

**PRotoTYPe – ​ MINUTES OF THE MEETING**

**The title of the project: Preventing School-Based Bullying by Creating Early Prevention Programme**

**Project number:** **2021-1-PL01-KA220-SCH-000032708​**

​**Acronym: PRotoTYPe**

**3rd Transnational Project Meeting**

**Subject: ​Prototype: 3rd Transnational Project Meeting**

**Venue:** Osmangazi İlçe Milli Eğitim Müdürlüğü

**Location:** Osmangazi İlçe Milli Eğitim Müdürlüğü

​Doğanbey, Haşim İşcan Cd. No:3, 16220 Osmangazi/Bursa, Turcja

**Date & Time:​** 19th- 20th 2023

**Hosts:** Oya Simsek Guler- OMEM, Bursa, Pinar Unal Akpinar

**Attendees:** Filiz Hititsoy, Nihal Görür, - Hurriet Anadolu Lisesi, Bursa

Veli Elyak- Olemisen Balanssia ry: Finland

Maria Grazia, Giovanna De Giglio- I.T. Euclide- Caracciolo (Italy)

Frank Hiddink- Open Education Community Foundation (Belgium)

Slavisa Tomic - Lusófona University

João Pedro Carvalho- Lusófona University

Teresa Popielak, Agnieszka Kowalska, Liceum Wojska Polskiego, Poland

**Minutes of the meeting**

**DAY 1: 19th September, 2023**

**I. Welcome Session**

The PRotoTYPe Meeting started at 9:00 with a welcome by the hosts and the presentation of the agenda for the project working days.

**Agenda layout**

9.00-9.30 Welcome Session- OMEM

9.30-10.30 Presentation of the Factor Analysis by COFAC and group discussion on the outcome

10.30-11.30 Needs Analysis- group work and suggestions for further analysis

11.30-11.45 Coffee Break

11.45-13.00 School- Based Prevention Programme: introduction: OMEM

13.00-14.00 Lunch at Institute of Maturation

14.30-15.30 School Based Prevention Programme: summary and delegation of tasks

15.30- 16.00 Social Media and the project website: Bursa Hurriyet Anadolu Lisesi and Wojska Polskiego High School

16.15 A visit to the Grand Bazaar, Grand Mosque, Kozahan, Tophane: a panoramic view 20.00 Dinner at the restaurant “ Nev-i̇ Çeşni̇ ” with traditional Turkish cuisine.

**9.30-10.30 Presentation of the Factor Analysis by COFAC and group discussion on the outcome**

The meeting started with the presentation of the Factor Exploratory Analysis presented by the representatives of the Portuguese Team: Slavisa Tomic and João Pedro Carvalho from Lusófona University. The research data was focused on the factors from the students’ perspective mainly which was caused by the limited number of the data from the teachers’ feedback. The main emphasis of the analysis was centered in the factor analysis. The researchers presented the data gathered and the preparation process explaining the reasons underlying the way of conducting the analysis and the research. The descriptive statistics and the construction validity was explained and described by the Lusufona’s representatives.

The main free factors from the Construction Validity determined the research: F1: „Teacher bullying toward the student”, F2 „Student bullying towards the teacher”. Those factors determined the need of creating the prevention programme.

The researchers presented a profound analysis of factors determining each school from the project team and analysed the data presenting the funding coming from the project secondary schools from Turkey, Italy and Poland. The presentation was summarised by a group discussion and the final conclusions:

* EFA was performed to better comprehend psychometric qualities that lead to bullying in school-based environments.
* The developed instrument is an appropriate evaluation tool allowing rigorous assessment of school- based bullying.
* Items with the highest scores within a factor should be considered for future game developments.

The data gathered during the survey and the final results were presented in the journal „Environments”. The findings from the survey and the way of conducting the research and Factor Analysis was consulted by the Project Prototype Team from Lusofona University and its Psychological Department. The Factor Analysis will be presented during a university conference.

**The group discussion:**

The participants discussed the research findings and during the group debate they expressed their own opinions connected with the problems of conducting the research in their schools. The second part of the group discussion was concerned with the Need Analysis.

The timeline for this activity was rearranged and the new deadlines were confirmed. The task was delegated: Lusofona university is supposed to prepare the list of questions to be conducted among the students and the new teaching tools will be incorporated to make our students more involved and eager to take part in the survey. A student group discussion was agreed as the most effective tool for the Need Analysis taking into account our previous experience with applying questionnaires from students.

