



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



Prof. Ivan Apostolov
ENGLISH LANGUAGE SCHOOL

Project title:

STEAME: Guidelines for Developing and Implementing STEAME Schools

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

Implementation period: November 2019 – December 2021

TPM FINAL- BULGARIA

17-18 December 2021, Sofia, Bulgaria

Venue of meeting: Prof. Ivan Apostolov Private High School

Address: <https://goo.gl/maps/yaJ9oHRa25w8MKar7> - Prof.arh. Stancho Belkovski 1, Str. Mladost 1, 1797 Sofia

Meeting Room: Someone will meet you at the entrance hall

Agenda

Friday, 17 December 2021		
Time (EET)	Action	Presenter – Comments
	Arrivals	
13:30-14:30	Joint Lunch at Prof. Ivan Apostolov Private High School (Prof.arh. Stancho Belkovski 1, Str. Mladost 1, 1797 Sofia) – Click HERE for the location in the Google map	ALL
14:30-14:45	Meeting Starts P0. Cyprus Mathematical Society, Cyprus (Gregory Makrides, Monika Tsartsali) P1. Cyprus Pedagogical Institute, Cyprus (Eleni Papageorgiou- Online) P2. Pedagogical University of Krakow, Poland (Tomasz Szemberg, Justyna Szpond, Pawel Solarz) P3. Prof. Ivan Apostolov Private English Language School, Bulgaria (Margarita Trencheva, Polya Pavlova) P4. Institute of Accelerating Systems and Applications, Greece (Eleni Adamidi) P5. Doukas School, Greece (Thomas Oikonomou, Elpiniki Margariti, Konstantinos Charonis) P6. ITC Elsa Morante Limbiate School, Italy (Antonella Corrado - Online, Veronica Cutuli – Online)	Welcome by the project Coordinator and the Host of the Meeting
14:45-15:15	Discussion of Outputs Progress of IO2: (O2. Guidelines for STEAME Activities in Schools for two age groups) - Presentation of the final Handbook of L&C plans (Vol.1 - EN) - Finalization of the STEAME_L&C handbook (Vol. 2 – Other languages)	O2 Leader: Doukas School, GR O2 Co-Leader: Cyprus Pedagogical Inst., CY

Friday, 17 December 2021

Time (EET)	Action	Presenter – Comments
15:15-16:15	<p>Progress of IO3: (O3. Guidelines for STEAME School Organizational Structure)</p> <p>Chapter 1. overview and context (2-3 pages) – IVAN + CMS</p> <p>Chapter 2. Results from the survey (10-12 pages) – IVAN + Thomas</p> <p>Chapter 3. Results from the focus groups (13 pages) – MONICA + ELENI (GR)</p> <p>Chapter 4. the STEAME training course for teachers, school heads and authorities (30-40 pages) – ITC + IVAN</p> <p>Chapter 5. organizational structure of STEAME type A schools – existing schools (7 pages) - IVAN + ITC + PIC</p> <p>Under Chapter 5.....Piloting and Validation (IVAN, L&C plan applied in Sofia, L&C plan applied Agros and in Paphos, in ITC) links to photos and videos</p> <p>Chapter 6. organizational structure of STEAME type B schools – newly established schools (10 pages) - CMS + Tomasz</p> <p>Chapter 7. Policy Recommendations - CMS + IVAN + PARTNERS</p>	<p>O3 Leader: Ivan Apostolov School, BG O3 Co-Leader: Elsa Morante School, IT O3 support by Gr. Makrides, CY</p>
16:15-16:30	Break	
16:30-17:00	<p>Timetables, activities Some discussion for O3 in conjunction with O1 and O2 Discussion / Decisions Planning the work for the next day</p>	ALL
19:00	<p>Joint Dinner at "Hadjidraganov's Cellars" (18, Hristo Belchev street (next to Vitosha boulevard), 1000 Sofia, Bulgaria) – Click here for the location on Google maps</p>	ALL

Saturday, 18 December 2021

Time (EET)	Action	Presenter – Comments
9:00 – 11:30	<p>FINALIZATION OF DOCUMENTS & PLANNING:</p> <ol style="list-style-type: none"> 1. Dissemination reporting updates 2. Promotion activities and tools - <u>6 newsletters published so far</u> (4 newsletters indicated in the proposal) 3. Progress of the multiplier events – Preparation of ME event report by All. Completion of the F4 form 4. Q8 reports (Aug. – Oct. 2021) & Q9 reports (Nov. – Dec. 2021) 5. Indicators 24 months (Oct. 2021) 6. F2 reports and evidence of travel for TPM- Bulgaria <p>PRODUCE THE TO DO LIST</p>	ALL
11:30 - 12:00	Questions, concerns, clarifications	

