material that is produced. The partners will further work on the content during the separate content workshop as part of the 2nd meeting day.	
17:30 – 18:00	**WP7 Online collaborative exchange portal and resource repository concept towards inclusive education** **Activities – leader to prepare a detailed PPT** **WP7/A1: Development of alpha/beta and final versions of the portal – lead by P4 + contribution by all partners on validation of the version** ***Output:*** **7.1 Online collaborative exchange portal and resource repository concept towards inclusive education**	**STEFICON** **STEFICON**
	It was presented by STEFICON to all partners – see ppt. Andrean suggested to be able to search for good practices by key words. It was reminded all partners to put on the matrix template with the good practices what it is for, what education level it is for, so STEFICON is able to upload it on the website. And, tomorrow (26th March 2019) all partners will complete the excel file to each domains it belongs to, during the meeting activity. P2 must upload after meeting their good practices in the word matrix template, as it was presented only in ppt. Karel advised for the Online Platform, to be displayed the Methods on under another and not sideways forms, as it will be more visible for the mobile users. It was agreed to the Platform to have a guest login and also a registered to use it. It was agreed to add a rating on an entry of the good practice, and the person must be registered to be able to give it. All changes – search tool, rating, all the categories, and translation tabs functionality - must be add by STEFICON until end of April 2019. It was requested all partners to translate the search, filters displayed in the Platform.	
18:00-19:30	**Discussion on production of interim report** **Next partner meeting** **Recap of the meeting**	**IMEM**
	Dates from next meetings: The Next - Fourth meeting that was agreed to be in Greece, was switched to Romania, so all partners can join. On the dates: 12nd and 13th of September 2019 – the meeting will be held in Romania, in Craiova. For the Fifth meeting the partners have decided to be held in Greece – Karditsa, on the dates 6th and 7th February 2020, - they will be further confirmed. The Sixth meeting will be held in Italy - Catania, on the dates 15th and 16th of July 2020, to be future confirmed. For the Seventh (final) meeting in Turkey – that partners have decided to be held in Istanbul West, on the dates 18-19-20 of November 2020. Final meeting + multiplier	

Time	Activity	Lead by
	event. Andrean thanked all partners for their participation during the meeting and settle some agreements for tomorrow meeting.	

26th March 2019, (Tuesday) - Second meeting day – workshops divided into groups

Time	Activity	Lead by
	GROUP 1	
09:00 – 13:00	**WP6 Peer supported learning intervention method**	DIRECTORATE OF EDUCATION OF THESSALY University of Catania
Outcomes from the session: **With regards to Peer supported learning intervention guide:** • There will be an introduction included that will present the aims, purpose and description of the deliverable • Country specific information on introducing new refugee student at the mainstream school • Footnotes should be used in order to present the resource from where the stated information is coming. • Executive summary will be produced as soon as we have the final version of the guide. • The section on National curriculum should be further explained in terms of what part of it the refugee student could attend. • It was discussed that in Italy they will train students who are studying to become teachers. • Telling stories will be included together with key questions. They will be in a form of case study that each partner should prepare. • In Section 8 – a list of ethical issues could be included. • Georgia will add also feedback questionnaires and observation form. • The new improved version will be provided by Georgia by 15 May 2019. With regards to the RPL assessment tool: • The partners agreed on the further extension of the concept of the guide. • The part for content maps will be presented as an advanced level of intervention. • The first draft of the document version will be provided by 15 May 2019.		
	GROUP 2	
09:00 – 13:00	**WP7 Online collaborative exchange portal and resource repository concept towards inclusive education**	STEFICON ZGURA-M
STEFICON will send in the next 2 days an excel file with all the translations which are required for the website and the Moodle platform. The file will have several spreadsheets (one for each page) and two columns in each spreadsheet. First column will be English		

