



Project title:

STEAME : Guidelines for Developing and Implementing STEAME Schools

Reference number: 2019-1-CY01-KA201-058240

Implementation period: November 2019 – October 2021

Kick off Meeting

18-19 November 2019, Nicosia, Cyprus

Venue of meeting: 36 Stasinou street, Office 102, Strovolos 2003, Nicosia, Cyprus

Where: Cyprus Mathematical Society

Emergency Contact numbers: Gregoris Makrides, +357-99641843

Version 4 date: 11 November 2019

Agenda

Sunday, 17 November 2019		
Time	Action	Presenter – Comments
All day	Arrivals	Transfer information from the airport has been sent to all
20:00	Meeting at LandMark hotel reception and share a dinner in the area	Partnership – meeting each other
Monday, 18 November 2019		
Time	Action	Presenter – Comments
9.15	Meeting starts (walk to the meeting, use directions sent to you)	Welcome by the project Coordinator and host of Meeting 1 Gregoris Makrides
9:15 – 10:00	<p>Introduction by each partner institution (about 4 min each) (who you are, what do you offer, location, size, why you joined the project?) Task for all: Prepare a short PPP of your institution/organization in EN. It will be published on the project website.</p> <p>P0. Cyprus Mathematical Society, Cyprus (Gregoris Makrides, Andreas Demetriou, Giorgos Chimonides, Andri Charalambous) P1. Cyprus Pedagogical Institute, Cyprus (Eleni Papageorgiou, George Tsalakos) P2. Pedagogical University of Krakow, Poland (Tomasz Szemberg, Justyna Szond) P3. Prof. Ivan Apostolov Private English Language School, Bulgaria (Margarita Trencheva, Milena Koleva) P4. Institute of Accelerating Systems and Applications, Greece (Evangelos Gazis, Eleni Adamidi) P5. Doukas School, Greece (Thomas Economou, Yannis Kotsanis) P6. ITC Elsa Morante Limbiate School, Italy (Antonella Corrado, Michela Vaccaro)</p>	Each presentation will be done by one representative from the partner organization.
10.00 – 11.00	<p>Presentation and Discussion of Outputs Plan of Action (presentation of plan by Output leaders for O1, O2 and O3) time tables, activities Discussion / Decisions</p>	<p>O1 Leader: Krakow Pedagogical Uni, PL O1 Co-leader: Cyprus Math Society, CY O2 Leader: Doukas School, GR O2 Co-Leader: Cyprus Pedagogical Inst, CY O3 Leader: Ivan Apostolov School, BG O3 Co-Leader: Elsa Morante School, IT</p>

11.00 – 11.30	Coffee break	(bring sweets from home)
11.30 – 13.00	Continue...Presentation and Discussion of Outputs Plan of Action	
13:00 – 14:30	Lunch Break – CMS	All
14:30 – 17:30	Presentation and Discussion of Outputs Plan of Action (presentation of plan by Output leaders, O1, O2, O3), time tables, activities Some discussion for O3 in conjunction with O1 and O2 Discussion / Decisions Planning the work for Tuesday	
16:00	Coffee during work	
20:30	Dinner at a local traditional tavern (price per person to be confirmed) Directions to be announced	
Tuesday, 19 November 2019		
Time	Action	Presenter – Comments
9:15 – 10:30	Finalization of the plan for O1	All partners involved, O1 Leader and Co-Leader
10:30 – 13:30	1. Management and Reporting 2. Quality assurance statement 3. Contingency plan 4. Indicators and monitoring 5. Dissemination plan, project logo, web site 6. Promotion activities and tools (newsletters etc.) 7. STEAME Google Drive 8. Publication of results, IPR Issues 9. Planning meeting 2 in Sofia (22-23 April 2020 (12.00 noon of 22 April until 5 pm of 23 April)) 10. TO DO LIST	All partners involved Quality Assurance Leader: Evangelos Gazis Deputy Leader: Andreas Skotinos
12.00 – 12.30	Presentation by the Cyprus ERASMUS+ National Agency, represented by	Stella Leonidou, Coordinator of KA2 Foundation for the Management of European Lifelong Learning Programmes
11:00	Coffee during work	
13:30 – 14:00	Optional joint lunch	
14:00	Departures	
Wednesday, 20 November 2019		
All day	Departures	

P.S. OPTIONAL: bring any traditional sweets for the meeting . Coffee and light lunch will be offered by CyMS.

STEAME Project Timeline

	2019		2020												2021										
	M1 11	M2 12	M3 01	M4 02	M5 3	M6 4	M7 5	M8 6	M9 7	M10 8	M11 9	M12 10	M13 11	M14 12	M15 01	M16 02	M17 3	M18 4	M19 5	M20 6	M21 7	M22 8	M23 9	M24 10	
Project activity*																									
A1: Project Management																									
A2: Quality Assurance and project Evaluation																									
A3: Dissemination of project results																									
O1. Guidelines for dynamic and adaptive STEAME curricula M1-M7																									
O1/A1: Analysis of European and Global characteristics in terms of activities, curricula and organizational structure																									
O1/A2: Analysis of results of at least 50 EU funded projects on STEM or STEAM																									
O1/A3: Use A1 and A2 to develop the guidelines																									

	2019		2020												2021									
	M1 11	M2 12	M3 01	M4 02	M5 3	M6 4	M7 5	M8 6	M9 7	M10 8	M11 9	M12 10	M13 11	M14 12	M15 01	M16 02	M17 3	M18 4	M19 5	M20 6	M21 7	M22 8	M23 7	M24 8
O2. Guidelines for STEAME Activities in Schools for two age groups M4-M16																								
O2/A1: Sample inquiry based learning and creativity plans: Grades 7-9																								
O2/A2: Sample inquiry based learning and creativity plans: Grades 10-12																								
O2/A3: Sample activity plan for cooperation between schools and research institutes																								
O2/A4: Pilot testing and compilation of Guidelines																								

	2019		2020												2021									
	M1 11	M2 12	M3 01	M4 02	M5 3	M6 4	M7 5	M8 6	M9 7	M10 8	M11 9	M12 10	M13 11	M14 12	M15 01	M16 02	M17 3	M18 4	M19 5	M20 6	M21 7	M22 8	M23 7	M24 8
O3. Guidelines for STEAME School Organizational Structure M10-M23																								
O3/A1: TYPE A Schools (how to modify structures in existing schools)																								
O3/A2: TYPE B Schools (how new schools should be structured)																								
O3/A3: Discussion with school authorities to determine the level of possible adaptability under current structures of flexibility to change																								
O3/A4: Design a training course for teachers, school heads and authority representatives																								

	2019		2020												2021										
	M1 11	M2 12	M3 01	M4 02	M5 3	M6 4	M7 5	M8 6	M9 7	M10 8	M11 9	M12 10	M13 11	M14 12	M15 01	M16 02	M17 3	M18 4	M19 5	M20 6	M21 7	M22 8	M23 9	M24 10	
M1: Kick off meeting	CY																								
M2: 2nd partners meeting						BG																			
M3: 3rd partners meeting										PL															
M4: 4th partners meeting																	GR								
M5: 5th partners meeting																							CY		
E1: STEAME Final Conference –Cyprus																							CY		
E2: STEAME Mini Conference – Greece																	GR								
E3: STEAME Mini Conference – Bulgaria																			BG						
E4: STEAME Mini Conference – Poland																			PL						
E5: STEAME Mini Conference – Italy																			IT						
C1. Training Activity																	GR								