Sunday, 19 December 2021

Time (EET)	Action	Presenter – Comments
	Departures	

	TO DO LIST- Updated on 10.11.2021	Deadlines
	Plan ME dates and send invitations to announce on website (20 local, 5 Foreign)	Pending Italy – By at 29 of November Bulgaria – By 8 of December
	Do not forget to run evaluation of ME using the template of questions in Google Form	Link sent by CYMS Also uploaded on the GD (https://drive.google.com/drive/folders/1C2m-yPqsubWQkzoM0DUx-BIJ9gEgu6rr)
	Encourage participation at European STEAME conference	DONE
	Reporting C1	DONE
	Reporting of Multiplier Event (F4 form, form with signatures, invitation, agenda, photos, evidence of some expenses payment, evidence of travel for foreign participants)	Cyprus is done Greece pending Poland pending Italy pending Bulgaria pending
	O3 development Chapter 5 to be edited further Chapter 6 to be finalized Chapter 7 to be developed....Policy Recommendations.... (additional to the PR ...Monica and ELeni to prepare a draft)	30 November for first draft 15 December FINAL
	ISBN for O3	DONE
	STEAME L&C implementation with students in Cyprus (report by CPI) Paphos and Agros activity	DONE in Cyprus Italy and BG to be completed
	TPM final Sofia, Bulgaria, 17-18 December – noon to noon	Confirmed

	TO DO LIST- Updated on 10.11.2021	Deadlines
	<p>Exceptional expenses for translations (provide communication/offer, invoice, evidence of payment of the 100%)</p>	<p>IT Done Doukas not needed Send F6 form signed ASAP Pending BG, PL</p>
	<p>Pending Learning plans of Modules from CyMS. Handbook of Learning Plans, ISBN, Cover design</p> <p>Introduction text to be translated Additional L&C Plans to be translated (BG, CyPI new, CyMS, DOUKAS, Poland)</p>	<p>By end of December</p>
	<p>Learning Plans of Modules to be uploaded in the special folder in GD (MODULES Final)</p>	<p>CyMS DONE CPI pending BG pending Deadline : yesterday</p>
	<p>Translate O3 Executive Summary and Policy Recommendations (German, French, Spanish version by IVAN)</p>	<p>Ivan Apostolov</p>
	<p>Exploitation plan to be developed by next meeting and approved by all partners.</p>	<p>DONE – uploaded on the website</p>
	<p>Evaluation report of the TPM4 in Athens, Greece Also, for Krakow meeting and Sofia meeting</p>	<p>Pending</p>

STEAME Project Timeline

	2019		2020												2021													
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24	M 25	M 26		
	11	12	01	2	3	4	5	6	7	8	9	10	11	12	01	2	3	4	5	6	7	8	9	10	11	12		
Project activity*																												
A1: Project Management																										EX	EX	
A2: Quality Assurance and project Evaluation																											EX	EX
A3: Dissemination of project results																											EX	EX
O1. Guidelines for dynamic and adaptive STEAME curricula M1-M7									EX	EX																		
O1/A1: Analysis of European and Global characteristics in terms of activities, curricula and organizational structure						EX	EX																					
O1/A2: Analysis of results of at least 50 EU funded projects on STEM or STEAM						EX	EX																					
O1/A3: Use A1 and A2 to develop the guidelines									EX	EX																		

	2019		2020												2021												
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24	M 25	M 26	
	11	12	01	2	3	4	5	6	7	8	9	10	11	12	01	2	3	4	5	6	7	8	9	10	11	12	
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												
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24	M 25	M 26	
	11	12	01	2	3	4	5	6	7	8	9	10	11	12	01	2	3	4	5	6	7	8	9	10	11	12	
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											
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24	M 25	M 26
	11	12	01	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
M1: Kick off meeting	CY																									
M2: 2nd partners meeting						BG	EX	EX	EX	EX	ON															
M3: 3rd partners meeting										PL	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	EX	PL
M4: 4th partners meeting																	GR	EX	EX	EX	EX	EX	EX	GR		
M5: 5th partners meeting																				CY	EX	EX	CY			
E1: STEAME Final Conference –Cyprus																							CY	CY		
E2: STEAME Mini Conference – Greece																	GR	EX	EX	EX	EX	EX	EX	EX		
E3: STEAME Mini Conference – Bulgaria																			BG	EX	EX	EX	EX	EX	EX	
E4: STEAME Mini Conference – Poland																			PL	EX	EX	EX	EX	EX	EX	
E5: STEAME Mini Conference – Italy																			IT	EX	EX	EX	EX	EX	EX	
C1. Training Activity																	GR	EX	EX	CY						