MINUTES

1. **Welcome to participants**

Jackie Marsh welcomed everyone to the meeting.

2. **Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum**

Representatives from 32 countries attended the meeting.

3. **Adoption of agenda**

4. **Approval of minutes and matters arising of last meeting**

There were no outstanding actions from the last meeting.

The minutes from the last meeting were accepted as true and accurate record of the meeting.

5. **Update from the Action Chair**

New members of the action

Jackie Marsh welcomed the following members to the Management Committee:

- Andrea PUHALIC - Management Committee member for Bosnia and Herzegovina

- Krisztina NAGY - Management Committee member for Hungary

- Tolga KARGIN - Management Committee member for Turkey

- Ebba SUNDIN - Management Committee Substitute for Sweden

Jackie said that now Bosnia and Herzegovina has joined the action, we have all but 2 ITC countries in the network.

Short Term Scientific Missions (STSM): review of completed reports and new applications

9 STSM placements took place in year 3. Jackie congratulated the early career researchers for participating in the STSM's. Jackie also thanked Roel van Steensel for coordinating the STSM process and said that he has done this very well.

COST Action IS1410
The digital literacy and multimodal practices of young children (DigiLitEY)
Management Committee Meeting
Riga, Latvia
From 21 June 2018 to 21 June 2018

MINUTES

6. **Update from the Grant Holder: Action budget status**

We had some underspend throughout the year and used this to fund additional STSM's and a training school on makerspaces in Sheffield.

The total claim for year 3 was 176,435, with an underspend of 3,565 Euro.

7. **Update from the COST Association, if a representative is present**

The Cost officer has said that the rapporteur is still not in a position to finalise the mid-term report comments.

8. **Monitoring of the Action**

The Action has produced a mid-term report outlining achievements to date. We have met, and in some cases exceeded, all objectives and milestones.

9. **Implementation of COST policies on:**

a) Promotion of gender balance and Early Career Investigators (ECI)

The gender balance of the action is indicative of the early childhood workforce. We do our best and MC has a good representation.

b) Inclusiveness and Excellence (see below list of Inclusiveness Target Countries)

10. **Follow-up of MoU objectives: progress report of working groups**

Working Group 1

Julia Gillen gave an update on WG1.

Julia said the literature review is now on the website.

There are 2 research projects within WG1: A day in the digital lives of children aged 0-3, data has been collected in 6 countries with 11 families and individual reports written. The second is 'Tips and tricks', data has been collected in 10 countries. WG1 have also produced a summary report on A Day in the Digital Lives of Children aged 0–3 to go on website:

http://digilitey.eu/wp-content/uploads/2018/06/DigiLitEY-A-Day-in-the-Digital-Lives-FINAL.pdf

COST Association AISBL | Avenue Louise 149 | 1050 Brussels, Belgium
T +32 (0)2 533 3800 | **F** +32 (0)2 533 3890 | office@cost.eu | www.cost.eu

COST Association
International non-for-profit organisation
Association internationale sans but lucratif

Funded by the Horizon 2020 Framework Programme
of the European Union

Register of legal Entities Brussels:
0829090573

COST Action IS1410
The digital literacy and multimodal practices of young children (DigiLitEY)
Management Committee Meeting
Riga, Latvia
From 21 June 2018 to 21 June 2018

MINUTES

Plans for Year 4

The Literature review chapter written for Handbook

A day in the digital lives of children aged 0-3" research project:
- Publication of summary report
- Panel presentation of 4 papers at ECREA pre conference in Lugano, Oct 31, 2018
- Publication of full report
- Preparation of journal articles/special issue
- Panel at final project conference

Tips and Tricks research project
- Publication of summary and full report
- Publication of advices for Parent's guidelines
- Preparation of a Special issue in Cs. Journal of Media, Performing Arts and
- Cultural Studies
- Preparation of journal articles/special issue
- Panel at final project conference

Working Group 2

Stavroula Kontovourki gave an update on activities in WG2

WG 2 are working on early year's practitioners subject review and knowledge, 8 countries are working on this and analysing data.
WG 2 representatives presented at a conference in Cyprus earlier this year.
There are 3 presentations planned for summer 2018

WG 2 plan to work with other practitioners in the final year of the Action.

