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Eco-Committee Meeting Minutes

An Eco-Committee meeting is where you make plans for your Eco-Schools activities.

Notes

When	Friday 4 October 2019
Where	Florence Room, 8.15am – 9am
Attendees	Zoe Nellie Elodie Deedee Helena Ada Mrs Phillips-Morgan Mr P. Jackson Mr B. Sharp Mr MacTaggart Mrs Tuttle Mrs de Chazal
Apologies	Maria absent Clara absent





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Agenda

List of items you want to discuss at meeting.

1. **Welcomes and introductions**
2. **What is the Eco Schools' Green Flag Award?**
 - **Presentation**
 - **Checklist**
3. **Meeting roles:**
 - a) **Minutes**
 - b) **Online summary of meetings**
 - c) **Maintaining the Eco-board**
4. **Name: After a group vote, we have decided to be known as ...The DECOs (Downe House Eco Committee)**
5. **Online profiles...Meet our new Eco-Committee!**
6. **Environmental review**

Action points

Who	Action	By When
Elodie	Will take minutes of the next meeting and may take on the role as minute-taker	
Zoe	Will create a short online summary of our meetings to put onto our website	
Nellie and Mr MacTaggart	Will maintain the Eco-Board outside the MDR	
All student members	All students have been asked to write a short profile that can be used online to introduce themselves to the school. Students have also been asked to send me a selfie or emoji they would like to use on the board.	
All students and Mrs Tuttle & Mr MacTaggart	Biodiversity – Ada Energy – Elodie Global Citizenship – Nellie Litter – Dedee Marine – Helena Healthy Living – Zoe School Grounds – Maria Transport – Clara	Students and staff are to complete their Environmental Audit topic by the next meeting in November



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		Waste – Mr Mactaggart Water - Mrs Tuttle	
	Mrs Phillips-Morgan	I will contact the Science Department in regards to trialling the water butt for an upcoming Science trip instead of single-use plastic bottles.	
Next meeting	Friday 1 November 2019		