

# Orientation Meeting Agenda

## Attendance & Announcements

5 minutes

- Crew Leader takes attendance and makes announcements
  - Field Trip Next Week (SMURRF) – Be on time and bring SMC ID card!
    - Sustainable Works can no longer offer Big Blue bus tokens. If Crew Members do not have AS sticker, they will have to pay their own fare
  - Bring completed Sustainability Survey to Water meeting
  - Today is last day to pay, receive Workbook and register online
  - PLEASE ASK CREW MEMBERS TO PAY AND GET WORKBOOK AT START OF MEETING. They can register at the end.

## Review Course Requirements & Homework

10 minutes

- Use syllabus to briefly review requirements and meeting dates
  - Community Service opportunities on front bulletin board at 1744 Pearl Street
  - Community Service Form on page 7 of Workbook
- Point out homework assignments on back of syllabus (completed after meetings)
- Answer questions about requirements or Introduction chapter?
- **Share reflections and responses from Ecological Footprint**

## Ice Breaker/Introductions

30 minutes

- Students count off and pair up
- Hand back *What I Know About Sustainability*
- Crew Members share with buddy
  - #3, 6 & 7 on *What I Know About Sustainability*
- Pairs introduce each other to entire group:
  - Name and partner's name
  - What concerns your partner about the environment (#3)?
  - How does your partner positively impact the planet (#7)?
- Hand out *Making a Commitment (FORM)*
  - Crew Members complete with buddy
  - Crew Leader collects bottom portion of form (envelope in front slot in Crew Binder)

## VIDEO – THE POWER OF ONE

### Sustainability Survey Introduction

15 minutes

*Students who haven't purchased Workbook can share or use SW loaner*

- **Page 19** - Ask a volunteer to read quote

### Importance of Sustainability Survey

- Crew Leader explains Sustainability Survey is important because it helps Crew Members figure out what sustainable actions are already a part of their lifestyle and decide what actions they would like to take.
- It also helps Sustainable Works and City of Santa Monica see what types of positive changes are made
- **Page 20**
  - Ask a volunteer or choose a Crew Member to read paragraph 1
    - Preparing to complete the SS by following these steps will assist in completing the SS accurately
  - Ask a volunteer or choose a Crew Member to read paragraph 2
    - The text box on the right has more information on what to do if utilities are paid by the landlord
  - Instruct students to read the information in the “To Do During the First Week” to themselves
    - Use this as a reference for each topic when completing the SS

#### **Getting started with the Sustainability Survey**

**5 minutes**

- Have students look at survey on **page 22**
- Crew Leader reads first **TWO SENTENCES** of **FIRST BULLETED ITEM** on **page 21** while students look at survey
- Crew Members read bullets 2-4 on **page 21**. After each bullet is read, ask Crew Members to turn to and look at pages mentioned in each bullet (ex. Waste log p.39-40)

#### **Accurately filling in the Sustainability Survey**

**5 minutes**

- Crew Leader reads first **TWO SENTENCES** of paragraph on bottom of **page 21**
- Ask Crew Members to read examples in text box on **page 21** and top of **page 22** to themselves
- Use “Example Survey Section” to explain how to complete “Before, After and Difference” sections

#### **Completing the Sustainability Survey**

**15 minutes**

- Review the first 2-3 questions of each topic

#### **Homework & Registration**

**5 minutes**

- **REGISTER ONLINE** if they didn't do it last week
- Complete Sustainability Survey and bring to Water meeting
- Read Water Chapter in Workbook
- Bring Workbook in binder to Crew Meetings
- Visit web site and look at Water support tools in Crew Member Materials
- Last week to pay, receive Workbook and register online