

Regulation 3511.1: Integrated Waste Management

Status: ADOPTED

Original Adopted Date: 11/12/2013

The Board establishes the following goals for waste reduction:

1. Lead community in resource conservation and recycling;
2. Make our practice consistent with our teaching;
3. Save money in a time of rising trash disposal costs;
4. Include all facilities, employees, and students in the program.

To ensure efficient utilization of natural and material resources, the Superintendent or designee shall work towards instituting the following measures and/or practices:

1. Reduce waste generation by reducing the consumption of disposable materials, composting of organic materials and fully utilizing all materials prior to disposal.

Each facility will consider additional waste reduction steps which are appropriate to their circumstances. This will include inspection of the facility's waste output to determine other possibilities for reductions. Additional steps which should be considered include:

- a. On-site and off-site composting of food waste and other organics;
 - b. Substitution of reusable items for disposable items;
 - c. Elimination of unwanted junk mail; removal from unwanted mailing lists;
 - d. Two sided copying and printing;
 - e. Reuse of scrap paper.
2. Recycle materials such as paper, glass, plastic and aluminum, and minimize the use of non-compostable products.

The following materials will be collected separately from trash when financially feasible. Recycling pickup can be arranged with the garbage hauler, or separate arrangements for recycling can be made at the discretion of the facility. Periodic updates will be needed for changes in materials which will be accepted:

- a. Office paper
- b. Corrugated cardboard;
- c. Newspaper, magazines and shredded paper;
- d. Phonebooks;
- e. Aluminum and tin cans;
- f. Glass containers;
- g. Plastic bottles;
- h. Green waste and organics

The objective of each facility in implementing these steps will be to reduce the level of trash service. The Board shall receive a periodic at least annual report on any reduction which has been achieved as to the size and frequency of trash pickup.

The following procedures shall be implemented to support the waste reduction and recycling objectives:

District-wide

* Classrooms, Office Areas and Staff Rooms shall maintain separate, clearly marked receptacles for recyclables and

trash, such as:

- o "TRASH ONLY"

- o "PAPER"

- o "BOTTLES AND CANS ONLY"

- * Encourage the establishment of "Green Teams" at each school site, consisting of an administrator, food services manager, custodial supervisor, teachers(s) and students to promote recycling and assist with implementation of recycling policies.

- * Provide information as needed to employees and students about the District's recycling policies.

- * Encourage the recognition of employees and students for programs successfully implemented and the resulting environmental benefits and cost-savings for the District.

- * Provide students/parents with written recycling guidelines at least once per school year, such as in student orientation packets.

School-wide

- * Place "Bottles and Cans only" receptacles at strategic locations on campus.

- * Encourage student participation in recycling activities.

- * Distribute recycling guidelines at least once per school year, such as in student orientation packets.

- * Provide "Bottles and Cans only" receptacles at school events

Food Service / Cafeterias

- * Separate food items from trash when a food waste recycling program is in place

- * Empty and recycle milk cartons

- * Implement composting strategies when possible

- * Cafeteria staff shall supervise proper recycling of empty food containers, cardboard and other recyclables/compostables to minimize contamination

- * Recycle corrugated cardboard and film plastic (i.e.: shrink wrap)

Maintenance/Operations/Grounds

- * Continue efforts to recycle green waste.

- * Head of Plant, or person designated by Director of Maintenance/Operations/Grounds, at each site shall be responsible to regularly monitor waste removal to determine if the appropriate waste separation is being implemented and the appropriate receptacles are available for waste and recycling.

3. Prefer recycled and other environmentally preferable products when procuring materials for use in district schools and buildings or contracting for the construction or modernization of any district building.

(cf. 3300 - Expenditures and Purchases)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

(cf. 7110 - Facilities Master Plan)

4. Work with vendors and contractors to use packaging and delivery materials that generate less waste, including recycled, recyclable and compostable packaging.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 7131 - Relations With Local Agencies)
