**11th Video Conference 18th November 2021**

The eleventh meeting was held via videoconference using the Zoom platform on the above date at 1600 Hrs CET.

During this meeting all leading coordinators from all 5 countries were present and the main content was the information with regard to the first mobility to the Czech Republic (CZ).

1. The meeting started with a discussion about the travelling to the CZ by the other project members. The coordinators of the CZ will help with the arrangement of providing transport from the airport to Uherské Hradiště (UH). At present the hotel is booked for teachers travelling to UH, just some specific requirements are needed to finalise the booking. One of the biggest problems to be encountered is whether any of the participants are unable to attend the mobility. This could have a knock-on effect with the project and at present no one wishes to have a virtual mobility. This is a decision that will have to be assessed at the next meeting, everything depends on the situation and regulations of individual countries.
2. Next on the agenda was the plan that has been prepared for the mobility to CZ. There was an explanation as to how the days will be spent either in classrooms and on trips. A request was made during this time to include a tour of the town, so everyone was aware of what was in the immediate vicinity of the school and the town centre. This was agreed by everyone.
3. Monday – Project work within the school
4. Tuesday – Trip to Kovozoo (Metal recycling and upcycling)
5. Wednesday – Trip to incinerator plant for the region
6. Thursday – Trip to Eco-farm
7. Friday – Visit to a science exhibition
8. The next point was how to invoice all the countries as to trips and excursions. It was decided that all countries preferred a single invoice which would be presented and paid at the start of the mobility. This is to include all entrance fees, transport costs and prearranged meals during all the excursions. This invoice will have to paid in the local currency.
9. Videoconferences have to be arranged prior to mobility and all participants from all countries. This is a preferred way to get the students and their host to communicate prior to meeting for the first time in January. This will be arranged by the individual coordinators and CZ.
10. Prior to the mobility all students are required to fill in a questionnaire about themselves, so all preparations and placement with hosts can be arranged prior to travelling. Once they are complete to be placed on Google Drive.
11. The next meeting is scheduled to take place on Thursday 16th December 2021 at 1600 hrs CET.