



Hogeschool van Amsterdam
University of Applied Sciences

Project number 2016-1-NL01-KA203-022974

Social Inclusion, Education and Urban Policy for Young Children

First project meeting Oct. 7th 2016
Benno Premselahuis, Rhijnspoorplein Oost, room 07A04

Participants:

Hva:

Esther Captain e.s.j.captain@hva.nl
Ron Oostdam r.j.oostdam@hva.nl
Ruben Fukkink r.g.fukkink@hva.nl
Kirsten Nøhr k.nohr@hva.nl
Miranda Roskosch-van Huis m.t.roskosch-van.huis@hva.nl

ChildCare International:

Serv Vinders cerva@xs4all.nl
Anki Duin anki@duinpm.nl
Yvette Vervoort info@buro8020.nl

Senatsverwaltung Berlin:

Annette Hautumm Annette.Hautumm-Gruenberg@SenBJW.berlin.de

Stad Gent:

Karolien Nijs Karolien.Nijs@stad.gent
Kathleen Nuyts Kathleen.Nuyts@stad.gent

Municipality of Ljubljana:

Maja Gojcovic maja.gojcovic@ljubljana.si - participation via Skype

UCC, Copenhagen:

Rikke Pedersen ripe@ucc.dk

Agenda:

1. Welcome
2. Presentation of the participants – organogram
3. Agenda and minutes
4. Tasks and planning during the project:
 - Intellectual Outputs
 - Intensive Programmes / On-the-job-Training
 - Transnational meetings:
 - - Berlin 8-11 of March 2017
 - - Gent 2-7 of October 2017
 - - ...
 - Lunch in restaurant FEST
5. Budgets, rules and administration
6. Partner Agreements
7. Communication about the project (website, flyer?)
8. Next meeting – planning and agreements

Minutes:

Ad. 1 en 2:

The participants were welcomed at the HvA Amsterdam University of Applied Sciences who were hosting this first meeting in the project. Short round of presentation of the participants.

The HvA presented an organogram for the management of the project and the cooperation with partners in the coming years. *See appendix #1.*

The organisation was accepted by the participants.

2.a.:

During the discussion about the organogram and organisation some general questions were discussed and we came to the following agreements:

- We decided that each city in the project is represented in the Board by one contact person. This person is central for communication between all partners in his/her city and participates in project meetings. Locally networks are formed in each city to ensure the communication with all partners.
- The target group is children. In the application it is not made clear what the age group is. We decided on children 0-6 + the transition to school or the first age group of preschool/primary.
- The network around the child, in broad the living & learning environment, is taken into consideration as well.
- Since the (pre)school systems are quite different in the five participating countries, it was decided to make an overview over the systems as a basic document in the project. Serv Vinders will do this.
- An Urban Perspective is central in the project as is Social Inclusion. We agreed to be critical and open minded about the concepts, make sure not to have a conclusion or a decided definition before we start.

- In general we agreed about being explicit over the challenges we will be encountering during the project. It is important that we interact constantly during the project and that we have transparency about problems that will occur.
- We also acknowledged that it is important to clarify the roles of the different partners in this project. For instance Child Care International is coordinating The City Network, where besides some of the partners (municipalities of Berlin, Gent, Ljubljana and Copenhagen) also the municipalities of Amsterdam and Rotterdam are participating. The City Network was founded in June 2016 at a conference in Amsterdam/Rotterdam and is an important partner in this Erasmus project.
- The City Network is acting as the International Board ('the Board') of this Erasmus+ Project. (In fact, it has a double function: it serves as an international as well as a local board, see previous bullet).
- It is important to notice that there is a difference in the representation of the 'municipalities': some are from a tactical/political level, others from an operational/policy level. Depending on the organisation of the municipality, the partner can be located in a part of the city (as in Copenhagen) or be represented by the Senat (as in Berlin).
- With regard to the scope of the project: health is not included in it (as might be indicated by using an example from the WHO in the application).
- The PACT-group – a Dutch funded project - is an associated partner in the project and can contribute with material about social inclusion, competences e.a. that they have been working on during the past years.

Ad. 3:

The agenda was accepted. Kirsten Nøhr and Esther Captain are writing the minutes.

Ad. 4:

We shortly went through the Intellectual Outputs:

See Appendix #2 for an overview.

It was pointed out that the interconnection between the IOs is important to be thought about in order to avoid separate smaller projects within the project.

#01 – Literature Review

A Skype talk with Jerneja Jager (Ljubljana), Ruben Fukkink and Kirsten Nøhr (Amsterdam) took place on Oct. 4th where some first decisions and suggestions were made:

The overview will be limited to publications between 2000 and 2016. Both peer reviewed publications and 'key reports' from projects in the cities will be taken into consideration. The aim is to write articles both for an European Journal and for National Journals – it is important that articles are based on a 'narrative' which the participating partners will agree upon. The partners involved in IO #01 will discuss this narrative.

The partners in this IO will organise a work session, probably in Ljubljana in November this year.

#02 – a Competence Profile

UCC Copenhagen is in the lead and would like to organise a seminar where each participating partner bring in their competences and how they are working with them. The European Quality Framework will serve as a common frame. The perspective of inter-professional cooperation is important to include in this IO.

#03 – Film

It was suggested to make shorter films instead of one longer. For each film clip there could be a manual with theoretical explanations.

#04 – a Framework for an educational program

Questions to be clarified: does the program refer to both bachelor- and vocational educations? How is this program linked to the 'on-the-job' training programs that are planned in the application (C1 and C2 which include 'intensive programs' with the participation of students).

#05 – a Publication for local policy makers

The idea is that the cities can get inspired by meeting each others' practices. There need to be openness about the differences, they might even be stressed. It is seen as an ongoing process which can be documented at each of the transnational meetings.

Transnational Meetings:

In order to be as efficient as possible in terms of time and money, we agree to organize the transnational meetings of the Erasmus+ project parallel to the already scheduled meetings and/or conferences in a city.

March 8th – 11th 2017 in Berlin

Please see program mailed to all partners October 2016.

October 2nd – 7th 2017 in Gent

- including participation in the ISSA conference.

Spring 2018: Ljubljana

Autumn 2018: Copenhagen

Spring 2019: Amsterdam

Ad. 5:

The budget was discussed and accepted according to the suggestion given by the HvA. *Please see Appendix #3.*

The National Office in the Netherlands, responsible for the Erasmus+ projects, has provided a mandatory 'Mobility Tool' in order to ensure the monitoring of all projects. Kisten Nøhr, Esther Captain and the financial controller of the HvA will

apply this Mobility Tool in order to manage the project and have access to this application. The partners will get the possibility to receive regular overviews of the updates made in the Mobility Tool.

Some technical solutions have to be found for distributing the budget to partners.

Partner Agreements including all agreements between the eleven partners will be sent around at the beginning of November 2016 They should be signed by legal representative for each organisation and copies returned to the HvA.

Shared information: We need to establish a common means of communication where all partners can share information and documents. Annette Hautumm will ask about experience with this in Berlin.

Also a website for the project will be established. This website should have links to each city/partner and to the City Network. Decisions have to be made about the execution of this. HvA has offered to set up this website, which is accepted by the partners.

IMPORTANT:

We kindly ask each city to choose a contact person for the Board and send name, email and telephone number of this person to the HvA/Kirsten: k.nohr@hva.nl as soon as possible. Thank you.

Amsterdam, 18th of October 2016

*For the minutes:
Esther Captain
Kirsten Nøhr*