



Erasmus+



### **3<sup>rd</sup> transnational project meeting minutes**

Project title “**TELL through music**”

Project number: **2015-1-LT01-KA204-013448**

Erasmus+ Programme, KA2 Strategic Partnership Project

**Date:** (from) – 21/09/2016 – 25/09/2016

Working days 22-23 of September

**Venue:** **To Ergastiri, Ano Liosia**, Athens, Greece

#### **Participating partners:**

1. Alytus music school, Alytus, Lithuania
2. Alytus Third Age University, Alytus, Lithuania
3. Ergastiri, Athens, Greece
4. OPEI, Paphos, Cyprus
5. Centrum vizualizace a interaktivity vzdělávání, s.r.o., Ostrava, Czech Republic

**Head of meeting:** **Aldona Vilkeliene**, director, Alytus music school (Lithuania), project coordinator

**Minute taker:** all project partners

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## 1. Agenda

### 3<sup>rd</sup> transnational project meeting

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Project number: **2015-1-LT01-KA204-013448**

Erasmus+ Programme, KA2 Strategic Partnership Project

#### AGENDA

**3th meeting Athens, September 21-25, 2016**

**working days** 2016-09-22/23

ATHENS (GREECE)

Thursday, 2016-09-22

9.00 - 9.30. Opening meeting. Visit to Ergastiri.

9.30-10.00. Project monitoring and management of project risks.

10.00 – 10.30 Situation after Semifinal report and National agency visit to Alytus music school.

Documentation and finances.

10.30-10.45. Project tasks and implementation. How we implement project mobility decisions (2th meeting in Paphos decisions).

10.45-11.30 Presentations. Each partner (Lithuania, Czech Republic, Cyprus, Greece) **shortly presents their local** seminars in May (15 min presentation, each partner give summary about seminar and their participants reflections).

We have to answer the main question - **what tasks and competences has to be involed** in the *Teachers qualification programme O2*?

11.30-12.00 Teacher qualification programme: aims, tasks, content, competences, hours, literature (draft). Coordinator A. Vilkelienė.

Discussions. What more (or less) themes or competences can be involved in the *Teachers qualification programme O2*?

12.00-13.00 Lunch

13.00-15.00 Workshop with the local target group – music teachers and adult educators involving visitors from other countries. 4 AE from different partners countries will be performed during workshop (I. Makris).

Discussion with the target group O2 participants: What additional questions, themes, competences has to be involved in a programme?

15.00-17.00 Reflection

O2 Programme – final version.

17.00-21.00 free time

21.00 dinner

Friday, 2016-09-23

9.00-10.00 Presentation. Intellectual product O1 – handbook „Technological, emotional, linguistic literacy using music as a tool for development adult learners core competences“. Structure and content. (A. Vilkeliene)

Explanation: main handbook will be published in English, it will be about 70 pages. E-version will be placed in the project website .

Short version of handbook (15-20 pages) has to be translated to native languages and published in each country. All partners except Greece, have money for that in the project budget (exceptional costs). Cyprus partner will translate to Greek language.

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**10.00-11.00. O1 short version.** Translation and publication of the **shortened version O1** in native languages - Greek language and Czech language (responsible Cyprus and Czech Rep). Partners make an agreement what texts have to be in the **short version of O1** (all partners).

11.00 – 11.30 . Meeting via Skype with Tomas Sokolowsky, partner from Czech Republic. Intellectual product O3 (responsible Czech partner). Interactive material and movie has to be finished till 2017 February. It will be presented in Lithuanian meeting and final conference in May. Czech partner will introduce partners with the situation of O3. What material do they need more form each partner.

11.30-12.00 !!! Very important. **Dissemination** – reports and activities. Websites, blogs, lists of social partners. Articles. Epale. Each partner presents **results about their dissemination**

12.00-13.00 Lunch.

13.00-15.00 Administrative questions. Project minutes. Project evaluation.

15.00-16.00 Financial questions and documentation. Questions and answers about finances, Copies, boarding passports, staff payments , bills etc.

16.00-17.00 Project summary.

Saturday, 2016-09-24

Departure

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## 2. Minutes

The objective of the 3th meeting in Athens TO ERGASTIRI is to organize seminar for the local teachers and trainers, to develop ideas for the Teacher qualification program and to present intellectual product handbook O1 (English version and short version for the native language exercises and methodology), to make an agreement on intellectual product O2 and to create a system how to prepare future interactive training material (O3).

The second aim is to discuss what plan we have for the dissemination all products (O1, O2, O3).

### 2016-09-22, Thursday

Host organisation president Marija Thourkochoriti, project participants Panagiotis Korfoxylotis, Spyros Kaltikopoulos, Ioannis Makris and participants of mobility Radka Kulichova, Eduardas Ingelevičius, Undinė Pinkevičienė, project coordinator Aldona Vilkelienė took part during the opening of the project.

