



**14 CercleS Executive Committee Meeting**  
**04 May 2026: 16:00-17:00 CET / 17:00 Finnish time, via Zoom**

**Minutes**

**Approval of EC minutes of 20 April 2026**

The minutes are approved.

**Update from President**

**1. Preparation for the CC meeting**

Julia goes through the agenda for the meeting:

**Presidency**

- Tom will have the floor to talk about the CercleS Teacher Training Week at Namur.
- Alessandra will have the floor to talk about the Conference.
- Julia prepared a draft of the CercleS Manifesto (available on the drive in the folder of today's EC meeting). She summarised some of the key points from the White Papers and relevant European documents to create a one-page document. During the meeting, we will ask for input from the members of the CC.
- Julia and Libor will talk about their participation in the Teacher Consultation of the European Commission.
- Julia will talk about the European projects that CercleS is involved in, and invite participation in projects.
- Julia will talk about the idea of training topics for the CercleS training initiative.

**Vice-Presidency:**

- Libor will talk about the LLHE
- Libor will raise the issue of a CercleS quality mark and certification
- Libor will give an update of CercleS' goals

**General Secretariat**

- Mia will talk about membership numbers and management
- Mia will mention webinars, meetups, and the activities of Focus Groups

**Treasury**

- Tom will give an update on payments received from Full Members and Associate Members
- Tom will give an update on expenses to date

**2. Current information about the conference (Alessandra Fazio)**

- The abstracts are now being categorised into topics.
- By the end of May, the programme with parallel sessions should be available.
- They are dealing with registration via the agency.
- Financial contributions have been received from Roma FORO Italico, AICLU, CercleS
- About 180 registration fees have been received and paid. About 40 registrations without payment have been received for a total of 220 registrations (180 fees paid and 40 not paid yet).
- Alessandra will also show website links that will be relevant and interesting to the CC.

**Presidency**

**General Secretariat**



- She also thanks the EC for their work as part of the scientific committee.
- She is also very thankful for the large number of abstracts received.
- Lunch and dinner for the CC will not be paid by the organisers. **Alessandra** to change the information regarding lunch for EC/CC, the lunch for FGs, and the dinner for EC/CC on the Conference [website](#) to avoid any confusion about what is being paid for and what is for their own account.

### 3. Boost trainers' certificates

- We have been approached by the Boost trainers to issue certificates to acknowledge their participation in the first edition of the Boost training programme. The EC agrees that we can issue the certificates. **Zaan** to create the certificates and send them to the trainers.

### Update from Secretary General / assistant

- a. All the lists have been updated. **Zaan** must just double-check that the members on the Excel sheet and on the list of institutional members on the website are the same.
- b. We have to discuss the date and content of the e-bulletin – to be done via mail

### Update from Treasurer

- a. Financial subsidies for FG (number received, number accepted)
- b. Subsidies for travel (number received, number accepted)
- c. Status of contribution to the conference

### AOB

**Next EC meeting:** Monday, 15 June 16:00-18:00 CET

Monday 29 Jun 16:00-17:00 CET – additional meeting if needed

### Tasks

- **Alessandra** to change the information regarding lunch for EC/CC, the lunch for FGs, and the dinner for EC/CC on the Conference [website](#) to avoid any confusion about what is being paid for and what is for their own account.
- **Zaan** to create the certificates and send them to the Boost trainers.
- **Zaan** must just double-check that the members on the Excel sheet and on the list of institutional members on the website are the same.
- **All** to add their slides to the CC meeting slides by 12 May.

#### Presidency

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