

**Joint Meeting of the New Jersey Commission on Environmental Education
And Interagency Work Group - AGENDA
Tuesday, February 17, 2004
NJDEP Headquarters, Trenton
9:00 a.m. – 12:00 noon, Public Hearing Room**

8:30 a.m.	COFFEE AND TEA	
9:00	Opening Remarks <ul style="list-style-type: none"> • Welcome and opening remarks from Chair • Review of agenda • Request for new business items • Review/acceptance of November meeting notes 	Joni Elliott
9:15	Priority Tasks and Budget for 2004 (List) <ul style="list-style-type: none"> • Review of priority tasks and estimated costs for 2004 	Tanya Oznowich
9:20	ANJEE Conference/NJCEE Website Updates <ul style="list-style-type: none"> • Commission workshop at ANJEE conference • New NJCEE/IWG handouts that resulted from workshop • What is new at NJCEE/IWG Website, as a result 	Marc Rogoff/ Tanya Oznowich
9:45	Environmental Education Network Committee <ul style="list-style-type: none"> • Ongoing discussion with ANJEE members • Tentative plans 	Tanya Oznowich
9:50	Earth Day Committee <ul style="list-style-type: none"> • <i>Environmental Primer</i> – update • “Earth Day-New Jersey” Website – update 	Fletcher Harper/ Tanya Oznowich/ Marc Rogoff
10:05	Plan of Action Committee <ul style="list-style-type: none"> • Summary and update of grant proposal • Update regarding plans for teacher survey • Revised draft teacher survey 	Dale Rosselet/ Tanya Oznowich/ Nick Smith-Sebasto
10:30	BREAK	
10:45	Presentation: “Environmental Protection Course for Adults” and Other Cooperative Extension Efforts <ul style="list-style-type: none"> - Rutgers Cooperative Extension of Morris County - Presentation and group discussion 	Bruce Barbour
11:15	Presentation: “Environmental Justice in New Jersey” <ul style="list-style-type: none"> - Environmental Justice Program, DEP - Presentation and group discussion 	Jeremee Johnson
11:30	New Business, Announcements and Current EE Efforts <ul style="list-style-type: none"> - Group sharing session - Updates on partnership efforts 	Joni Elliott/ Tanya Oznowich
11:55 a.m.	Closing Remarks and Departure <ul style="list-style-type: none"> - Spring meeting logistics 	Joni Elliott

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Tuesday, February 17, 2004**

NJCEE Attendance: Maria Downes, Erin Dougherty, Beth Ebler, Joni Elliott, Fletcher Harper, John Kirk, John Lisko, Tanya Oznowich, Dale Rosselet, Barry Schlegel, Jim Shissias

IWG Attendance: Rod Groff, Marc Rogoff

Guests: Bruce Barbour, Nick Smith-Sebasto

Opening and General Remarks

* Joni provided brief opening remarks and welcome to the group

* **Jim Shissias voted to approve the January meeting notes; John Kirk provided a second; all were in favor.**

* Joni conducted a brief discussion about commission and work group attendance at the meetings, which has been poor on occasion. There was no consensus on some of the actions suggested, such as a signed contract regarding attendance or a letter welcoming a new member that describes expectations.

* Meeting logistics were discussed. Eight people agreed that the meetings should begin at 9:30 or 10:00 a.m. since people arrived late anyway. So, future meetings will begin at 9:30 a.m. There was no consensus regarding the number of meetings held; some wanted fewer meetings and some wanted more meetings. It was suggested that they were held on a consistent date/time and Tanya explained that signage for the room prevented regularity due to its availability on a first-come, first-served basis. It was agreed that Tanya would send out meeting notes in advance again.

* Tanya distributed the 2004 task list and estimated costs; reviewed list and status of each initiative

Commission/Work Group Projects and Activities

* **Website:** Marc provided an update on design and content changes to the commission Website. The group agreed that links should be made from the Website to the homepages of the organizations, companies, schools, etc. that are represented by members on the commission and work group. Marc agreed to compile this and website addresses were collected from those present.