Aldona Vilkelienė presented the project Semifinal assessment report and the monitoring of the National Agency for monitoring and evaluation of the results. She pointed out that questions about the project's risks and monitoring must be include in the draft agenda. She gave an overview of what the risk might be: the product can be created badly, late; partners may default on the dissemination; Mobility meetings conducted outside under the agenda; grant is used in breach of the financial rules, financial documents disorderly. The actions and products of O1, O2 complied with the requirements set out in the application are developed according to a fixed schedule in this project. The coordinator said that all the commitments undertaken by the partners provided the mobility of the second meeting in Paphos (Cyprus) made at the time.

11 A.M. (10 A.M. in the Czech local time) a Skype meeting with Tomas Sokolowsky was held. It focused on the intellectual rights.

It was decided that the copyright of the European project, the products are used freely. The partner's name is written under the book of articles. Handbook editor is Aldona Vilkelienė.

During the lunch break project participants visited workshops in The Ergastiri - ceramics, food manufacturing, carpet weaving, drawing, pasta production, bakery. It was also possible to visit people with disabilities supported living in special-equipped modern house.

Partners presented their seminar results, that held in May. Speakers Ioannis Makris (Greece), Radka Kulichova (Czech Republic), Kostas Michaelides (Cyprus), Eduardas Ingelevičius (Lithuania) and Aldona Vilkelienė (Lithuania). All participants took part in the discussion they made suggestion, that the Teachers qualification program should include a variety of teachers working with TELL TM (TELL through music) method, skills and competencies. The speakers noted that the AE are adaptable to different target groups. According to Radka Kulichova (CZ), special training required to work with the deaf. They are not suitable for deaf because they do not have sound vibrations, therefore they must be adapted. By IT should look for visualizing sound applications.

At 1 PM the seminar with a local target group - the music, secondary school teachers, kindergarten and school directors, education inspectors took part. They were introduced one by one exercise from each partner country. Radka Kulichova presented CZ partners exercise Rondo. There were discussions, it became clear that teachers must be aware of the Rondo form. Ioannis Makris presented Greece, Lithuania exercises with the local target group - teachers. Participants noted that from two exercises is possible to create a new one. For example Greek exercise with glasses and straws can be combined with the Czech partner exercise Rondo and a new artistic exercise with applause and movements can be created. I. Makris presented the exercise created in Cyprus "Reciprocity" and invited the disabled adult group, together with the teachers to carry out the exercise in pairs. It has been demonstrated coeducation and cocreativity method, when two people are together a color-spoken, helped each other, communicated with each other. Workshop

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participants observed the exercises and reflected, refilled and expressed their views. They said that the teacher needed for such competence as the ability to manage the group, to be empathetic to know about any special needs, disabilities, illnesses. They need to know about creativity, to create, recreate, use a variety of disciplines, they are connected, integrated. For example, exercises can be used not only to music in class, but also in biology, history, language, physical classes, can be adapted for kindergarten, non-formal education, combined children's and old people's common tasks.

After the seminar Aldona Vilkelienė presented O2 project program. It was taking into comments and suggestions of the teachers. Themes about adult psychology, creativity, musicality were involved.

Ioannis Makris suggested that created exercises has to be included to the topics. Kostas Michaelides suggested that each topic have to be detailed, supplemented by literature. The coordinator suggested each partner to share the task: each country entry to the themes of his created exercises numbers, in accordance with the DVD exercises numbering. Ioannis Makris took responsibility to create a more detailed description of each topic.

It was decided - to send the recorded exercises and detailed topics to coordinator till 15 of October coordinator.

Kostas Michaelides undertook to write an article about project meeting in Greece to EPAL.

The title *Deaf people express themselves kinetically via movement(inner musicality)*

Friday, 2016 - 09-23

Coordinator Aldona Vilkelienė introduced O1 Handbook project content and texts. It was also presented in a shortened version, the partners (except Greece) have to translate it into their own languages and publish it making 50 copies, some of which must be on paper, other may be in CD or DVD, posted online.

3 P.M. 23 of September Skype meeting with Tom Sokolowski (CZ) was held. We combined meeting dates on May, we discussed the possibilities of intellectual rights. Tom Sokolowsky also agreed that intellectual rights are set by European Union rules so the European project product used for free.

4 question via skype were solved:

1. Data of the project meeting and conference 25th of May 2017 – mobility meeting and 26 international conference.
2. Some exercises may be changed from Youtube to Google drive. I. Makris promised to send DVD with exercises via post mail to Tomas Sokolowsky until 30th of September. Partners confirmed that the demo version of DVD design is appropriate. The final version sent to the partners could be corrected until Monday 09.27 if there are minor mistakes.
3. Questionnaire. Tomas has to scan and send questionnaires from May seminar to coordinator and I. Makris.
4. Photos from May seminar from Czech Republic partner has to be resent by email to coordinator.

Each partner presented their dissemination activities for the first of the projects and shared their ideas about next year dissemination activities. It was decided that all dissemination activities have to be properly recorded and documented. (Epale, websites, banners, social media, local newspapers, seminars, conferences, festival, fairs etc)

Partners have to send their reports about dissemination activities until 26th of April 2017.

