

Proposed Waste Reduction, Materials Reuse and Recycling

The purpose of this administrative regulation is to establish lasting guidelines for the implementation of a districtwide waste reduction, materials reuse and recycling program. This administrative regulation is designed to underscore the importance of resource conservation and encourage an overall ethic of environmental responsibility throughout the district. Through the successful implementation of this policy the district will save money by reducing the cost of disposing waste while reducing the district's impact on the environment.

1. Delegation of Responsibility

Each district department, school and individual school community member has a responsibility for implementing this administrative regulation. Specifically, the district shall strive to decrease its generation of waste and increase recycling by:

- a. Reducing the consumption of consumable materials whenever possible;
- b. Fully using all materials prior to disposal;
- c. Minimizing the use of nonbiodegradable and nonreusable products whenever possible; and
- d. Providing appropriate mechanisms and equipment for the proper separation and recovery of recyclable materials.

2. Goals and Guidelines

Schools and district administrative offices, shops, warehouses and other facilities shall make all reasonable efforts to reduce waste by 25 percent through waste prevention, reuse and recycling. At a minimum, schools and offices should provide opportunities for students and staff to recycle mixed paper, cardboard, plastic and aluminum. Additional facilities may be set up to collect ink and toner cartridges, glue sticks, glue bottles, empty chip bags, empty Capri Sun pouches or any other type of recyclable material.

3. Designated Official(s)

To assist with this administrative regulation, each principal and each facility manager shall designate an employee who will act as the coordinator for waste reduction and recycling and who shall be trained on relevant waste reduction strategies.

- a. Adoption and adherence of formal resource conservation.
 - (1) Double-sided copying.
 - (2) Use of email.
 - (3) Electronic ordering.
 - (4) Electronic filing.

b. Recycling of district used materials.

- (1) Cardboard and paper.
- (2) Aluminum, glass and plastic.

c. Adoption of environmentally preferable purchase policy.

Purchase of products with the highest post-consumer materials available.