language and the second will be your native language you will translate into. Deadline 15 April 2019 MORE IMPORTANTLY Steficon are awaiting from you articles (target is 10 articles per partner) to add to the website NEWS section with text and photos if possible. Deadline 22 April 2019.		
GROUP 3		
09:00 – 13:00	**WP5 Database of good practices development**	Ogretmen Akademisi Vakfi DIRECTORATE OF EDUCATION OF THESSALY ZGURA-M
This group has revised the description files. All partners can access the in the new draft at Dropbox > WP5 ! TEMPLATE file. • P1 could not be with us because they have had to attend another meeting. They uploaded 4 examples before the meeting. They will renew this examples with respect to new template and add 6 more examples until March 31st. • P2 put 10 examples and search criteria files on the Dropbox. The revised description files will be added until March 31st. • P3 has uploaded 55 samples – Fernanda will upload search criteria files until March 31st. • P4 is the technical partner. • P5 is no longer with us. • P6 (Catania) uploaded 15 examples before the meeting. They will renew the definition files and upload sample files until March 31st. • P7 added 4 samples. Either description or search criteria files are in the final version. 6 more samples are welcome • P8 added 1 sample. Either description or search criteria file in the final version. 9 more samples are welcome.		
17:00 – 18:00	**Action plan** **Recap of the meeting**	IMEM
ACTION PLAN REVIEW (for 3rd TSN MEETING PLOVDIV – 25-26.03.2019) See below.		
15:00	**End of the meeting**	

Action plan

Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP1 Management				
WP1/A1 Creation and completion grant agreement with the EACEA	lead by P1	15.1.2018	31.3.2018	DONE
WP1/A2 Creation and completion of bilateral agreement between P1 and the rest of the partners	lead by P1	15.1.2018	31.3.2018	DONE
Amendment request for replacement of Italian partner and withdrawal of LT partner to be prepared and send to EACEA	Lead by P1 with support by P3 as internal evaluation manager	ASAP	ASAP	ITALIAN PARTNER APPROVED BY EACEA THE ISSUE WITH LITHUANIAN PARTNER TO BE RESOLVED AS SOON AS POSSIBLE WITH THE EACEA AS WELL AS THE REALLOCATION OF THE FUNDS – BY P1 AND P3
Completion of the bilateral agreement with new IT partner	P1	As soon as approved by EACEA	As soon as approved by EACEA	DONE
WP1/A3 Creation and completion of the IPR agreement	lead by P1 with contribution by all partners	15.1.2018	31.3.2018	AS PART OF THE BILATERIAL AGREEMENT
WP1/A4 Development of project management manual	lead by P1	15.1.2018	30.4.2018	DONE and uploaded onto Dropbox WP1
WP1/A5 Development of financial and monitoring	lead by P1 with contribution by P3	15.1.2018	30.4.2018	DONE and uploaded onto Dropbox WP1

Action	*Leading Partner*	*Start date*	*End date*	*Status*
reporting forms				
WP1/A6 Regular six months reporting by all partners to P1	lead by P1 + contribution by all partners	15.1.2018	14.1.2021	15/01-31/03/2019 – ALL PARTNERS TO PROVIDE BY THE 10 APRIL 2019 TO P1 AND P3
WP1/A7 Regular review meetings of the National expert advisory committees in partners' countries	all partners	15.1.2018	14.1.2021	NEAC- ALL PARTNERS TO PROVIDE COMPLETED REPORTS BY END OF MARCH 2019
WP1/A8 Monthly review via Skype meetings to report on project progress by each partner and to agree on the next steps	lead by P1 + contribution by all partners	15.1.2018	14.1.2021	ONGOING
WP1/A9 Organisation of the kick-off transnational partners meeting in Turkey	lead by P1 + participation of all partners	15.1.2018	14.1.2021	DONE
WP1/A10 Completion and submission of progress and final reports to the EACEA	lead by P1 + participation of all partners	15.1.2018	14.1.2021	EACH WP LEADER TO PROVIDE DESCRIPTION OF THE RELEASED ACTIVITIES AND DELIVERABLES BY 10TH MAY 2019 SUBMISSION DEADLINE OF THE PROGRESS REPORT IS BY 31 MAY 2019
Setting up of Dropbox folder and Google mailinggroup	lead by P1	15.1.2018	14.1.2021	DONE
Project management handbook		15.1.2018	14.1.2021	DONE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
Reporting forms		15.1.2018	14.1.2021	DONE
Report on factual findings - Type I		15.1.2018	14.1.2021	NOT YET DUE
WP2 Quality assurance				
WP2/A1 Production and implementation of quality assurance plan and measures	lead by P1 + contribution by all partners.	15.1.2018	30.4.2018	DONE
WP2/A2 Monthly reviews of progress against the work programme	lead by P1 + contribution by all partners	15.1.2018	14.1.2021	ONGOING
WP2/A3 Ongoing participation in the quality assurance measures according to predefined indicators with regards to the project outputs during their production, iterative testing, pilot implementation, dissemination, mainstreaming, exploitation and sustainability	all partners	15.1.2018	14.1.2021	ONGOING TASKS
WP2/A4 Regular reviews of progress and gathering structured and concise feedback by the members of the NEAC	all partners	15.1.2018	14.1.2021	ONGOING TASKS
WP2/A5 Gathering of impact based on logical	lead by P8 + contribution by all partners.	15.1.2018	14.1.2021	ON GOING TASKS; KEY INDICATORS TO BE USED

