

Approved 9/12/17

RIEEA Board Meeting
Tuesday August 8th, 2017
Gulf Stream Bar & Grill

RIEEA Board Members: Rachel Holbert, Samantha Polan, April Alix, Emily George, Jim Murphy, Lauren Parmelee, Reada Evans, Paul Dolan, Molly Allard, Bridget Kubis-Prescott, Andrea Stein

Employees: Jeanine Silversmith, Elisabeth Bux

Other Participants: Jasmine Smith-Gillen (RWP Zoo), Shari Bitsis (Greening the Sphere), Megan Davis (Norman Bird Sanctuary), Krystal Noiseux (RI Resource Recovery), Cindy Corsair (USFW), Bonnie Devlin (energy saving fundraiser program through National Grid)

Coffee & Conversations: How is your summer going?

Business Meeting

- Approval of June Meetings Minutes- Passed Unanimously, No Discussion
- Treasurer's Report-
 - Income: \$1357 Income (PLT, memberships, Flatbread Fundraiser, Donations)
 - Expenses: \$4021.65 (Staff, PLT, State Filing, Scholarships, PayPal Fees)
 - Balance: \$82, 812.47
 - We have not received funding from Groundworks yet
- Membership- 2 new individual members and 1 new organizational member

Project Updates

- Teacher Fest- RIEEA will have a table set-up, expecting over 300 teachers
- PLT
 - 2 workshops scheduled for next week
 - 27 signed up for the k-8
 - 14 signed up for the early childhood
 - Rachel Bayer at National emailed Jeanine, since the transfer over to SFI, our MOU expires in 90 days and we need to sign a new one
 - The group had a discussion regarding RIEEA's role with PLT moving forward
 - Our current commitment includes finishing up our final report (due at end of the year), the 2 trainings scheduled for next week and to set-up a school with Professor Pricklehorn in September
 - If we don't renew MOU, we would no longer be state sponsor
 - Things to consider:

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- PLT has taken up a lot of Jeanine's time to get workshops set-up
- Current facilitators would still be able to do workshops (just have to get books through PLT or new state sponsor)
- Could we put it out through RIEAA listserv- RIEEA is stepping away, anyone interested in taking it on?
- After discussion by the board, it was voted on and approved for RIEEA to end its relationship with PLT as the state sponsor.
 - Jeanine will draft an email to Rachel at PLT letting them know we are not renewing MOU; Rachel Holbert will review email before being sent to PLT.
- Groundworks Grants- 7 proposals were submitted
 - Stay tuned as there may be an option for spring proposals

RI K-12 Environmental Literacy Assessment Project

Partnerships & Support

- Jeanine and Molly met with the new media consultants, World Ways Social Marketing (the team consists of about 6 people including owner, Mark Marosits, and project manager, Christine Micela) Worldways Social Marketing
 - Great meeting; the team asked targeted questions trying to understand us, teasing out audiences to a target and deliverables,
 - Step 2- they will create a blue print (6-7 page document with messaging and goals)
 - We have a signed contract (Rachel Holbert signed) with them
 - Estimating that we will get \$15,000 pro-bono (in addition to the \$6,000 we are paying)
 - By September, should be rolling out tangible materials, honing our message, what we have to offer, taking message and tweaking it to every group we want to reach out
 - Eventually they will also roll out social media campaigns and craft a guidance document for web designer (may need to clarify if they are providing an actual document or just guidance).
- Jeanine met with Jan Mermin at RIDE (who heads Title IVb funding)
 - Title IVb funding is for well-rounded education
 - He didn't know about RIEEA, but knew about some of our organizations

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- He wants to be put on our newsletter
- He clarified that the new funding through ESSA will go out as grants to school districts (do not know if it will be competitive or spread equally among districts). He felt RIEEA members should reach out directly to districts, rather than apply for funding
- Jeanine will put to link for Commissioners monthly report out to the list serve (a great way to stay informed about what is happening with education in RI)
- Jeanine also met with Cali Cornell from the Office of College and Career readiness at RIDE.
 - There is a new push for students to individualize their school experience
 - There will be 3 designations that graduating seniors can get on their diplomas; a commissioners seal (scored high on testing), a bi-literacy seal, and a pathway endorsements (deep learning in specific area)
 - Cali has offered to do a workshop for RIEEA members with Q & A regarding these designations- Jeanine will work on organizing that and will sent out links on list serve with more info
 - We are signed up to have a table at Senator Whitehouse's 8th Annual Energy and Environmental Leaders Day (it is a free event)
 - Friday Oct 20th at Convention Center

Practice

- First draft of survey was completed
 - Kelly and Jeanine met with Josh to review the survey and then provided feedback to Susan
 - We are expecting another draft soon
 - One question that came up during the review process- What is our definition of environmental education and environmental literacy. The definition in the ELP is narrower; do we want to expand it?
 - After discussion, it was decided that it should be expanded as we want to capture the broader picture
- Soon we will need field test participants (teachers and administrators) who can give feedback on the survey
 - We have \$1500 in incentives for participants taking surveys
 - There was discussion on how to use this money
 - Do we want to give incentives to all field test participants and then when it goes out to everyone more of a contest?

