



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





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 (**D**owne House **E**co **C**ommittee)
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		