Action	*Leading Partner*	*Start date*	*End date*	*Status*
framework indicators				
Quality plan		15.1.2018	14.1.2021	DONE
Internal quality assurance reports		15.1.2018	14.1.2021	INTERIM QUALITY REPORT TO BE PRODUCED BY 30 APRIL 2019 BY ROMANIAN PARTNER
WP3 Evaluation				
WP3/A1 Creation of internal evaluation plan and tools	lead by P3 and to be agreed by all partners.	15.1.2018	30.4.2018	DONE
WP3/A2 Selection by tender procedure of external evaluator	lead by P3	15.1.2018	14.1.2021	DONE
WP3/A3 Development and provision of on-going external evaluation	lead by the selected external evaluator	15.1.2018	14.1.2021	ONGOING
WP3/A5 Regular reviews of progress against the work plan and deliverables and of activity against aims and objectives of the project and against the original application	lead by P3 together with P1 + contribution by all partners.	15.1.2018	14.1.2021	ONGOING
WP3/A6 Facilitate evaluation of partner meetings and analyse results for feedback to partners	lead by P3	15.1.2018	14.1.2021	ONGOING DONE FOR KICK OFF AND SECOND MEETING
WP3/A7 Evaluation of	lead by P3 + contribution by all	15.1.2018	14.1.2021	year 2 to be defined

