

Approved 11/14/17

RIEEA Board Meeting

October 10, 2017

Meeting Minutes

Board Members Present: Kelly Shea, Andrea Stein, Rachel Holbert, Paul Dolan, Emily George, Samantha Polon, Amanda Baez, April Alix, Shareen Knowlton, Jim Murphy, Cindy Corsair, Bridget Kubis Prescott

Employees: Jeanine Silversmith & Elisabeth Bux

Other Participants: Gail Ahlers (Empowerment Factory), Denise Poyer (WPWA), Peter Stetson (Envirothon), Bev Migliore (DEM), Kassi Archambault (Woonasquatucket River Watershed Council), Jasmine Smith-Gillen (RWP Zoo), Meg Warburton (RWP Zoo)

Board Members Absent: Reada Evans, Josh Laplante, Molly Allard, Lauren Parmelee, Krystal Noiseux

Location: Roger Williams Park Zoo

Approval of September Meeting Minutes: Unanimously approved. No discussion

Treasurer's Report

- Current Balance: \$77,187.28
- Total Expenses: \$3,044.94 (includes PLT, supplies, staff)
- Total Income: \$75.00 (membership)

Membership Update (Elisabeth)

- 1 new organizational member: Worm Ladies of Charlestown
- 2 new individual members (Kathleen Couchon, high school teacher from Narragansett, and Allie Hirsch)

RI K-12 Environmental Literacy Assessment Project

Initiative 1: EL Leadership & Partnerships (Bridget) & Initiative 2: EL Supporting a Better RI (Molly/Elisabeth) **Update given by Jeanine**

- Will be meeting with the marketing firm next week to discuss the blue print and a list of deliverables
- Jeanine is also working on compiling a list of elected officials in RI which will include their career and which committees they sit on

Initiative 3: Striving for Excellence in EE Practice (Kelly)

- Compiled a list of about 100 teachers and administrators to test the survey
- Susan sent the most recent draft of the survey tool
 - Kelly will be sending it out to the board and members of the committee for feedback

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- Gave out 1 PD Scholarship for \$100.00 to Kathy Couchon, a high school teacher in Narragansett who will be attending a climate change training

Initiative 4: Monitoring the Status of K-12 EL (Josh) Jeanine reported

- Working on pulling together an advisory council (professors, researchers, etc.) to help guide the decision making
 - Jeanine will be reaching out to individuals to personally invite them
 - Tentative date of November 9th (waiting on location)

Diversity and Inclusion Initiative (Sam)

- Sam provided Jeanine with a list of representatives for each initiative who will be the liaison to the Diversity and Inclusion Committee
- Will be pulling together a meeting around January

Jeanine wanted everyone to be conscious of ways to get committees together/reasons for committees to meet, keeping everyone actively engaged and involved in the process

Operations Odds and Ends

- Grants and funding
 - Elisabeth and Jeanine tried out 2 grant database programs via free 2 week trials; Instrumental and Grant Forward
 - Using information from the trials and a list that had been compiled previously, Elisabeth feels like they have enough to work with without investing in one of the databases currently
 - Kelly suggested reaching out to Pisces for funding ideas as well (Jeanine, Rachel and Elisabeth have a call set up with them next week)
 - 2 potential funding directions were identified
 - Pursuing local funding to fund a series of special events with targeted groups across the state as part of Initiative 1 & 2
 - Pursuing funding for the steps needed to move forward with the ELA (synthesizing information, gap analysis, the assessment, implementation, etc.)
 - AMGEN was suggested as a potential funding source
 - Jeanine, Lauren and Elisabeth also had a half hour consultation as part of the webinar Jeanine attended on behalf of RIEEA
- Fundraising Idea
 - Jeanine proposed a fundraising ideas in lieu of an annual appeal
 - Possibly selling reusable utensils with RIEEA's name/logo
 - Jeanine will price it out and bring it back to the board for review
- D&O Insurance
 - Elisabeth received one quote from Farm Family
 - \$940/yr for a standard 1 million dollar policy or \$776/yr for a \$500,000 policy
 - Waiting on a quote from Alliant
 - Has also received recommendations that we should also have general liability insurance
 - Elisabeth will ask for a quote to bundle the two

