

CPDLab

Continuing Professional
Development *Lab*



Call for Supply of Services Procurement for Independent Evaluator - “CPDLab” Project

European Commission - Lifelong Learning Programme

Project N°: 518130-LLP-1-2011-1-BE-COMENIUS-CMP

January 2012



The CPDLab project is partly financed by the European Commission's Lifelong Learning Programme



BACKGROUND INFORMATION

EUN Partnership aisbl

EUN Partnership aisbl (EUN) is a network of 30 Ministries of Education in Europe and beyond. EUN was created more than 10 years ago with the aim to bring about innovation in teaching and learning to its key stakeholders: Ministries of Education, schools, teachers and researchers.

EUN's activities are divided among three areas of work:

- Policy, research and innovation
- Schools services
- Learning resource exchange and interoperability

Its activities are developed by participation in a number of privately and EU funded programmes, as well as by commercial sponsorship. Its participation in EU funded programmes include the Lifelong Learning programme, the Competitiveness and Innovation Programme and FP7, the framework programme for research and technological development. It participates in these programmes as a partner as well as a coordinator.

Further details on EUN may be found on the website: www.eun.org

PROJECT OUTLINE

The CPDLab project is a small, two year project within the Commission's Lifelong Learning Programme. The project started in October 2011. It aims to improve the quality of ICT-related Continuing Professional Development available to teachers, school leaders and other school staff and help schools become effective learning environments by offering a portfolio of training courses directly related to the needs of teachers in the future classroom.

The objective of the CPDLab project is to develop 3 modular courses for in-service training/ continuing professional development of teachers. The main audience for these courses is teachers at Secondary School level. However, the plan is that certain modules could also be adapted and be of interest to Heads of schools, ICT advisers, and policy makers. The three courses are:

1. Interactive Whiteboards (IWB): innovative pedagogical use of IWB technology in secondary schools. *To fully exploit new teaching and learning opportunities offered by Interactive Whiteboard technologies.*
2. e-Safety: improved safety policies in secondary schools, addressing issues such as cyber bullying, use of social networks, responsible use of mobile and Internet technologies. *To be fully prepared to develop and implement effective eSafety policies both within the school and within the wider whole school environment (including parents).*
3. iTEC future classroom scenarios: implementation and dissemination of teaching and learning activities for the future classroom. *To understand a range of predictive scenarios for the future classroom and explore how their own school can successfully implement some of these scenarios involving new teaching and learning processes and more advanced pedagogies.*

Each course will be developed in a modular style to offer flexibility and best fit with existing national models. They will be disseminated within each partner country, as well as offered more widely across member countries.

The modular style of the Courses will be packaged together to offer a 5 day in-service training course, eligible for funding through European Commission's Comenius in-service training programme for teachers. The courses will be delivered in the Future Classroom Lab, a Brussels-based "living lab" dedicated to showcasing new ways of teaching and learning. Teachers, heads of schools, ICT advisers and other relevant stakeholders from across Europe will be able to apply for funding under their national Comenius programmes.

EVALUATION ACTIVITIES AND OUTPUT

The independent evaluation takes place within the project's Quality Assurance work-stream (work package 4), which is led by project partner DGIDC, Portugal. The independent evaluation forms part of the overall Quality Assurance plan, and sits alongside the Project's Pedagogical Board.

Working within the project's quality assurance plan, the independent evaluation will focus on the extent feedback from the wider group of stakeholders in the Pedagogical Advisory Board have impacted upon and influenced the course development process.

The aim of the Pedagogical Board is to:

- Ensure that the three courses being developed in the project are aligned with requirements from a broader range of MoE and regional education authorities and complement any technical training and other forms of CPD being provided by ICT companies.
- Provide feedback on the Course validation protocol.
- Comment on and add to the recommendations made by teachers at various stages in the course development and validation process, particularly following the course development focus group in April 2012 and the course validation focus group 3 month validation period from March to May 2013.

In addition, the independent evaluator would be looked to act as a 'critical friend' to the CPDLab project team, reviewing and providing informal feedback and recommendation to help inform the three courses produced by CPDLab meet the needs of teachers from across Europe.

As part of the application process, the proposed independent evaluation methodology and process should be outlined, together with the number of different instruments to be deployed help gather feedback.

As regards formal deliverables, the Independent Evaluator will be asked to deliver two reports:

- Report from Independent Evaluation (D4.3, September 2012)
- Report from Independent Evaluation (D4.3, September 2013)

EUN will provide the central administrative and project support for the Independent Evaluator.

For further information on the project itself, please contact Ioanna Leontaraki, Project Support Assistant, EUN, ioanna.leontaraki@eun.org and request a copy of the CDPLab - description of the project.

CONDITIONS

Duration

The independent evaluation will be carried out over the period April 2012 to September 2013.

Most of the evaluation work will be done remotely, with the work spread over the period. In terms of total days, it is expected to be in the region of 10 to 15 days spread over the period of 18 months.

Budget and plan

The evaluator should provide EUN with a copy of their fixed cost proposal for the successful performance and delivery of the above mentioned activities, as well as a draft implementation plan and timescales. Total professional fees should be separated out from the costs eg: expected travel costs.

SELECTION

The selection process will be based on the following factors:

- The relevant experience and quality of the person/organisation who will perform the services (background, expertise and knowledge of teacher professional development, previous experience in project/programme evaluation);
- The proposed methodology and approach to be employed;
- The cost of the services concerned and the timeliness of the delivery of the reports.
- Proficiency in the English language.

Timescales and deadline for applications

- Closing date for receipt of questions and comments is: 17:00 CET, 10th February 2012. All enquiries should be emailed in the first instance to the project support contact provided below.
- The deadline for applications is: 17:00 CET, 24th February 2012. Applications should be submitted as a word document, providing details of the proposed approach, experience and costs. This document must be no longer than 10 pages in length.
- Following evaluation of the submitted proposals, the decision will be communicated via email to all on **2nd March 2012**.
- Contracts will be agreed in March with the successful party, ready for the proposed evaluation to commence in April 2012.

Interested applicants are invited to send their applications with the information requested above by e-mail to:

Ioanna Leontaraki, Project Support Assistant, EUN, ioanna.leontaraki@eun.org

European Schoolnet address :

EUN Partnership AISBL

Rue de Trèves 61,

B-1040 Brussels

t: +32 (0)2 790 75 75

www.europeanschoolnet.org

The work presented on this document is partially supported by the European Commission's Lifelong Learning Programme – project CPDLab: Continuing Professional Development Lab (Grant agreement 2011-3641/001-001). The content of this document is the sole responsibility of the consortium members and it does not represent the opinion of the European Commission and the Commission is not responsible for any use that might be made of information contained herein.