Action	*Leading Partner*	*Start date*	*End date*	*Status*
piloting, including setting of outcome measurement tools for assessing social and educational impact of the project results	partners.			
WP3/A8 Provision of progress and final external evaluation reports	lead by the selected external evaluator.	15.1.2018	14.1.2021	NOT YET DUE
WP3/A9 Organisation of the sixth transnational partners meeting in Latvia	lead by P5 + participation by all partners	15.1.2018	14.1.2021	NOT YET DUE
Internal evaluation plan and tools		15.1.2018	14.1.2021	DONE
External evaluation reports – progress and final stage		15.1.2018	14.1.2021	ALL PARTNERS TO COMPLETE EXTERNAL EVALUATION QUESTIONNAIRE BY 31 MARCH 2019 PROGRESS REPORT BY EXTERNAL EVALUATOR TO BE PROVIDED BY 15 MAY 2019
WP4 Exploitation of results				
WP4/A1: Development and implementation of an Exploitation strategy – a document which is describing a rigorous model	lead by P6 + contribution by all partners	15.1.2020	14.1.2021	NOT YET DUE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
of promotion and mainstreaming of the project's results, including the identification of key exploitation targets (media, tools, and channels), stakeholders mapping and mainstreaming of final products				
WP4/A2: Wider-exploitation campaign that is promoting the exploitability of the project results which will be offering free resources to the project target groups and relevant beneficiaries	all partners	15.1.2020	14.1.2021	NOT YET DUE
WP4/A3: Organisation of round tables and focus group presentations to convince the pedagogical staff by presenting the benefits and strengths of each of the above mentioned refugee good practice teaching resources	all partners	15.1.2020	14.1.2021	NOT YET DUE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP4/A4: Organisation of meetings with representatives by the regional municipalities, educational directorates and relevant departments at the Ministry of education as well as the representatives by the educational committees at the national Parliaments responsible for the decision-making to convince them to support the participation of as much as possible representatives of the pedagogical staff (at all educational levels in the country) in the testing phase and to increase the number of the users of the portal	all partners	15.1.2020	14.1.2021	NOT YET DUE
WP4/A5: Negotiated exploitation agreements with relevant stakeholders	all partners	15.1.2020	14.1.2021	NOT YET DUE
WP4/A6: Organisation of the exploitation multiplier event in Istanbul,	lead by P1 + contribution by all partners	15.1.2020	14.1.2021	NOT YET DUE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
Turkey				
WP4/A7: Organisation of the final transnational partners' meeting in Turkey	lead by P1 + participation/input by all partners.	15.1.2020	14.1.2021	NOT YET DUE
Exploitation strategy		15.1.2020	14.1.2021	NOT YET DUE
Exploitation agreements		15.1.2020	14.1.2021	NOT YET DUE
Exploitation multiplier event – Istanbul, Turkey		15.1.2020	14.1.2021	NOT YET DUE
WP5 Database of good practices development and assessment methodology for refugees students' prior knowledge				
WP5/A1 Development and implementation of a logical framework for collection and categorisation of inclusive refugee's teaching and learning resources, methods, tools and mechanisms in the sectors: early childhood, secondary school, Adults education	lead by P2 + contribution by all partners	15.2.2018	30.6.2018	DONE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP5/A2 Collection, systematisation and categorisation of the good practices results – each partner will provide the above mentioned resources and will categorise them based on predefined wizard style logical framework	all partners	1.10.2018	28.2.2019	TR – 14 MATRIXES COMPLETED ALL SHOULD BE PROVIDED IN THE WORD FORMAT BY 31 MARCH 2019 BG – 55 MATRIXES COMPLETED IT – 15 MATRIXES COMPLETED GR – 4 MATRIXES COMPLETED RO – NO MATRIXES COMPLETED – 15 TO BE PROVIDED BY 10 APRIL 2019 <u>THE PROCESS OF COLLECTION WILL CONTINUE ALSO DURING PILOTING TILL MONTH 24</u> SYSTEMATISATION AND CATEGORISATON BY P2 + ALL PARTNERS (26 MARCH 2019)
WP5/A3 Customisation by each partner of the content based on the national requirements, circumstances and cultural differences	all partners	15.2.2018	14.1.2021	Each partner should translate the collected matrixes BY 15 MAY 2019 Each partner should select at least 10 outputs that will be translated BY 1 JULY 2019
WP5/A4 Development of the assessment methodology for refugee prior knowledge and	lead by P6 + contribution by all partners	15.2.2018	14.6.2019	DRAFT VERSION WILL BE PROVIDED BY 15 MAY 2019

Action	*Leading Partner*	*Start date*	*End date*	*Status*
online tool for assessment methodology for refugee students' prior knowledge & recognition and validation of the learning outcomes gained during the learning process				
WP5/A5 Uploading of the good practice resources onto the TIEREF portal	lead by P6 + contribution by all partners	15.2.2018	14.1.2021	NOT STARTED YET
WP5/A6 Iterative testing of the good practice resources and the assessment methodology	all partners	15.2.2018	14.1.2021	NOT STARTED YET
WP5/A7 On-going collection of other approbated refugee teaching and learning resources, methods, tools, practice	all partners to P2	15.2.2018	14.1.2021	ONGOING
WP5/A8 Organisation of the second transnational partners meeting in Plovdiv, Bulgaria	lead by P3 + contribution/input by all partners	15.2.2018	14.1.2021	9-10.07.2018 DONE
Framework for collection and categorisation of inclusive refugee's teaching and learning resources, methods, tools and		15.2.2018	14.1.2021	FRAMEWORK DONE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
mechanisms				
Online tool for assessment methodology for refugee students' prior knowledge & recognition and validation of the learning outcomes gained during the learning process		15.2.2018	14.1.2021	DRAFT VERSION BY 15 MAY 2019 IT SHOULD BE PROVIDED FOR THE PROGRESS REPORT
WP6 Peer supported learning intervention method				
WP6/A1 Finalisation of the structure of the guide	lead by P7 + contribution by all partners	15.2.2018	30.6.2018	DRAFT VERSION AVAILABLE NEW IMPROVED VERSION TO BE PROVIDED BY 30 APRIL 2019
WP6/A2 Creation of the content of the guide	lead by P6 + contribution by all partners	15.2.2018	31.10.2018	DRAFT VERSION AVAILABLE NEW IMPROVED VERSION TO BE PROVIDED BY 30 APRIL 2019
WP6/A3 Production of EN version and translation onto partners' languages	all partners	15.2.2018	14.5.2019	NEW IMPROVED VERSION TO BE PROVIDED BY 30 APRIL 2019
WP6/A4 Pilot try-outs with beneficiaries – pedagogical staff, psychologists	all partners	15.2.2018	14.5.2019	PILOT PLAN TO BE PROVIDED BY 10 MAY 2019 BY P3 ALL PARTNERS TO COMPLETE IT BY 20 MAY 2019
WP6/A5 Optimisation of the output based on the gathered feedback	lead by P7	15.2.2018	14.5.2019	to be done

Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP6/A6 Organisation of the 3rd transnational partners meeting in Craiova, Romania	lead by P8 + contribution/input by all partners	15.2.2018	14.5.2019	12-13 December 2018 POSTPONED TO 25-26 MARCH IN PLOVDIV, BULGARIA
Peer supported learning intervention method		15.2.2018	14.5.2019	IN PROGRESS
WP7 Online collaborative exchange portal and resource repository concept towards inclusive education				
WP7/A1: Development of alpha/beta and final versions of the portal	lead by P4 + contribution by all partners on validation of the version	15.2.2018	14.1.2019	NEW VERSION WILL BE PROVIDED BY 15 MAY 2019
WP7/A2: Collection, systematisation and categorisation of the good practices results – each partner will provide the above mentioned resources	each partner will provide the above mentioned resources – lead by P4 + contribution by all partners	15.2.2018	14.1.2021	STARTING FROM 1ST APRIL 2019 ONWARDS
WP7/A3: Gathering feedback from the NEAC and customisation by each partner of the content based on the national requirements, circumstances and cultural differences	all partners	15.2.2018	14.1.2021	to be done

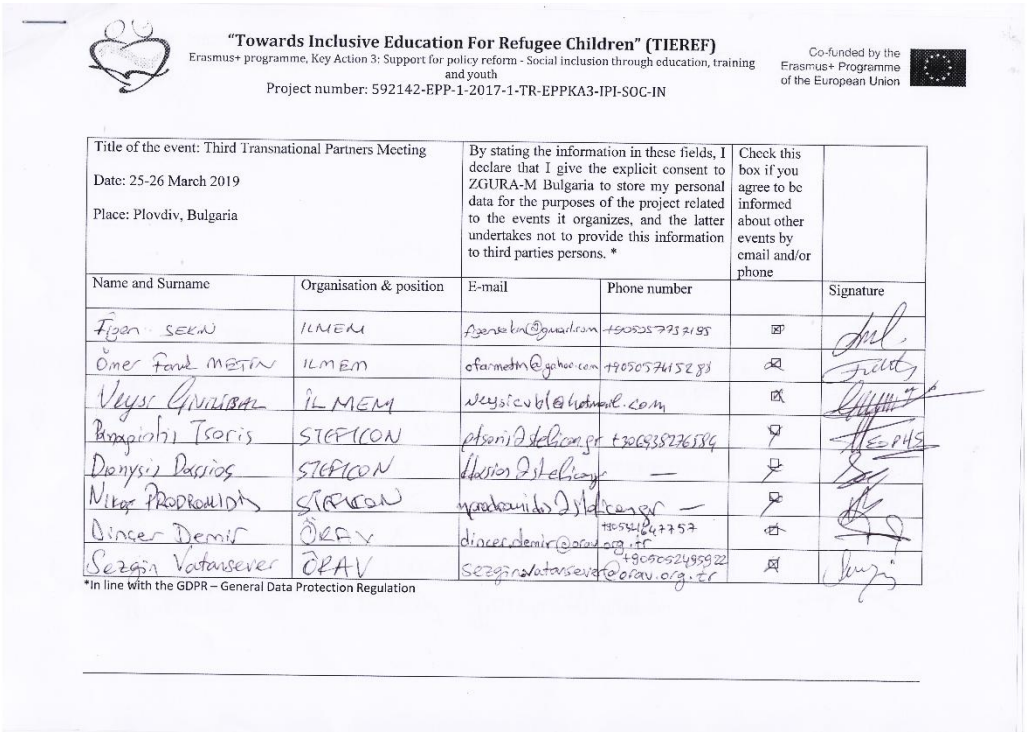
Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP7/A4: Uploading of resources onto the portal (three testing cycles: alpha, beta and optimised versions)	lead by P4	15.2.2018	14.1.2021	STARTING FROM 1ST APRIL 2019 ONWARDS
WP7/A5: On-going collection of other approbated resources, methods, tools, practice	all partners	15.2.2018	14.1.2021	NOT YET DUE
Online collaborative exchange portal and resource repository concept towards inclusive education		15.2.2018	14.1.2021	NEW VERSION WILL BE RELEASED BY 15 MAY 2019
WP8 Pilot implementation and impact gathering				
WP8/A1 Development of pilot plan	lead by P5 + contribution by all partners	14.4.2019	14.1.2021	NOT YET DUE WILL BE LED BY P3 UPON APPROVAL BY EACEA
WP8/A2 Development and implementation of the impact gathering tool	lead by P5 + contribution by all partners	14.4.2019	14.1.2021	NOT YET DUE WILL BE LED BY P3 UPON APPROVAL BY EACEA
WP8/A3 Development and implementation of white papers towards inclusive education for migrant children	lead by P5 + contribution by all partners	14.4.2019	14.1.2021	NOT YET DUE WILL BE LED BY P1 UPON APPROVAL BY EACEA

