

Agenda – transnational project meeting M1

Aim: preparation of the implementation of the project (management and quality assurance issues) and detailed planning of the activities in the first year of the project (discuss the organisation of the MeJ workshop for 2014 – 2015, share resources related to skills (soft skills, math competences) developed through math research, timeline of the first year project activities)

Participants: 2 teachers: Hubert PROAL, Noëlle TROVATO + 3 students from FR: Tanguy RUTH, Martin LUC, Margot ISSERTINE , 4 teachers + 5 students from RO

Place: Colegiul National Emil Racovita Cluj-Napoca, class room 11 (Wednesday 11 – 15), class room 30 (Wednesday 15 – 17, Thursday and Friday).

Wednesday, 29 October 2014			Participating Ro teachers & students
00.15	Meeting in the airport	Students and parents & Ariana will wait for the guests in the airport.	
10.45	Meeting at school	FR teachers will be picked-up by Ariana at the hotel at 10.25. FR students will come to school with their host – students.	
10.50 – 11.10	The school principal welcomes the MatLan delegation		
11.10 – 13.00	FR teachers and students will participate in math/ English classes.		
13.00 – 14.00	Brunch		
14.00 – 15.00	MeJ workshop	Adela Lupescu (researcher) will attend the workshop.	Ariana + Ariana's MeJ students + ...
15.00 – 17.00	Detailed planning (including timeline) of the MeJ workshop for 2014 – 2015; Communication between FR and RO students (e-communication: means and frequency, communication platform?); Planning the Skype Conferences; Communication between FR and RO teachers; Communication between students, teachers and researchers.	The result of this session will be the MatLan project communication procedure which will include: aim, communication means, steps, monitoring and A2 timeline (Nov. 2014 – May 2015)	Participating RO teachers: Ariana Vacaretu Felicia Marincas Participating RO students: Melnic Aiana Chindris Mihai Magdau Mara Catalina Rete Oprisa Armand
19.30	Dinner (teachers)		

Thursday, 30 October 2014				
8.50	Meeting at school			
9.00 – 10.50	Dissemination - group work: students and teachers Students will work on the dissemination of the project to high-school students (within and outside the partner schools). Teachers will work on the dissemination of the project within the school (teachers) and outside the school (teachers & stakeholders)		The result of this session will be the MatLan project dissemination procedure.	Participating RO teachers: Ariana, Adrian Magdas Participating RO students: Voda Mircea Motogna Victor Coroiu Diana Marian Ruxandra Melnic Aiana, Rete Catalina, Magdau Mara
10.50 – 11.10	Coffee/ tea break			
11.10 – 13.00	Students group The project logo	Teachers group M&E strategy	The result of this session will be: <ul style="list-style-type: none"> - Ideas for the design of the logo - M&E strategy (includes: outputs and activities indicators, what to M&E – evidence to collect and sources for documenting the M&E, how to M&E – method/ strategy/ tool, who will M&E – person in charge & external evaluators 	Participating RO teachers: Ariana, Valentina Vasilescu Participating RO students: Voda Mircea Motogna Victor Coroiu Diana Marian Ruxandra + host-students
13.00 – 14.00	Brunch			
14.00 – 15.00	The project website – structure, hosting, domain name, administration, responsibilities		The result of the session will be a clear and common vision on the project website.	Participating RO teachers: Ariana, Anca Lapustea, Felicia, Ioana, Vali Participating RO students: Voda Mircea, Melnic Aiana, Rete Catalina, Magdau Mara Motogna Victor Coroiu Diana Marian Ruxandra

15.00 – 16.00	The glossary (Key-words EN-FR-RO glossary) - Students' group - Teachers' group Same issue for both groups: what key terms do we need to include in the glossary Timeline A3 (Nov. 2014 – May 2015)		The result of the session will be a list of identified key-words related to math researches + project A3 – timeline (Nov. 2014 – May 2015)	Participating RO teachers: Ariana, Anca Lapustea, Felicia, Ioana Nendrean, Vali Participating RO students: Voda Mircea, Melnic Aiana, Rete Catalina, Magdau Mara Motogna Victor Coroiu Diana Marian Ruxandra
16.00 – 18.30	Guided tour in the city center			Participating RO teachers: Ariana Participating RO students: Voda Mircea, Melnic Aiana, Rete Catalina, Magdau Mara
Friday, 31 October 2014				
8.50	Meeting at school			
9.00 – 10.50	Students group MatLan poster & MatLan flyer – what information should contain?	Teachers group Timeline of the A1 (Nov. 2014 – May 2015) Discussions on financial management issues	The result of the session will be: - List of information to be included in the MatLan poster - List of information to be included in the MatLan flyer - Timeline of A1 (Nov. 2014 – May 2015)	Participating RO teachers: Ariana, Alexandrina Cruceru Participating RO students: Pecican Senya Roman Raluca Papahagi Matei Lupescu Vlad + host-students
10.50 – 11.10	Coffee/ tea break			
11.10 – 12.00	Students group 1 st newsletter of the project for students	Teachers group share resources related to skills (soft skills, math competences) developed	The result of the session will be: - Content of the 1 st MatLan newsletter for students - List of shared resources related to skills (soft skills, math competences)	Participating RO teachers: Ariana Participating RO students: Pecican Senya Roman Raluca Papahagi Matei Lupescu Vlad

		through math research	developed through math research	Melnic Aiana, Rete Catalina, Magdau Mara
12.00 – 13.00	Students group Write articles for the 1 st newsletter of the project for students	Teachers group Revision and timeline for the O1-A1 and O1 – A2	The result of the session will be: <ul style="list-style-type: none"> - Articles written by students for the 1st MatLan newsletter for students - Revised description of the activities A1-O1, A1-O2 - Timeline for A1-O1, A1-O2 	Participating RO teachers: Ariana Participating RO students: Pecican Senya Roman Raluca Papahagi Matei Lupescu Vlad Melnic Aiana, Rete Catalina, Magdau Mara
13.00 – 14.00	Brunch			
14.00 – 14.30	Detailed planning of the short term students activity C1		The result of the session will be: <ul style="list-style-type: none"> - Tentative agenda for C1 	Participating RO teachers: Ariana, Felicia, Ioana, ... Participating RO students: Pecican Senya Rete Catalina Magdau Mara Melnic Aiana Roman Raluca Papahagi Matei Lupescu Vlad
14.30 – 15.30	Q&A Summarizing the outcomes of the meeting (including the detailed planning of the activities A1, A2, A3, O1-A1, O1-A2)		Clarification of unclear issues	Participating RO teachers: Ariana, Felicia, Ioana Participating RO students: Rete Catalina Magdau Mara Melnic Aiana Pecican Senya Roman Raluca Papahagi Matei Lupescu Vlad
15.30 – 16.00	Evaluation of the meeting			Participating RO teachers: Ariana, Felicia, Ioana

			Participating RO students: Rete Catalina Magdau Mara Melnic Aiana Pecican Senya Roman Raluca Papahagi Matei Lupescu Vlad
19.00	Dinner (teachers)		
Saturday, 1 November 2014			
6.00	Departure of the FR delegation	Guest students will be brought to the airport by the families (at 5.00 a.m.)	