All financial documents have to be send to coordinator until 15th of October.

All questionnaires from partners institution have to be send to I. Makris until 30 of September.

Greek partner discussed about O3 product. They mentioned that DVD structure is not the same that interactive tool. DVD design is confirmed during project meeting. Partners would like to know

more details about interactive design of product O3 if they need to add any tasks or questions to AE.

### 3. Decisions

No.	Decisions / Tasks	Deadline	Responsible person, institution
1.	Dissemination has to be done through local media, through the network of associations. Links must be made with coordinator institution project website, it also can be published on Facebook, blogspots, local and national media, wall papers, youtube.	All the time	All partners
2.	To scan and send questionnaires to I. Makris by email or post mail	2016-09-30	All partners
3.	To finish O2 program (to add AE to the themes and to write subthemes)	2016-10-15	all partners, I. Makris writes subthemes to each theme in O2
4.	To send financial documents (to explain all expenses until September 30 <sup>th</sup> ) to coordinator for a financial report . It has to be time sheets for O2, mobility to Athens, to Pathos (Spyros responsible), bills, invoices, payment slips and <b>bank statement until September 30 expenses (it is obligatory).</b>	2016-10-15	All partners <i>Remark: all documents has to be copied and confirmed with a word <b>COPY and signature</b> next to this word.</i>
5.	For O1 and O2 - to write recommendations about the deaf adult education in non-formal education through music (arts)	2016-10-15	Czech partners
6.	For O1 and O2 - to write statistics (percent) about adult education situation in their country now (2015)	2016-10-15	Czech partners, Greece, Cyprus
7.	To write 4 articles (each partner 1 article) to EPALE 1th article Kostas Michaelidis 2th article about meeting in Greece Eduardas Ingelevicius 3th article about O2 curriculum 4 <sup>th</sup> article about interactive tool O3	2016-10-15 2016-09-30 2017-01-25 2017-05-15	All partners K. Michaelidis E. Ingelevičius I. Makris CZ partner
8.	To publish a program O2	2017-01-25	A.Vilkeliene
9.	To create O3, interactive tool	2017-04-15	CZ partner, T. Sokolowsky
10.	To organize local seminars or local courses for adult trainers for the dissemination	2017-04-15	All partners


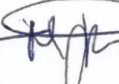





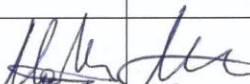



11.	To send <b>report about dissemination</b> to Coordinator (facebook, website, blog, article in a newspaper, TV or radio, local seminars, conferences)	2017-04-26	All partners
12.	To prepare presentations for the international conference in Lithuania	2017-05-15	All partners
13.	To publish a handbook O1 with AE exercises, all partners are responsible for theoretical background and methodological description of AE	2017-05-15	A.Vilkeliene, I.Makris, All partners
14.	To translate short version Handbook O1 and to send to Coordinator. Each partner publish hard copies in their native language and make CD (both total 50).	2017-01-15 2017-05-15	Cyprus, Czech Republic, Lithuania
15.	To organize 4th project meeting in Lithuania and international conference, Alytus music school	2017-05 25/26	- A. Vilkeliene, U. Pinkeviciene, E. Ingelevičius

#### 4. List of participants

**The purpose of the activity: participation in 3<sup>th</sup> transnational project meeting in Athens, Ano Liosia**

Dates: working days 22, April, September – 23 , September

Venue: Athens, To Ergastiri

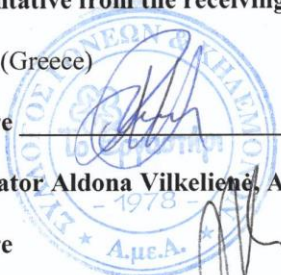
No.	Name	Surname	Position, organisation	City, Country	Signature 2016-09-22	Signature 2016-09-23
1.	Kostas	Michaelides	Psychologist, OPEI	Paphos, Cyprus		
2.	Undine	Pinkeviciene	Deputy head, piano teacher	Alytus, Lithuania		
3.	Aldona	Vilkeliene	Director, Alytus music school	Alytus, Lithuania		
4.	Eduardas	Ingelevičius	Teacher, Alytus Third Age university	Alytus, Lithuania		
5.	Ioannis	Makris	Teacher, researcher, To Ergastiri	Athens, Greece		
6.	Spyros	Kaltikopoulos	European Programs Supervisor, To Ergastiri	Athens, Greece		
7.	Radka	Kulichova	Centrum visualization and interactivity, CZ	Ostrava, Czech Republic		

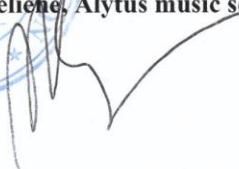
**Representative from the receiving organisation: Maria Tourkochoriti President of To Ergastiri (Greece)**

Signature

**Coordinator Aldona Vilkeliene, Alytus music school (Lithuania)**

Signature







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## PHOTOS