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- Emily recommended trying Blais Insurance
- We set aside \$500 in the 2017 budget for insurance
- Website
 - Lisa is moving forward with the redesign
 - Elisabeth gave her a draft of the main page which she is currently working on
 - The redesign will be done in concert from what we have received from the marketing firm

Events Past and Future

- Potluck was a success; there were 5 group roundtables based on the 5 sections in the Guidelines for Excellence
 - Bridget- Community Engagement
 - Identified students as a group that we haven't been engaging with
 - Molly- Excellence in Practice
 - Identified that we need a way to share ideas and resources
 - Peer reviews of each other's curriculum
 - Sharing pre/post evaluations
 - Potential Facebook group or other central place for sharing resources
 - Sam- Diversity and Inclusion
 - Thinking about what communities need before starting partnerships
 - How do we restart partnerships
 - Jeanine- Civic Engagement
 - We need to meet the community where they are
 - Shareen- Long term
 - The need for regular check-ins with long term plans
 - Need to assess progress
 - Check our course (things change)
 - Build in check points along the way
 - It was decided to keep the discussion going as a coffee and conversations at the November board meeting.
- Land and Water Summit
 - Rupert reached out to Jeanine to see if RIEEA was interested in continuing the partnership at this year's conference.
 - The commitment would be offering 3 workshops
 - We would also have a table at the event and a full page ad in the program
 - Jeanine will reach out to members once she hears back from Rupert on what topics the members are interested in for workshops
 - April, Kassi and Rachel expressed interest

NAAEE Update (Shareen)

- The conference was officially cancelled
- Shareen's "train the trainer" workshop on the Community Engagement Guidelines will be rescheduled
- NAAEE will be hosting a virtual conference for 3 days starting on October 17th
 - There is a schedule on their website
 - The webinars will also be recorded

Annual Meeting

- Save the Date: Wednesday, February, 28th from 5:30-8:00 at Rhode Island College

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- Look for an email from Elisabeth regarding signing up for a task
- We will be doing education awards again. Send any nominations (with a paragraph about why you are nominating that person) to Kelly.
 - Award for formal educator and an informal educator
- Theme: Environmental Literacy from Prek-College
 - Short Story Style- presenters for each life stage (prek, elementary school, middle school, high school, college) followed by round tables led by each presenter
 - Possible presenters are: Susan Zoll from RIC, a parent from RWPZ program, student April knows, Cali Cornell from RIDE, Jim Murphy from RIC

Announcements

- The Let's Move Initiative in Providence is looking for people to serve on a committee. April will send out more information as she gets it
- October 21st- STEAM Central event at the Westerly Education Center
 - Opportunities for tabling (RIEEA will have a table)
 - 11:00-3:00
- October 20th- Jeanine will be representing RIEEA at Senator Whitehouse's Energy and the Environment Event
- December 2nd- RI Early Learning Conference
 - \$200 to table
 - Jeanine will send out on the list serve to see if any organizations are interested in splitting a table (if 10 organizations are interested it would only be \$20).
- October 21st- Prepare RI Summit hosted by RIDE
- October 19th- Orientation for Envirothon. If you know of any MS/HS teachers that are interested, put them in touch with Paul
- Schoolyard Habitat
 - Received 7 applications
 - Narrowed it down to 3
 - Hope to have a decision by next week
 - There is a work day at Barnes Elementary this Saturday, October 14th

Next Board Meeting:

Tuesday, November 14th at Rhode Island College

600 Mt Pleasant Ave; Providence

President's Dining Room, 2nd Floor of Donovan Dining Center

***A map and parking pass will be emailed out about a week before**