**11.45-13.00 School- Based Prevention Programme: introduction: OMEM**

Omem’s representatives: **Oya Simsek Guler** and **Pinar Unal Akpinar** made an introduction on the basis of the Based Prevention Programme and presented the main resources used for preparing the prevention plan and emphasised the role of the case study (the Situation Analysis, the Risk Analysis, international resources available) used for this activity.

The layout of the Based Prevention Plan was presented to the participants and explained in detail. The main sections, headings and subheadings were analysed and described in accordance to the project needs and requirements. Some parts of the plan will be expanded and incorporated into the plan layout. The presenters assured that the interactive parts such as videos and visual aspects will be included in the plan prevention which will be posted on the project website and the information about it will be announced on the project social media too. The Based Prevention Plan plays the role of the interactive portal available on the project Prototype website.

**13.00-14.00** Lunch at Sumbullu Konak

**14.30-15.30 School Based Prevention Programme: summary and delegation of the tasks**

The second part of the session started with the revision of the most effective ice- breakers activities and the practical usage of one of them known as „Human knot.”

The participants could role it out and express their feelings and opinions connected with the effective usage of ice- breakers in practice.

The presenters: **Oya Simsek Guler** and **Pinar Unal Akpnar** presented the video material on peer bullying issues in a school society in order to attract the participants' attention to problem solving activities in schools. The hosts of the meeting applied the introduction to the case study session in practice.

**Case study- a practical session**

The participants took part in the case study activities based on the video watched and were supposed to work on the case solutions worksheets in the project groups. Each group was obliged to provide the list of the solutions to the problem of peer bullying and describe them in detail. After the group work, the project partners took part in the discussion on the case study outcomes and compared the results coming from various groups.

The findings and the case solutions ideas from the group work were gathered and introduced by Prof. **Ruchan Uz** who was monitoring the activity.

She presented her feedback and ideas which were as follows:

* Ice breakers must be related to the particular activity
* Videos must be of a short length
* If the video is long, it can be shortened
* Worksheets must be guided by action and chosen carefully
* Before applying the worksheet, find a suitable example as a proper tool
* Worksheets should be easy to follow and applicable in the classroom.
* ‘Power in balance’ should be maintained

**Delegation of the tasks:**  presented by **Pinar Unal Akpnar**

Task Division For School Based Bullying Prevention Plan

1 lesson plan based on real life experience for bullying from student to teacher

1 lesson plan based on real life experience for bullying from teacher to student.

Please load to drive file: Output 3

**Deadline: 16th of October 2023**

Cyber Bullying: Frank Hiddink

Peer Bullying : Poland

Verbal Bullying (social-relational: Finland

Verbal Bullying (rumors/gossiping) : Portugal

Translation of Elisa programme: Italy

Physical Bullying: Hürriyet Anatolian High School

Tips to follow:

\*Ice breaker activity should be correlated with the aim.

\*Solution sentences, video or audio should be short.

\*Solutions should include action.

\*Use the same terms, not the synonyms of the term.

\* Highlight the power imbalance

**15.30- 16.00 Social Media and the project website: Bursa Hurriyet Anadolu Lisesi and Wojska Polskiego High School**

**Filiz Hititsoy** fromHurrıyet Anadolu Lisesi, Bursa presented the project website and described the main sections and coverage of the Prototype project webpage. She explained the headings and subheadings connected with the ongoing project’s layout and asked the participants to express their opinions and ideas on the website. All the participants were asked to send the materials and various attachments to update it.

The links to the social media coverage are integrated with the project website.

The official part of the project meeting finished according to the schedule and the participants took part in the sightseeing tour of Bursa following the agenda’s timeline.

**16.15** A visit to the Grand Bazaar, Grand Mosque, Kozahan, Tophane: a panoramic view

**20.00** Dinner at the restaurant “ Nev-i̇ Çeşni̇ ” with traditional Turkish cuisine

**DAY 2: 20th September, 2023**

**8.30-10.30** Meeting at Hürriyet Anatolian High School. Presentation of Türkiye, Bursa, Hürriyet Anatolian High School.

