

# Managing for @ School of Success

Project Nº 2015-1-PT01-KA201-013059

## 1<sup>st</sup> Meeting

### "Flight Baptism"

Mangualde, Portugal

11th, 12th and 13th January, 2016

## AGENDA

### Participants

 EduFor Training Centre	José Miguel Sousa ( <i>Director</i> ) Isabel Serra ( <i>Consultant</i> )
 University of Porto	Ana Mouraz ( <i>Researcher</i> )
 Istituto Omnicomprensivo Ridolfi-Zimarino	Livio Tosone ( <i>Headmaster</i> )
 I Społeczne Liceum Ogólnokształcące	Andrzej Garbacik ( <i>Deputy Headmaster</i> ) Katarzyna Garbacik ( <i>Headmaster's Representative</i> )
 Branston Junior Academy	Rachael Shaw ( <i>Headmaster</i> )
 Confederacion Espanola de Centros de Ensenanza	Selina Martin ( <i>International Department</i> ) Gonzalo Santa Maria ( <i>International Department</i> )
 Gemeente 's-Hertogenbosch	Theo van de Veerdonk ( <i>Projectmanager Education and Labour market and European Cooperation</i> )

### **11.01.2016, Monday**

**Place:** [Hotel Senhora do Castelo](#)

14:00 – 19:00	<b>Arrival</b> and check in at the <a href="#">Hotel Senhora do Castelo</a>
19:20	All participants gather at the reception desk of the hotel
19:30 – 20:30	Welcoming dinner in hotel
20:30 – 21:30	<b>Partners Presentation</b> (8 minutes each)
21:30 – 22:00	<b>Project Global Presentation</b>

### **12.01.2016, Tuesday**

**Place:** [EduFor Head School](#)

08:45	Transport from <a href="#">hotel</a> to School (guaranteed by EduFor)
09:00 – 10:00	<b>Management, Administration and Financial Affairs</b>
10:00 – 10:30	<b>Project Global Planning</b>
10:30 – 10:45	Coffee Break
10:45 – 12:00	Project Comprehensive <b>Planning - 1st year</b>
12:30 – 13:30	Lunch (in Mangualde City - <a href="#">Restaurant "Cascata de Pedra"</a> )
13:30 – 15:00	<p><b>EACH PARTNER'S REALITY</b> (Due to the project topic, the partners were selected taking into account the potential of belonging to different clusters on how in Europe the issues like the management and school autonomy are dealt with. It is intended that in this space, <u>in 15 minutes</u>, <u>each partner</u> may talk about their reality)</p> <p><b>Portugal:</b> the implementation phase of Decentralization of Education contract agreement;  <b>Netherlands:</b> local authorities, local government and schools ruling power;  <b>Spain:</b> Administrative Skills; transfer and management of financing;  <b>Poland:</b> School autonomy and local authorities;  <b>United Kingdom:</b> School rights in the curriculum management;  <b>Italy:</b> Schools self-evaluation and external evaluation.</p>
15:00 – 16:00	<b>"Flight"</b> by Ana Mouraz (University of Porto)
16:00 – 16:15	Coffee break
16:15 – 18:30	<p><b>Topic working handout for events (C1 to C6):</b></p> <ul style="list-style-type: none"> <li>• Selection of coordinators for each topic;</li> <li>• Appointed partners to perform certain tasks.</li> </ul>
18:30 – 19:30	Ending of the working day - Free Time Transport from School to hotel (guaranteed by EduFor)
19:30 – .....	Dinner and Socializing ( <a href="#">Palace Ice Mall</a> and <a href="#">Ice Club</a> , Viseu City)

**13.01.2016, Wednesday**

**Local:** [EduFor Head School](#) + "[Patronato](#)" (City Centre)

08:45	Transport from the hotel to the School (guaranteed by EduFor)
9:00 – 9:15	Overall perspective over the 1st working day - interrogations
9:15 – 10:15	Partners are supposed to list specific issues, questions/problem solving, in each topic.
10:15 – 10:30	Coffee break
10:30 – 11:00	<b>Instruments:</b> scripts; Checklist; reports
11:00 – 12:30	<b>Work Planning</b> (presentation/discussion, tasks, deadlines, monitoring) of the outputs: digital journal; video/film; good practice guide to document a management success school (administrative / financial management, assessment and educational areas); website (O8).
12:30 – 13:50	Lunch in the School
13:50 – 14:00	Transport from School to "Patronato"
14:00 – 16:00	<b>Work planning continuation</b> (presentation/discussion, tasks, deadlines, monitoring) of the outputs: E-book "Managing for School of Success"; "Communication platform between Erasmus+ Schools"; eTwinning Space (O12), European Course "Managing for School of Success". <b>Stages Identification:</b> 1 – Preparation; 2 – Content Development; 3 – Execution; 4 – Conclude.
16:00 – 16:15	Coffee break
16:15 – 18h30	<b>Meetings Effective Communication Development</b> Meeting abstract; scheduling dates for the next training event (in Mangualde, Portugal). Project logo.
<b>18:30</b> – 19:30	<b>Ending of the 1<sup>st</sup> Meeting</b> Free Time Transport from "Patronato" to hotel (guaranteed by EduFor)
19:30 – .....	Dinner and Socializing ( <a href="#">Restaurant – Traditional Madeira Island food</a> , Viseu)

**Remark:**

See detailed Agenda distributed on January 12<sup>th</sup>.

