

# Cumberland County Schools 2009-10 "Go Green" Initiative

## School Checklist

### Awareness/Education (Emphasis on education and training)

- Adopt an environmental policy, mission statement or pledge.
- Form a "Green" team, with the power to act.
- Perform an environmental audit of your school.
- Develop and implement a "Sustainability Action Plan" specific to your school.
- Communicate and Inspire: Create a regular feature in the school newsletter, include in school announcements, discuss in staff meetings, display on bulletin boards, etc.
- Establish a school-wide Earth Day celebration.
- Track and post utility usage and cost.
- Start a school garden; utilize yield in the school cafeteria or donate to families or food shelters.
- Support professional development for sustainability.
- Integrate natural elements into the school grounds, such as sundials, wood blocks and sculptures.
- Track and post recycling achievement.
- Recognize October as Energy Conservation Month.
- Promote student led presentations on sustainability to PTA, student body, teachers and the community.
- Provide teachers with information and activities that can be integrated into their lesson plans.
- Write grants for sustainability or conservation -purchase of posters, stickers, trees, plants, recycling bins, educational multimedia, shopping bags, water bottles, irrigation humidity controls, etc.
- Invite a CCS board member to visit your school to observe your commitment to the Go "Green" Initiative.

### Pollution Control (Focusing on alternatives in transportation, cleaning, pest management and storm water control)

- Establish and enforce a No-Idle Zone.
- Use "Green Seal" certified cleaning products.
- Use environmentally sound practices to prevent and solve pest problems in accordance with the CCS IPM policy.
- Properly dispose of grease, cleaning products and other chemicals to reduce storm water pollution.
- Regularly clean litter and debris around the school to minimize the amount entering storm drains.
- Provide a bicycle rack for staff and students.
- Encourage alternative modes of transportation.

- Encourage bus ridership, biking and walking via recognition & incentives.
- Provide preferential parking for electric, hybrid or biodiesel vehicles.

### Waste Reduction/Recycling (Efficient use and reuse)

- Recycle! White office paper, newspapers, magazines, junk mail, telephone books, paper board, cardboard, aluminum, steel, plastic, glass, batteries and light bulbs.
- Train housekeeping staff to reuse trash can liners.
- Reuse packaging material or donate to a shipping store, such as UPS Westwood.
- Reuse envelopes and file folders.
- Reduce paper waste. Make double-sided copying and printing standard practice, maximize electronic communications, print multiple hand-outs per page.
- Place signage at copiers encouraging double-sided print.
- Place recycling bins in every classroom.
- Reduce junk mail by removing names from national database.
- Eliminate duplicate mailings of subscriptions by contacting business and removing name(s).
- When faxing, use a fax stamp or label, instead of a cover sheet.
- Purchase products that have recycled content and/or are biodegradable.
- Use a filtered water pitcher or contract with a water cooler supplier and eliminate bottled water.
- Compost food waste or donate to a local farmer.
- Encourage lunch box kids to carry reusable containers instead of disposal items such as Ziplocs and juice boxes.

### Water Conservation/Efficiency (Minimizing water consumption)

- Place water conservation signage in restrooms, kitchens and janitorial rooms.
- Report leaky water faucets, hose bibs, urinals, toilets, and valves immediately to maintenance.
- Educate teachers, cafeteria workers, custodial personnel and students on the need for water conservation.
- Adhere to PWC's odd/even water schedule year round.
- Irrigate between 10 pm and 6 am to eliminate excessive evaporation.



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- Do not modify irrigation settings on ball fields. Contact CCS Maintenance for adjustment.
- Do not irrigate with a sprinkler using water from a building's hose bib.
- In place of grass or sod, place water efficient shrubs or ground cover.
- Plant North Carolina-friendly and native plants.
- Annually apply mulch to all exposed landscaped areas to increase moisture retention, reduce weeds and prevent soil erosion.
- Install rain barrels to catch rainwater for plant irrigation.
- Redirect downspouts towards landscaped areas, where possible.

### Energy Conservation/Efficiency (Following CCS Energy Conservation/Incentive Plan)

- Follow the guidelines established by the CCS Energy Conservation/Incentive Plan (see Energy Conservation: A Practical Approach).
- Check time clocks, sensors, and controls on lighting and HVAC every season – make the necessary adjustments or submit a repair work order.
- Follow CCS temperature set point guidelines.
- Switch to compact fluorescent light bulbs (CFLs) from incandescent in all task lighting. CFLs will be made available by CCS Maintenance.
- Eliminate or reduce appliances in the classroom – refrigerators, microwaves, coffee pots, etc.
- Set the Energy Star feature on photocopier and be sure it activates in less than 15 minutes.
- Report unusual noise or faulty operation of mechanical equipment immediately.
- Do not block HVAC registers or returns with furniture or materials.
- Use blinds to reduce heat gain/loss.
- Require custodial staff to make an evening check of unoccupied buildings to ascertain that all setback controls are properly working.
- Keep doors to conditioned areas closed.
- Do not operate window air conditioning after school hours.

- Report caulking or weather-stripping needs to CCS Maintenance.
- Cut off banks of classroom, media center, gymnasium and cafeteria lighting during periods of reduced occupancy.
- Report inoperable photocells or occupancy sensors.
- Evaluate school operation during the summer, to eliminate the wasteful use of all utilities.
- Program all computer monitors to sleep after 15 minutes and PCs after 1 hour or less.
- Use natural ventilation and ceiling fans whenever possible.
- Consolidate buildings for athletic contests, evening school, meetings, plays, concerts, and community events.
- Post "turn-off light" labels on appropriate switches school-wide.
- Clean light fixtures, diffusers, windows and skylights regularly for optimal light.
- Utilize natural lighting whenever possible.
- Rearrange the works space to take advantage of areas with natural sunlight.
- Use task lighting rather than lighting an entire area.
- Delamp overlit areas.
- When replacing equipment, ensure that they are Energy Star rated or equipped with energy saving features.
- Unplug unused equipment or utilize "smart strips" to avoid using phantom power.

