

Project number 2018-1-PT01-KA202-047463
“Schools 4.0 – Innovation in Vocational Education”
Meeting minute

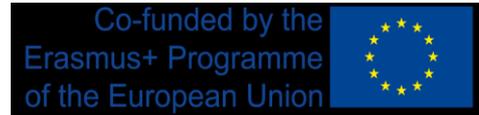
Location: Escola Profissional Amar Terra Verde, Praça das Comunidades Geminadas, 1
Vila Verde, Portugal

Date: 21 and 22 may 2019

Agenda items

1. Presentation of all partners.
2. Background and introduction to the “Schools 4.0 – Innovation in Vocational Education” project.
3. Monitoring roles and responsibilities of each partner.
4. Expected outcomes of the project.
5. Analysis of the results of the survey.
6. Choice of elements for the Design IO Group (DIOG) and the Dissemination Group (DG).
7. Common Agreement and understanding of the process project
8. Discussion of the official format for the interim report
9. Plan for meetings, agenda and suggestions for the training in Denmark.
10. Seminar “Schools 4.0 – Today’s School preparing for the Challenges of Tomorrow”
11. Meeting of the working groups: Design of the Intellectual Output Group (DIOG) and the Dissemination Group (DG)

The meeting started out with the presentation of partners involved in the project: EfVET; Escola Profissional Amar Terra Verde; KOGÉ College; INSIGNARE; Escola Profissional de Rio Maior; DIAVIMA; Escola Profissional Raul Dória; Scientific consultants/Researcher Luísa Orvalho; and the representative of the Portuguese National Agency, Ana Cunha.



Following the second point of the agenda, the coordinator, represented by Sandra Monteiro, presented a brief summary of the project, highlighting its main goals: to build intellectual output to change pedagogical practices, assuming the fundamental role of new technologies and digital tools to be used in the classroom. The project will culminate with the production of Intellectual Output (IO): a book in English and Portuguese (on paper) and an English eBook with links with versions translated by the partners into their languages, which highlights the co-construction process in a transnational partnership. This IO aims to change pedagogical practices and identify the changes that need to be made to move from a nineteenth-century school to a twenty-first century school - "School 4.0".

As far as the current status of the project is concerned, it was verified that:

- It was held the first transnational meeting last November;
- As agreed on the first transnational meeting, it was created a shared folder on Google Drive where all partners can access documentation from the project;
- It was developed the logo for the project;
- The survey conducted by Escola Profissional Raúl Dória and DIAVIMA was carried out;
- The project's domain was registered (www.vetinnovation4o.com) and INSIGNARE is currently working on the layout of the webpage;
- EFEVET is working on the strategic plan for communication and dissemination and send out the survey to school members.

Next, it was reviewed the project timetable, that started in September 2018 and will end on January 2021, and the roles and responsibilities of each partner to the IO were clarified.

Following the fourth point on the agenda, the scientific consultant for the project and researcher at SAME/Universidade Católica do Porto, Luísa Orvalho, talked about the expected outcomes for the Project, emphasizing on its innovative nature.

Vocational Education and Training is very innovative, but many teachers don't have it yet in their classrooms. Schools must adjust to the new changes that are occurring in society, so this work aims to present good practices both in the classroom and in the workplace.

Luísa Orvalho explored some conceptions about the project's outcomes: Description and Design of the Intellectual Output; Elements of Innovation; Expected Impacts; Transferability; and Methodologies to be followed throughout the development of the project.

Regarding point 5 of the agenda, Escola Profissional Raúl Dória presented an analysis of the results of the survey that they and DIAVIMA conducted. First, it was referred that there only were fifty-eight answers to the survey and that this would result in a not significant sample for the case study. So, all the partners agreed on extending the dates for the survey and repassing it in order to obtain more foreign answers to



the questionnaire. EfVET will reinforce the information close to its members in order to obtain more answers, as well as Greek and Danish partners in schools that they work with.

Following point 6, the partners chose the elements to be working in the Design of the Intellectual Output Group (DIOG) and the Dissemination Group (DG). It was set that at least one member of each partner institution should be present at each group.

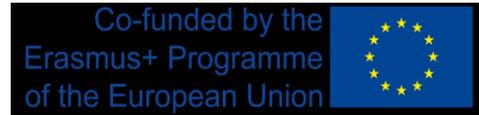
As far as the point 7 was concerned, it was referred once more the rules for the Common Agreement and clarified some doubts posed by the partners.

Concerning point 8, it was shown all the partners the usual format of the interim report, taken from the mobility tools.

Regarding point 9, plan for meetings and agenda suggestions for the training in Denmark, Danish partners suggested to postpone the training to November, so it wouldn't collide with their school's activities. All the partners agreed, and it was set the date for the third to the eighth of November. It was also set that four people from each partner institution should take place at this event about good practices for the XXI century. As far as the theme for the training, they suggested that it should be about their coaching and tutoring systems.

On point 10 of the agenda, *Seminar "Schools 4.0 – Today's School preparing for the Challenges of Tomorrow"*, the partners made their presentations on Good Practices they use that can be included in the IO, thus promoting a reflection on new approaches to the classroom work, assessment, and training in the work context of the partners. It was reminded that all partners should at this stage or later include testimonials from students, teachers and companies they work with.

1. Escola Profissional Amar Terra Verde, Portugal – “The use of digital tools in the innovative teaching and learning environments”. EPATV teachers presented some of the work done in the school using digital tools and Apps in the classroom, as well as digital assessment tools.
2. DIAVIMA, Kefalonia, Greece – Their presentation was about integrating multiple intelligences in planning the class.
3. KBC, Koge, Denmark – “Working with transitions”. They talked about good practices in tutoring and coaching in their schools and recruiting for VET.
4. Escola Profissional de Rio Maior, Portugal – “Operationalization of concepts and rules of good practice in Working Context Training”
5. Escola Profissional Raúl Dória, Portugal – “Autonomy and Flexibility in the Organizational Management of the Modular Curriculum” and in the “Collaborative Work of the Pedagogical Teams with the Companies and Autarchy”
6. ISIGNARE – Escola Profissional de Ourém, Portugal – “Digital tools for formative assessment and self-regulation of students”



Finally, the working groups gathered to discuss procedures to be considered for the development of the IO. The Design of the Intellectual Output Group (DIOG) discussed the structure of the IO. It was set that the final product should be divided in two parts: the first part containing the scientific framework for the work developed, responsibility of Luísa Orvalho and Joaquim Azevedo, scientific consultants of the project; the second part containing examples of Good Practices in schools. It was clarified the contribution of each partner to the final product, setting that this book will be a guide for Vocational Education, providing teachers innovative tools to face a new generation of millennials. It was also set that each contribution/testimonial should follow the same criteria in terms of layout and information presented.

The Dissemination Group (DG) shared ideas for the dissemination and publicity of the project, it was decided that it should be followed the dissemination plan presented by EfVET in Brussels, already available on google drive with the following practices:

- The google drive is updated by all, being that whenever some partner updates something, they should alert others;
- The facebook page and the site will be the responsibility of two administrators (EPATV, Rafael Marinho, and INSIGNARE, José Pegadas);
- The dissemination on eTwinning will be insured by Marina from EP Raúl Dória and Pedro Lançós from EPATV;
- All partners should send information and photos of the activities developed to the EfVET for dissemination on the newsletter created for the effect.

Finished all the items for discussion, in the afternoon of the 22nd may, some students of EP Raúl Dória prepared a guided tour to historical point of the city of Porto for all the participants, culminating in the farewell dinner in a typical restaurant of the region.