Action	*Leading Partner*	*Start date*	*End date*	*Status*
WP8/A4 Collection of case studies from implementers – pedagogical staff who used the inclusive learning resources	lead by P5 + contribution by all partners	14.4.2019	14.1.2021	NOT YET DUE WILL BE LED BY P1 AND P3 UPON APPROVAL BY EACEA
WP8/A5 On-going collection of other approbated inclusive learning resources, methods, tools, practice	all partners	14.4.2019	14.1.2021	NOT YET DUE
WP8/A6 Production of optimised versions of the portal	– lead by P4	14.4.2019	14.1.2021	NOT YET DUE
WP8/A7 Policy liaison on governmental level aiming to include the inclusive refugee learning as a priority of the leading political party in their mandate agenda (at all partners countries)	all partners	14.4.2019	14.1.2021	NOT YET DUE
WP8/A8 Organisation of the Fourth transnational partners meeting in Bari, Italy	lead by P6 + contribution/input from all partners	14.4.2019	14.1.2021	NOT YET DUE
Pilot plan and impact gathering tool		14.4.2019	14.1.2021	DRAFT VERSION BY 10 MAY 2019
White papers towards inclusive education for refugee/migran		14.4.2019	14.1.2021	NOT YET DUE

Action	*Leading Partner*	*Start date*	*End date*	*Status*
t children, based on the project's outcomes and results				
Case studies from implementers – pedagogical staff who used the inclusive learning resources		14.4.2019	14.1.2021	NOT YET DUE
WP9 Dissemination				
WP9/A1 Finalisation and implementation of the dissemination strategy	P1 with contribution from all partners.	15.1.2018	14.1.2021	FINAL VERSION TO BE UPLOADED BY P1 ASAP
WP9/A2 Stakeholder identification	all partners.	15.1.2018	14.1.2021	ONGOING EACH PARTNER TO UPLOAD THEIR STAKEHOLDER MAPPING ONTO DROPBOX BY END OF MARCH 2019
WP9/A3 Production of project brand and promotional materials - leaflets, roll-up banners, logo, PPT template etc.	lead by P1 + contribution by all partners.	15.1.2018	14.1.2021	flyer to be UPDATED after approval of the new Italian partner and withdrawal of LT partner
WP9/A4 Development and maintenance of the project website	P4 with contribution from all partners.	15.1.2018	14.1.2021	www.teachref.eu DELAYED TRANSLATION OF NATIONAL VERSIONS AND NO LOCAL CONTENT ALL PARTNERS TO PROVIDE BY 10 APRIL 2019 TRANSLATIONS AND CONTENT

