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WORK AGENDA 13 January 2025		
Project Identification:	<i>Schoolgarden</i> Agreement n°2024-1-PL01-KA210-VET-000246112	
Type of meeting:	First Transnational Project Meeting	
Meeting place:	Hotel Bosir in Bialystok address: ul. Wołodyjowskiego 5, 15-272 Bialystok Place: Conference Room No.2	
Attendants:	Regional Competence Centre in Bialystok (RCC) Verslo ir svetingumo profesinės karjeros centras (VESK) Rēzeknes Tehnikums (RT)	
Time Schedule	Agenda topics	Participants
9:30 – 10:00	Welcome to all the partners.	Lead: RCC, VESK, RT
10:00 -10:30	Project Partners presentation. Schoolgarden project introduction: - purpose and character of the project, - role of each project partners. Participants in the projects – teachers, entrepreneurs - Presentation	Lead: RCC Support: All
10:30 – 11:30	Result 01 – Presentation the Diagnosis: Creation of a report that is a collection of three analyses (PL, LT, LV) containing research, diagnosis and comparative analysis in the catering industry, taking into account practices related to the use of planetary diets resulting from climate change.	Lead: RCC Support: All
11:30 – 12:30	<i>Schoolgarden</i> project administrative issues: - timeline and financial issues – accounting note, - management activities, reports; scan by mail, - transnational project meetings, - collect the original documents: - management reports, accounting notes, - recruitment participants documents, - partnership agreements by RT	Lead: RCC Support: All

Project Office: Regional Competence Centre in Bialystok
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	- cooperation between partners.	
12:30 -13:15	Dissemination during the project – activities at schools, link, www, social media.	Lead: RCC Support: All
13:15 -13:30	Lunch	
13:30 – 15:00	A visit to the catering school in Bialystok. Meeting with teachers teaching in the field of gastronomy participating in the project.	Lead: RCC Support: All
15:00 – 16:00	Conclusion of the meeting – next steps of the project, preparing „to do“ list, dates of the meetings 2025.	Lead: RCC Support: All
	<i>Discussion with group tutor</i>	