

Jr TreeKeeper Field Day

Steering Committee Meeting Minutes

June 12, 2019, Kirkwood School District (KSD) Administrative Service Center (ASC)

The meeting was called to order at 8:45 a.m. by Linda Holekamp.

Keisha Seymour, Barb Sandhagen, Linda Holekamp were present.

Priscilla Ward was absent

I. Event tasks were assigned:

Keisha S. will be the KSD contact, coordinate transportation, permission slips with information needs, classroom follow-up curriculum.

Barb S. will be the MDC contact and order supplies needed.

Priscilla W. will write the curriculum and coordinate with Keisha to have it fit the 4th grade science curriculum.

Linda H. will be the Presenters' and City's contact, make the schedule, arrange park set-up.

II. Reports:

Keisha S reported that PTO will fund the buses. Allergy needs will be placed into one group. The district is peanut-free.

Students will bring their own sack lunch and a refillable water bottle.

She will have students bring their i-pads to the park.

The KSD copy center will be able to print and bill all materials if given a date needed.

Barb S will order 200 copies of *50 Common Trees of Missouri*. This will cover St Peter's program as well. She will see if MDC has pencils for each child. She will sharpen them.

Priscilla W will finish preparing curriculum for each station. She will get the tree cookie nametags made.

Linda H reported that she and Priscilla walked the park and identified stations.

She met with Dave Slane and Pete Laufersweiler to select and approve the tree for the tree climb. Pete will have the Park Dept prune the tree this summer.

III. Action:

The attached schedule was approved by the committee.

The information for press release was placed with the District Information Officer.

The Mayor's Schedule was approved for the afternoon of the 25th.

The Park Dept does NOT have a tree inventory of the Park trees.

The following presenters have affirmed participation:

1. Mark Grueber, MDC
2. Dave Slane, KUFC
3. Pete Laufersweiler, Kirkwood Parks
4. June Hutson, retired MO Botanical Garden
5. Cory Meyer, Kirkwood Urban Forester

The following KUFC/ JTK instructors have affirmed participation:

1. Paul Loida
2. Ellen Edman
3. Phyllis Weidman
4. Bill Ruppert

IV. Seedlings & Tree Planting:

Linda will check if it is suitable to plant seedlings end of September. Discussion about planting them on the Westchester campus or take them home. We need 2 trees for park demo and their service project.

Meeting adjourned at 9:50.

Next Meeting: Kirkwood School District (KSD) Administrative Service Center (ASC)
Wednesday, July 24, 2019 at 8:30 a.m.

Respectfully submitted,

Linda Holekamp, KUFC