

Jelenia Góra meeting Leonardo da Vinci Learning Partnership Project  
**COMPARISON OF BUSINESS POLICIES IN VOCATIONAL EDUCATION AND TRAINING  
IN EU COUNTRIES AND ADAPTATION OF GOOD PRACTICES AT VET SCHOOLS AND  
VET PROVIDERS**

**2013-1-NL1-LEO04-12683**

*Jelenia Góra, Poland, 5<sup>th</sup> to 6<sup>th</sup> of June 2014*

## Minute

### Wednesday, 4th of June 2014:

The participants arrived during the day and they were accommodated in Hotel Cieplice in Jelenia Góra. The visitors were welcomed at the hotel and taken to dinner at Pakoszów Palace.



### Thursday, 5th of June 2014:

The following representatives of the visitor organizations took part in the meeting:

**Mr. Miguel Vidal**  
CIPFP MISERICORDIA Spain

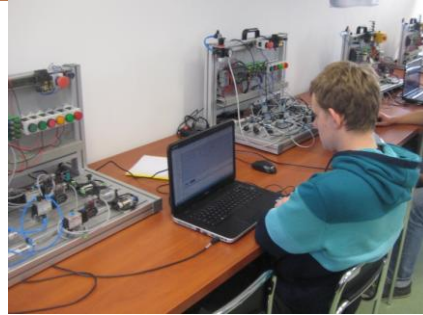
**Mrs. Anais Fernández**  
IES France

**Mrs. Cristina Stefan**  
**Mr. Constantin Stefan**  
QMED Netherlands

**Mrs. Jolanta Ratyńska**  
**Mrs. Barbara Janic**  
**Mrs. Danuta Sadownik**  
**Mrs. Danuta Sadownik**  
**Mrs. Małgorzata Pokosz**  
**Mr. Grzegorz Lustyk**  
**Mr. Paweł Janic**  
**Mrs. Maja Huminiłowicz**  
**Ms. Ewa Ratyńska**  
**Mr. Michał Ratyński**  
PCKK Poland

The first day of the meeting started with the visit to a vocational school in Jelenia Góra. The visitors were picked up at the hotel at 9:00.

The vocational school is an example of good practice of how vocational schools prepare young people for the labour market.



After the visit, the participants were transferred back to the hotel where the meeting started at 11:45.

It started with the presentation of Paris Meeting Questionnaire Results done by Ms Anais Fernández.



Then the round table about “How to set up a business” took place. It began with the presentation of “How to set up a business in Poland” prepared by the Polish student of a local high school - Waldemar Bednarczyk. After the presentation participants discussed differences and similarities of setting up business in partnership countries.

- Tax Identification Number - required in all the partners' countries, in The Netherlands you don't have to apply separately for it but you get it automatically when you register a company

- In every country, registering a company via the Internet you have to appear at least once in an appropriate institution to confirm your identity.
- Stamp of the company is not compulsory in each country however it is usually used in Poland, Spain and France. In the Netherlands it is enough to use the header paper.
- Bank account – only in Poland you can use your personal account as a company account - in the rest of the countries a separate company account is required.
- Business plan:
  - Poland – not compulsory in unless you need a credit or grant
  - The Netherlands – not compulsory for one person company
  - Spain - not compulsory
  - France – compulsory

After a coffee break a workshop “Business games” started. Mrs Danuta Sadownik presented the rules of the business game “Peasants School of Business”. At the beginning they seemed a bit difficult but everyone took part in the game and quickly got involved. Ms Anais Fernández won the game.

The game was then briefly discussed by Mrs Danuta Sadownik. She mentioned things the participants of the game can experience:

- the lesson of history of entrepreneurship
- experiencing the role of an entrepreneur
- making decisions
- taking risk
- negotiating
- creating and realizing the strategies
- learning basic rules of free market
- team and individual work
- learning by playing

After the workshops participants took a short walk in Cieplice – the SPA district of Jelenia Góra and came back to the hotel for lunch.



Then the visitors were taken to see the centre of Jelenia Góra where they also participated in the local event – the opening of the Volunteer Centre.

The day finished with a dinner at Papa Luca restaurant situated in the cellar of the Jelenia Góra town hall.

### **Friday 6th of June 2014**

After pick up at the hotel, visitants were welcome at PCKK.

The meeting started with the presentation of the business plan model presented by Mr. Miguel Vidal. A film prepared by CIPFPM was also shown. It presented stages of setting up a business. The film is available at:

[www.youtube.com/watch?v=vA6DscLNZyc](http://www.youtube.com/watch?v=vA6DscLNZyc)

In the next part of the meeting participants presented examples of business plans, which were then discussed.



After the coffee break partners discussed the project progress and the preparations to the intermediate report. Changes and problems encountered during the project realization were summarized. By the end of the meeting tasks were distributed as following:

#### **INTERMEDIATE REPORT AND TAKSS FOR JUNE 2014:**

For IES:

- one - two pages on "How to set-up a business in France"
- upload the examples of a business plan in wiggio
- upload in Wiggio the presentation that was not shown in Poland
- send to PCKK as soon as possible the necessary information regarding the rules in France for opening a business
- to make a document that presents the good practice examples of the organizations involved in the project, as they were presented in the meeting in France

For PCKK:

- making the minute of the meeting and publishing in Wiggio together with the list of participants (with signatures) and the agenda - one - two pages on "How to set-up a business in Poland"
- upload in Wiggio your presentations
- translate the summary of the business plan in English and then publish the whole document (Summary EN, Summary PL, content PL) in Wiggio
- summarize the conclusion of the evaluation of the meeting in Poland and publish the report on Wiggio.

**For CIPFPM:**

- as the organization responsible with the dissemination, has to make a report on all the dissemination activities all project partners organised in the first year of the project, based on the dissemination documents existing in wiggio

**For QMED:**

- one - two pages on "How to set-up a business in Poland"
- upload in wiggio of the video with the entrepreneur from the Netherlands who explain how to make a business plan

**For ALL PARTNERS:**

- to upload in wiggio the proof of dissemination
- to upload in wiggio a print screen from the own websites, with the section dedicated to the project CO-BUS-VET
- to upload in wiggio a link to the section dedicated to the project CO-BUS-VET (from the own website)
- keep in mind to send, before the end of June 2014, the relevant information regarding the participation in the meeting in the Netherlands: number of participants from your organization, room types (single or double), number of rooms for each type (how many single, how many double).
- in the first week of September please do not forget to send us the names of the participants and the final travel details (arrival date and hour; departure date and hour).

The meeting finished with an evaluation questionnaire.

After the lunch some of the participants went on a walking trip to Chojnik Castle.



Prywatne Centrum Kształcenia Kadr  
Jelenia Góra, June 2014