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- It was decided that a more generic incentive like amazon gift cards would be used to avoid sample bias
- All field test survey participants will receive an incentive (30-60 participants)
- Survey participants will be entered into raffle for prize

- Green Ribbon Schools
 - Jeanine met with Joe and Mario from School Building Authority
 - They discussed ways to streamline the application process that make it more accessible for schools
 - The 2018 application will not be so data driven; it will be more of a narrative
 - Planning to have a joint celebration with Q & A session – invite past winners, has to be this fall, application due in January , waiting for approval from RIDE

Tools

- Meeting coming up Sept 14th at Greene School

Diversity

- Met and talked about how we will use initial document- what are our guiding questions? What does diversity look like?
- A reminder to fill out the survey that was sent out (will be removing names of organizations)
- Meeting in September before next board meeting
- Still looking for someone from initiative 1 to join committee
- Sam will be looking to NAAEE's Diversity Committee

Funding

- Jeanine participated in a webinar on grants
 - Over the next month, Jeanine asked for board members to do a little research at their organizations to find out what tools are being used for finding grants and which tools are well liked (Jeanine will send out an email)
 - Jeanine will compare different research tools in case we want to invest (also looking at free trails and free options); she will create a funding calendar and funding worksheet (showing our funding history) and timeline;
 - Elisabeth started research on cooperate granting programs (not a lot of alignment); Verizon foundation interesting, but has a technology twist, could potentially line up

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- NSF Grant- grant is interested in funding programs that advance innovative research on STEM learning in informal environments
 - May not be the best fit at this time as we are looking into formal ed
 - Deadline is November 6th
 - Elisabeth will follow-up with GEMS-Net to get more information on if this is right for RIEEA
 - Our operating budget is limiting; we are not there yet capacity wise, but worth it to meet with GEMS-Net; good to start thinking about as we grow over next 5 years
- Bridget brought up looking for donors/family foundations who are interested in funding our work; start developing those relationships

Operations Updates

- Elisabeth met with our new CPA, Kristie Armstrong
 - She set-up our QuickBooks online and imported bank data (only last 90 days in there currently), Elisabeth will manually have to import from beginning of year
 - Checks- Elisabeth writes checks, executive member signs off on invoice (Bridget or Rachel)
 - She will be doing reconciliation quarterly
 - Next year look at doing 990 with her
 - Contract vs. Staff- contractor fine for this year, makes sense; lets look at it again next year to see how positions have evolved

Reminders:

- Fall Pot Luck Reminder: Wednesday, September 27th (6:00-8:00)
 - Book style discussion of NAAEE's Guidelines for Excellence in Community Engagement
 - At Save the Bay
 - Email will be sent out with Guidelines
 - Sam agreed to lead a table

Advocacy

- Shareen is meeting with Congressman Langevin today at the Zoo
- NAAEE call
 - Federal funding functioning at a continuing resolution
 - Every Kid Outdoors Act- has bipartisan support; still figuring out how to accomplish
 - 16 ESSA plans have been submitted; 6 included EE in title 4 sections
 - STEM coalition has done a great job getting language included
 - Delaware 1st submitted- highly scrutinized, because they included science achievement as an indicator
 - Victory in CA- has approved budget with one time 4 million allocation for EE

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Announcements

- Molly & Paul- leading a tour on August 19th on South County Land Trust Browning Homestead- geared toward forestry management for small parcels of land- will send out on the list serve
- Raptor Weekend- Sept 9th & 10th at Audubon in Bristol
- Environthon- retirement party for Peter Stetson (RIEEA member) Thursday, August 31st 5:30-8:30 at Whaler's ; for tickets contact Paul; proceeds to go to travel budget to send team to nationals
- Schoolyard Habitats- applications being accepted until September 15th (taking on one more school this year) ; winning school gets \$3,000 over 3 years and 4 hours PD
 - Cindy is looking for someone who will print signs for the schools- exhibit style sign (weather proof)- any recommendations get in touch with Cindy

Next Board Meeting:

Tuesday, September 12th at Coggeshall Farm Museum (1 Colt Drive, Bristol)

9:00 Coffee and Conversations

9:30-11:30 Business Meeting