



EUROSTRONOMIA

TPM 1

INSTITUT SAINT-DOMINIQUE, MORTEFONTAINE 22-24 SEPTEMBER 2017

Friday, 22 September 2017

16.00 Arrival at Saint-Dominique

16.30 Set up meeting rooms after end of lessons

17.00 Session 1

Introductions and approval of agenda

Review of Application and Feedback from Assessors

Revisit our application document and Timetable of Activities, in particular, the TLAs as we had to revise these before submission of our application.

Allocation of staff to working groups, one member of staff per country per group, as far as possible.

Group 1 – Coordinators

Group 2 – Physicists/STEM specialists

Group 3 – Activities for younger pupils (Erasmus Eurostronomia clubs, class and extra-curricular activities)

19.00 End of Session 1

19.15 Dinner (offered by Saint-Dominique)

20.30 Session 2

Updates - Exchange of information received from National Agencies at their meetings, from webinars, etc.

21.30 Return to hotels

Saturday, 23 September 2017

09.00 Session 3 (All) 20 minutes maximum each

Led by Jorge - Introduction to eTwinning and discussion on how we should use the resource

Led by Wolfgang – Discussion of design and purpose of website/homepage

Led by Andy – Discussion of materials to be purchased for activities

Led by Volunteer, please? – YouTube Channel

10.40 Coffee

11.00 Session 4 (All)

Communication and dissemination strategies

Raising awareness – Roller Banners, other materials

Facebook

Articles for newspapers

(All materials for dissemination to be copied to Alenka who will operate as group librarian)

11.40 Session 5 (In groups)

Group 1 Coordinators work on standard paperwork for the group: reporting, finances, templates for paperwork for mobilities, partnership agreement on equitable funding of TPMs and TLAs.

Group 2 Review the planning template for partnership activities during Year 1 and draw up detailed plan of action. Look forward to Years 2 and 3.

Group 3 Review the planning template for partnership activities for younger pupils during Year 1 and draw up detailed plan of action. Look forward to Years 2 and 3.

12.30 Lunch

13.45 Session 5 Continued Plenary to exchange information on progress of groups. 10 minutes per group maximum

14.15 Work in groups continues

Group 1 Paperwork

Group 2 Plan of action

Group 3 Activities for younger pupils

- 16.00 Coffee Break
- 16.30 Group photos for eTwinning, websites and press releases
- 16.45 Plenary session. Groups meet to exchange feedback 20 minutes per group
- 17.30 Session 6
- Group 1 Write press releases for press in home countries
 - Group 2 Design baseline survey
 - Group 3 Design logo competition
- 18.45 Aperitif
- 19.15 Dinner
- 20.30 Session 7
- Stargazing – weather permitting (Andy to coordinate)
 - Time for groups to write up their notes from Session 5 to submit to Barbara
- 22.00 Return to hotel

Sunday, 24 September 2017

- 09.00 Session 8 – Plenary
- Detailed examination of timetable for Year 1
 - Discussion of organisation of lecture series
 - Decide which school is going to be lead school for each activity
 - Discussion of role of Pupils during TPMs 2 and 3. How can we design activities for them which involve them in the intended manner yet give them the opportunity to have a worthwhile cultural experience?
- 09.45 Break-out groups to discuss organisation of activities in small groups, according to Project Timetable
- 10.15 Plenary Feedback from each working group. 5 minutes per group maximum
- 10.45 Coffee
- 11.00 Writing of Minutes (Barbara and Susan)
- Break-out groups to discuss organisation of activities in small groups, according to Project Timetable (continued) and writing up of ideas to be included in minutes
- 12.15 Plenary, Next Steps, AOB
- 12.45 Lunch
- 14.00 Departures depending on flight times