* **ANJEE Conference:** Group members discussed the workshop they conducted at the ANJEE Conference in January. It was agreed with ANJEE Conference leadership that the commission chair would be invited to provide brief remarks regarding commission/work group activities to the full group of attendees at the conference, instead of hosting a workshop. For a variety of reasons (poor signage, location changes, time slot, lack of interest) there was minimal interest and only two attendees.

* **NJCEE Materials:** Tanya distributed 3 new commission/work group handouts that were compiled for the ANJEE conference and distributed at a commission exhibit at the conference. The handouts are also available to print out at the commission's Website. The handouts feature current commission activities; a fact sheet about the commission and work group; and, a membership list.

* **EE Network:** No update provided on the NJCEE/ANJEE environmental education network.

* **Earth Day/Environmental Primer:** Tanya distributed a draft copy of the primer, list of terms, and descriptions. The group reviewed it and provided comments during the meeting. Comments could also be submitted via e-mail or fax to Tanya, after the meeting. Group consensus was to simplify some of the language and make it easier to read. It was also suggested to make it more friendly and upbeat. Changes were made to the sequence of information. Tanya would make the changes then submit to DEP management for review and approval. The goal was to distribute bulk quantities of these for Earth Day and other spring/summer environmental events and programs for the public.

* **Teacher Survey:** Nick received the committee's final set of comments but had been ill and did not have time to incorporate comments into a revised draft. He will do this and send it to Tanya to distribute to group electronically. It should be finalized sometime in March. It was estimated that 500 – 1,000 copies would need to be distributed in order for Nick to receive back an estimated sizable sample.

Nick had offered, as an incentive, some professional development credits from Montclair University to any teacher who completed the survey comprehensively. The group discussed and ultimately agreed that this was not a good use of PD credits. An incentive was not finalized, however.

There was still discussion but no solutions regarding how to obtain individual mailing labels for teachers from the New Jersey DOE for a random stratified sample representative of K-12 NJ teachers. Beth Ebler wasn't sure if it was possible and thought it would involve special permission from DOE, technical concerns with data, and coding issues. She said that DOE is hesitant to conduct surveys due to amount of mail going into schools, but that research-based findings in the revised POA would be essential. She would look into it further and contact Nick and Tanya. **Fletcher made a motion to have Nick finalize the survey instrument; Joni provided a second; all were in favor.**

* **Plan of Action Revisions Process:** Dale distributed and reviewed copies of the planning grant proposal that she and the committee submitted to the National Science Foundation. The committee had not yet received a decision from the foundation.

* **Guest Presentation: Bruce Barbour, Morris County Rutgers Cooperative Extension:** Bruce began with a brief summary of the history and types of environmental activities conducted by cooperative extension. Most recently, they are developing a new adult education course which will focus on environmental protection and conservation content and will be directed towards community leaders, environmental commission members and other individuals interested in becoming local environmental stewards. The course will be piloted in three counties and will be designed after the successful Master Gardener's Program. It will be based on hands-on training, research and demonstrations. Bruce agreed to act as a liaison between RCE and the commission as this effort fits in with the commission's POA interests in adult and community education.

* **Guest Presentation: Jereme Johnson, Acting Director, DEP Environmental Justice Program:** Jereme provided an overview of the Governor's recently signed Executive Order to further environmental justice activities in New Jersey; the EJ coordinating council, and related urban activities. She has a strong interest in adult education and is pursuing grants to develop an EJ-adult leadership model for EJ communities. Because it also has a focus on adult education she was invited to apprise the commission and work group of these activities.

* **New Business:** Tanya announced that IWG representatives from the NJ Department of Community Affairs has offered \$50,000 to the DEP and the commission, to conduct a meaningful energy education project in New Jersey that would benefit new school construction (green school/LEEDS) needs in the state.

Members agreed to act as advisors for this project and DEP agreed to accept the funds through a memorandum of agreement between DEP and DCA. Tanya would pursue with Rod Groff.

* **New Business:** Tanya distributed the current DEP/Commissioner's newsletter with a theme of schools and environmental education. The newsletter featured an article about the commission and work group, along with others related to school construction, curriculum and professional development resources sponsored by DEP, and healthy school initiatives. Group members took copies of the publication for distribution and review.