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WORK AGENDA 26 March 2026		
Project Identification:	<i>Energy@schools</i> Agreement n°2024-2-PL01-KA210-VET-000290095	
Type of meeting:	Fourth Transnational Project Meeting	
Meeting place:	Hotel Bosir in Bialystok address: ul. Wołodyjowskiego 5, 15-272 Bialystok Place: Conference Room No.2	
Attendants:	Perfect Project (PP) Klaipėdos Ernesto Galvanauskio Profesinio Mokymo Centras (KEGPMC) Regional Directorate of Primary and Secondary Education of Western Macedonia (RDPSEWM)	
Time Schedule	Agenda topics	Participants
9:30 – 10:00	Welcome to all the partners.	Lead: PP, KEGPMC, RDPSEWM
10:00 -10:30	Result 02 - Implementation of the training course by combining training with the theoretical part and practical training.	Lead: PP Support: All
10:30 – 12:00	Presentation of the proposed practical training in Bialystok - The use of innovative solutions and low-emission technologies in school buildings. Determining the technical and organizational details of the course: accommodation, meals, local transport, methods and forms of classes within the course, visiting study tour locations	Lead: PP Support: All
12:00 – 12:30	<i>Energy@schools</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,	Lead: PP Support: All

Project Office: Perfect Project Sp. z o.o.

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	<ul style="list-style-type: none">- recruitment participants documents,- partnership agreements - cooperation between partners.	
12:30 -13:00	Dissemination during the project – activities at schools, link, www, social media.	Lead: PP Support: All
13:00 -14:00	Visit to the University of Białystok - presentation of the initial training program for teachers in the field of using renewable energy sources.	Lead: PP Support: All
14:00 – 15:30	Lunch A visit to the building school in Białystok who use renewable energy sources. Meeting with teachers are participating in the project.	Lead: PP Support: All
15:30 – 16:30	Conclusion of the meeting – next steps of the project, preparing „to do“ list, dates of the meetings 2026.	Lead: PP Support: All
	<i>Discussion with group tutor</i>	