Working Group 3

Adriana Bus gave an update on activities in WG3

WG3 held an expert meeting Amsterdam earlier this year. They invited publishers and designers of books to attend the meeting. This was a very interesting meeting, and WG3 have published a flyer following this meeting.   This is now available on the Digilitey website:

http://digilitey.eu/wp-content/uploads/2018/06/Reading-online-policy-brief-V2.pdf

COST Association AISBL | Avenue Louise 149 | 1050 Brussels, Belgium
T +32 (0)2 533 3800 | F +32 (0)2 533 3890 | office@cost.eu | www.cost.eu

COST Association
International non-for-profit organisation
Association internationale sans but lucratif

Funded by the Horizon 2020 Framework Programme
of the European Union

Register of legal Entities Brussels:
0829090573

COST Action IS1410
The digital literacy and multimodal practices of young children (DigiLitEY)
Management Committee Meeting
Riga, Latvia
From 21 June 2018 to 21 June 2018

MINUTES

WG 3 continued with collecting materials for digital books and have their brought conclusions together in a handbook chapter.

Plans for Year 4

Digital books great opportunity for second language learners
WG3 are continuing discussions on how to continue, planning a symposium at the Manchester conference.

Working Group 4

Giovanna Mascheroni gave an updated on WG4 activities.

WG 4 held a meeting in Brno, Czech Republic last year. This meeting focused on the internet of toys and discussed how children talked about them and toy reviews on YouTube.

WG4 members participated in 2 panels at the cyberspace conference.
They will have the book published for final conference and will launch this in Manchester.
WG4 are currently organising a paper on Internet of Toys.
A policy brief on IOT has been prepared and is now available on the Digilitey website:
http://digilitey.eu/wp-content/uploads/2018/06/DigiLitEY-Internet-of-Toys-FINAL.pdf

Working Group 5

Rosie Flewitt gave an update on activates within WG5.

WG 5 have now launched the methods corner

Plans for Y4

WG5 are preparing an 'ethics in research' chapter for handbook and David Poveda is preparing a 'methods' chapter for the handbook.

We have now populated the database and there are over 200 articles available.

We are getting recordings for methods corner during this meeting. This will include interviews with Digilitey colleagues.

11. **Scientific planning**

COST Association AISBL | Avenue Louise 149 | 1050 Brussels, Belgium
T +32 (0)2 533 3800 | **F** +32 (0)2 533 3890 | office@cost.eu | www.cost.eu

COST Association
International non-for-profit organisation
Association internationale sans but lucratif

Funded by the Horizon 2020 Framework Programme
of the European Union

Register of legal Entities Brussels:
0829090573

COST Action IS1410
The digital literacy and multimodal practices of young children (DigiLitEY)
Management Committee Meeting
Riga, Latvia
From 21 June 2018 to 21 June 2018

MINUTES

a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables)
b) Action Budget Planning

The budget for year 4 has been allocated as follows:

- **Meetings**   141,513
- **STSM's**   8,000
- **ITC Conference Grant** 5,320
- **Dissemination**   3,000
- **OERSA**   2,167
- **FASC**   24,000
- **Total Year 4**   **184,000**

The end of project conference will take place in Manchester, UK on 7th and 8th March 2019.

We have planned to host another Think Tank later in the year.

We will present at the ESOF conference in Toulouse in July 2018.

Invited ITC country participants to apply for ITC conference grant, we will put details on the DigiLitEY website.

c) Long-term planning (including anticipated locations and dates of future activities)
d) Dissemination planning (Publications and outreach activities)

Dissemination

We have produced policy briefs which are now available on the Digilitey website:

- Virtual Reality – aimed at teachers
- The Internet of Toys – JM pulled together
- Young Children's Reading on Screen: A Report for the Industry – developed with e publishers
- A day in the digital lives – early findings from research in six countries as part of the research of DigiLitEY Working Group 1

The handbook of literacies is progressing, drafts have been submitted for most chapters and final papers due at the end of July, this is going to plan.

12. Requests to join the Action from:

COST Association AISBL | Avenue Louise 149 | 1050 Brussels, Belgium
T +32 (0)2 533 3800 | **F** +32 (0)2 533 3890 | office@cost.eu | www.cost.eu

COST Association
International non-for-profit organisation
Association internationale sans but lucratif

Funded by the Horizon 2020 Framework Programme
of the European Union

Register of legal Entities Brussels:
0829090573

COST Action IS1410
The digital literacy and multimodal practices of young children (DigiLitEY)
Management Committee Meeting
Riga, Latvia
From 21 June 2018 to 21 June 2018

MINUTES

a) COST countries

None

b) Institutions in Near Neighbouring Countries, International Partner Countries, and/or Specific Organisations: EU agencies, European RTD Organisation, International Organisations

None

13. AOB

None

14. Location and date of next meeting

7th and 8th March 2019, Manchester, UK

15. Summary of MC decisions

All activities for year 4 approved

All budgets for year 4 approved

16. Close