

Muskegon River Watershed Assembly
Education Committee Meeting Minutes
January 13, 2015
FSU Johnson Hall, Room 322

*****These minutes are not official until approved at the next regular meeting*****

Committee Chair LaLonde convened the meeting at 4:16 PM with the following present:

Jean LaLonde, Chair
Vicki Sawicki, USFS
Nancy Burmeister
Bill Burmeister, FSU

Cindy Fitzwilliams-Heck, FSU
Erica Johnson, MAISD
Terry Stilson, MRWA Ex. Director

Agenda and Minutes –

Fitzwilliams-Heck motioned to approve the agenda and the December 17, 2014 meeting minutes with N. Burmeister supporting the motion. Motion passed.

Old Business

Teacher Workshop

- **Schedule**
 - LaLonde distributed a draft of the workshop schedule
 - Someone will be needed for the registration table and perhaps ring a bell a few minutes before the next session starts
 - Introduction and closing – everyone provides the same information to participants
 - No break can be provided if we want to count the whole time toward SECHs
 - **LaLonde will redo the schedule to accommodate this.**
- **Lesson Outline**
 - LaLonde provided a lesson outline for facilitators to complete
- **Sessions**
 - Discussion was made about lengthening the workshop by one hour and then educators could be certified, provided books and other information.
 - Discussion was made about keeping the same schedule and then providing a couple hours of instruction at a later time to provide the certification.
 - **Fitzwilliams-Heck will contact Natalie Elkins to see if we can split up the training time into two different days.**
 - If we can break up the training time in two different days, we will need to use the Aquatic WILD book and sessions.
 - If we cannot break up the training time in two different days and this workshop will not be a training for certification, facilitators will be able to us any activity that is not listed in the four categories (originally decided upon).
 - **B. Burmeister suggested using a webinar for the second day if we are able to use two days for certification.**
 - Johnson said there is a possibility that she will not be able to facilitate a session and she will let us know as soon as possible.
 - If we do not have the workshop for certification, then B. Burmeister may be available to complete a session.

- **SCECHs**
 - **Johnson will need information to complete the application for SCECHs. She will send the form and everyone will need to provide her with the information quickly.**
- **Evaluation**
 - Stilson distributed a prior educator workshop evaluation and changes were provided.
 - **Stilson will send everyone the amended evaluation form for further comment.**
- **Flyer**
 - Additional changes were provided.
 - **Stilson will make the changes and distribute them to committee members. Because the flyers need to be distributed to ISDs soon, further changes will be completed via email and done in a short time.**

Next meeting – The next meeting will be held on January 27 at 4:00 pm. Facilitators will complete a lesson plan as soon as we know about the certification.

N. Burmeister motioned to adjourn with Fitzwilliams-Heck supporting. The meeting adjourned at 5:16 pm.

Respectfully submitted,
Terry Stilson
Executive Director