The participants of the meeting were introduced and welcomed by the head teacher Hasan Cetin from the Hürriyet Anatolian High School. The attendees were invited by Mr Hasan Cetin’s to his office and discussed the most important issues connected with the school performance and the activities performed at school. The visitors exchanged their ideas, asked questions about the typical school day and curriculum and had the chance to visit a newly- opened and built school building.

**Filiz Hititsoy and Nihal Nihal Görür** invited the participants to the main meeting room where they could see the presentation on Bursa heritage and Hürriyet Anatolian High School. Students from the school answered the participants’ questions and presented the typical school activities. As the next step of the meeting, the attendees took part in the lessons performed at Hürriyet Anatolian High School. The hosts: **Filiz Hititsoy and Nihal Nihal Görür** outlined and described the school curriculum and answered the questions asked.

**11.00 Meeting at OMEM.**

**Introduction to task nr 3: Computer Games (Olemisen)**

**Veli Elyak** presented the introduction to the final outcome: a computer game which will be developed specifically for students to address the issue of school-based bullying more effectively. It was emphasized that the game will focus on bullying done by teachers and school administrators towards students and also by students towards teachers and school administrators.

It was agreed that the game aims to provide knowledge and skills for students (ages 15-18) about bullying, promoting behavioral change and resistance to bullying which will provide essential and self-assessment tasks related to respectful behaviour, friendship and resistance to peer pressure.

The computer game and an online portal will be available in the partner countries' languages (English, Italian, Portuguese, Turkish, Finnish).

As a first step of the task the partners discussed the idea of creating the most effective layout for the game itself. **Frank Hiddink** from OECF presented samples of the layouts suitable for a game scenario from existing materials to make a revision of them.

Slavisa Tomic and João Pedro Carvalho (Lusófona University) recalled the idea of the gaming presented during the Portuguese partners’ meeting and empasised the idea of the role scenarios in accordance to the relation between students towards students and teachers to the students. Joao suggested the idea of choosing the most suitable scenario according to the factor analysis whose findings should be taken into account while creating the game scenario layout and background.

It was agreed that 2 scenarios based on the factor analysis will be essential to the gaming layout.

**11.30-11.45** Coffee Break

**11.45-12.15 A training session on bullying in a school environment, a school- based bullying prevention programme and a bullying prevention plan in practice**

The hosts **Oya Simsek Guler** and **Pinar Unal Akpinar** made a presentation on various types of bullying in the school environment to emphasise the role of the prevention programme plan in practice. They described the main types of bullying both from psychological and methodological point of view and summarised the bullying prevention activities which can be useful while preparing the project activities which will be included in the prevention plan.

**12.15-12.40 Working on eTwinning (I.T. Euclide-Caracciolo**)

The tasks connected with the eTwinning and its new portal were described by the coordinator Agnieszka Kowalska and the tasks were delegated. **I.T. Euclide-Caracciolo** will be responsible for the eTwinning performance with the help and supervision of **Pinar Unal Akpinar.**

**12.40-13.00 Guidance Material: LO Wojska Polskiego**

Guidance Material was previously one of the main project outcomes and tasks in the project form, but finally it was excluded and can be done as an extra activity which will be performed by the Polish coordinator. Guidance Material will be presented as a guidebook and will explain the School Based Prevention Plan, Computer Games and other useful practices, sample real –life stories, methodologies, strategies and activities. It will be designed for teachers, parents, educators, healthcare providers and trainers.

**13.00- 14.00** Lunch at the restaurant “ Sümbüllü Konak ”

**14.00- 15.00 Evaluation of the meeting and project tasks (OMEM, OECF- Belgium) Preparations for the next meeting.**

The participants filled in the evaluation questionnaires prepared by **Frank Hiddink** and expressed their opinion on the ongoing project activities and the 3rd project meeting which was announced a successful one by all the participants.

The date of the next project meeting was confirmed and settled.

**15.00 Certificate Ceremony**

The certificates were delivered by Mr Gurhan Cokgezer from OMEM.

The official part of the meeting was finished and the participants took part in a sightseeing tour according to the project agenda.

**16.00 - 17.00** A visit to Panorama 1326 Bursa Conquest Museum

**17.00-18.15** Visiting The Green Tomb

**18.30-19.30** A visit to Ördekli Culture and Art Center

**20.00** Dinner at the restaurant “ Nev-i̇ Çeşni̇” with traditional Turkish cuisine