Action	*Leading Partner*	*Start date*	*End date*	*Status*
				FOR NEWS
WP9/A5 Reaching key European level dissemination targets and media	P4 with contribution from all partners.	15.1.2018	14.1.2021	ongoing
WP9/A6 Publications and press releases – at least 4 per partner country	at least 4 per partner country - all partners	15.1.2018	14.1.2021	ongoing
WP9/A7 Organisation of informative sessions **(minimum 10 per partner)**	all partners	15.1.2018	14.1.2021	NOT YET DUE
WP9/A8 Organisation of thematic workshops **(minimum 10 per partner)**	all partners	15.1.2018	14.1.2021	NOT YET DUE
Dissemination strategy and awareness-raising campaign		15.1.2018	14.1.2021	FINAL VERSION TO BE UPLOADED
Dissemination promotional materials		15.1.2018	14.1.2021	IN PROGRESS
Project website		15.1.2018	14.1.2021	NEW VERSION BY 10 APRIL 2019

Scanned list of participants:



"Towards Inclusive Education For Refugee Children" (TIEREF)
Erasmus+ programme, Key Action 3: Support for policy reform - Social inclusion through education, training and youth
Project number: 592142-EPP-1-2017-1-TR-EPPKA3-IPI-SOC-IN

Co-funded by the Erasmus+ Programme of the European Union

Title of the event: Third Transnational Partners Meeting Date: 25-26 March 2019 Place: Plovdiv, Bulgaria		By stating the information in these fields, I declare that I give the explicit consent to ZGURA-M Bulgaria to store my personal data for the purposes of the project related to the events it organizes, and the latter undertakes not to provide this information to third parties persons. *		Check this box if you agree to be informed about other events by email and/or phone	
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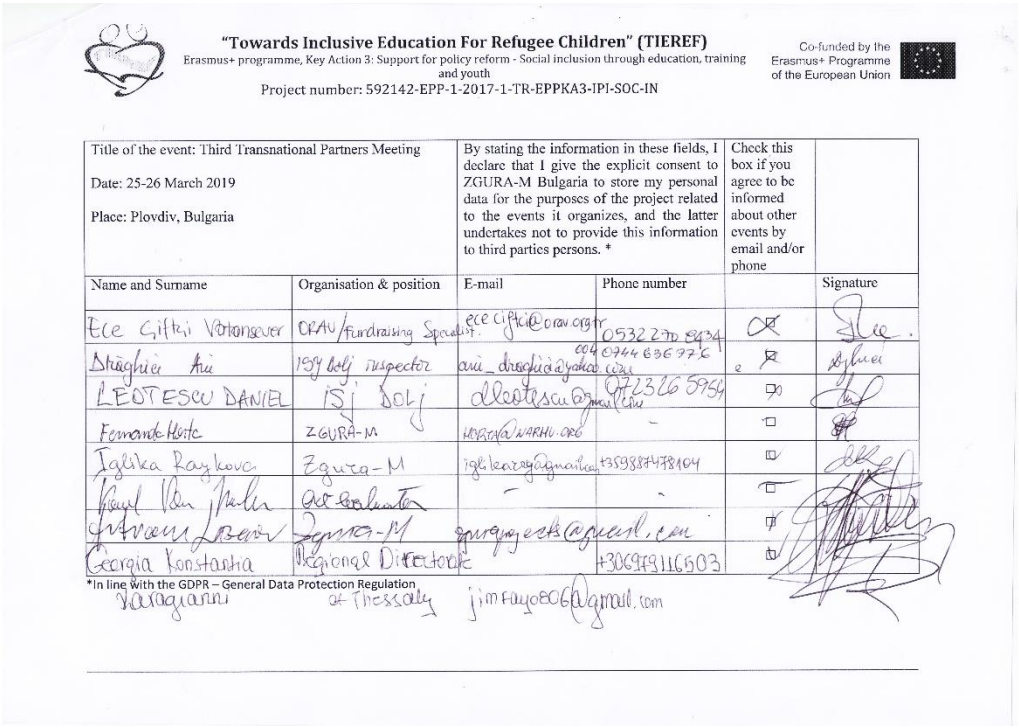
*In line with the GDPR – General Data Protection Regulation



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				☐	
				☐	
				☐	
				☐	
				☐	

*In line with the GDPR – General Data Protection Regulation