

Seat Based Environmental Education committee

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MEETING INFORMATION

Date: October 24th

Time: 11:30AM

Present: Lisa Laasch, Rachael Boutto, Lance Swanson, Joe Cutkay, Heidi O'Brien

Absent:

MEETING ROLES

Facilitator:

Notetaker:

Timekeeper:

TOPIC	PERTINENT DETAILS	NOTES	NEXT STEP(S) & WHO COMPLETES THEM	DUE DATE
Warm Welcome				
ELP	Nearly approved by Osprey	Few things may still need adjusting-looks like some online pieces		
Last years Formative Eval	Online areas to meet, Why does PE not meet?	Data shows 100% participation.		
School Forest Improvement Plan	This is in the works			
Middle School EE	1. Solarium: 7/ 8 YES Team met on what to plant, grow, etc.: 2.Finishing Forest Project	1. Now: Planted & Growing! 2. Signage for edible and medicinal plants 3. Chickens?	3. waiting on Lakes Foundation approval	

	<p>3. Team YES community action project</p> <p>4. Upcycled art project to bring awareness to Recycling Initiative</p> <p>5. Staff tips/ reminders for environmental stewardship</p> <p>6. Start Google drive for staff data tracking</p>			
Primary EE	<p>1. Herb Garden grant</p> <p>2. Cutkay's class working on "survival skills"</p>	<p>1. Joe Cutkay applied for</p> <p>2. Building shelters, water filtering, etc.</p>	1.Should hear by January	
Optimistic Close				

NEXT MEETING

Date: November 21st

Time: 11:30

Location/Platform: Ms. Laasch's Room

MEETING INFORMATION

Date:

Time:

Present:

Absent:

MEETING ROLES

Facilitator:

Notetaker:

Timekeeper:

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ORGANIZATION TIPS:

- Create separate tabs/documents for each meeting date for easy navigation
- Consider reviewing MnMTSS Team Guidebook Appendix E for team-specific agenda items
- Assign roles before each meeting begins
- Set realistic due dates for action items
- Follow up on previous meeting action items at the start of each new meeting