

# Langley School District-Green Team Guidelines

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# Green Teams Guideline

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## Why a Green Team?

The seeds of environmental awareness and green thinking can be planted early. The concept of sustainability can flourish in schools, where student energy, enthusiasm and openness to new ideas are high. Students involved in sustainability projects and clubs in schools are more likely to consider sustainability second nature for the rest of their lives (Perry, 2004).

## A Little History on the Subject:

Langley School District signed the Carbon Neutral Conservation Act to confirm that we will do our part in the reduction of carbon emissions as set out by the Provincial Government. The Greater Vancouver Regional District (GVRD) has increased their tipping fees on waste in their effort to reduce emissions along with the pressures of space for landfill. All of these factors have played a part in the decision of the District to become active in waste reduction/redirection.

The concept of Green Teams is not new and they are active in other School Districts. As part of our plan we are asking that students invest in their future by monitoring their contribution to energy and environmental conservation.

The Director of Energy & Environment and the Township of Langley were both approached by The Teacher and students of an environmental team asking us to help them with a proper recycling program and redirection of organic waste. After consultation with the Township and the School, the Township agreed to sponsor two pilot sites for the program, one Elementary and one Secondary. The program ran from January to June of 2012 and was a success. We want to now include all schools in the program. You will already have the Green bins outside, locked, waiting for the program launch scheduled for the **3<sup>rd</sup> week in October**. We have ordered new containers for inside your school which include:

- **Green** covered containers for inside the classrooms for Organic Waste
- **Blue** Recycle containers inside the classroom that will hold Glass, Metal, Plastic & Paper\*
  - We anticipate that many of your classrooms already have these bins
- **Black** Waste – a very small black clip on container for any classroom garbage.

It will be the responsibility of the classrooms to get this waste to the sorting stations that will hold:

- **Green** Waste Containers for Organic Waste
- **Blue** Containers for the Glass, Metal, Plastic & Paper\*
- **Black** Containers for the regular waste

The Custodians are responsible for taking the waste from the sorting stations out to the exterior containers for pickup. We also require weekly measurements to assist us in the pick-up frequency and other reporting need

***\*it was determined that it would reduce costs if we combined Glass, Metal, Plastic & Paper (GMPP).  
Sorting will be done by the Vendor.***

Have you detected a theme here? Our team felt that colour coding the streams would be the simplest way for the students to learn. It all sounds very simple but we know that it isn't. Some staff and students jump on board with a cheer while others refuse to change their ways. We are hoping that as Administrators you will assist in every way possible to encourage all your staff and students to follow the new program.

This is not just a school program, it impacts the entire community. We are working with the Township for as much consistency as we can have at home and at school. The differences are minimal and the intent the same.

To reach these goals we need your support. Everyone impacts the environment in a school, so this is where you have an opportunity to make a difference. As you might have heard before, "You may not have control, but you have influence!" A **Green Team** can:

- reduce paper use
- increase recycling
- promote energy conservation

-and so much more, making a huge difference within a classroom or school. Raising environmental awareness is about creating social change.

Once you get going, it is a great way to meet other environmentally minded people (there may be more than you think, they just don't have direction).

It is predicted that as these programs are developed throughout the district the annual cycling of staff, students and parents will create a stronger, sustainable program.

## How are you scored?

We are providing points for the following:

**Monthly Meeting:** 5 points for each meeting with a **minimum** required participation. Minimum participation required:

- 1-Administrator or delegate
- 1-Teacher(s)
- 1-Custodian
- 3-Students)

For each extra participant 1 point will be added **Initiation and Programs:** 5 points for each program in a Bi-Monthly reporting period.

**External Educational Opportunities:** 10 points for each program in each two-month period

**Teacher Satisfaction Factor:** 3 points for full satisfaction. 2 points for 7-9 level of satisfaction, and 1 point from 4-6 level of satisfaction. There will be no points credited for 0-3 level of satisfaction

**Research Reports:** 2 points for each research reports (maximum 2 reports per

**Custodial Weekly Reporting:** 2 points per week for every report received for measurements taken and submitted.

**Energy Reduction:** If you are able to reduce your schools kWh consumption by 2% by the end of the school year we will give you 25 bonus points! You will need to contact The SBO Green Team Consultant to find out your schools baseline electricity consumption and provide outlines of behavioural programs that you are implementing to achieve this goal. Examples may include:

- Turn it off program
- Utilize BC Hydro Education Team
- Removal of ceramic heaters or other non essential energy consuming items

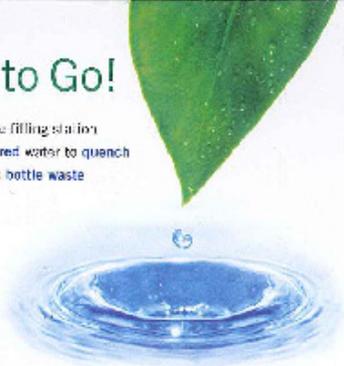
## So, what's in it for your School?

At the end of the school year we add up all the points your school have accumulated and the school that has accumulated the most will win a Bottle refill station! This prize is worth \$3000.00 and will provide your students with the opportunity to reduce the amount of plastic bottles entering our landfill. There will also be some subsidiary prizes for the runners up.



### EZH<sub>2</sub>O™ to Go!

Elkay's new EZH<sub>2</sub>O™ bottle filling station provides a rapid fill of filtered water to quench thirst and minimize plastic bottle waste in the environment!



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The EZH<sub>2</sub>O™ provides one solution for all drinking water needs. Great for education, fitness clubs, healthcare and hospitality facilities. Whether you want to fill your sport bottle or just grab a quick drink from the water fountain, EZH<sub>2</sub>O™ meets all needs in one location.



#### Field Retrofit Kit

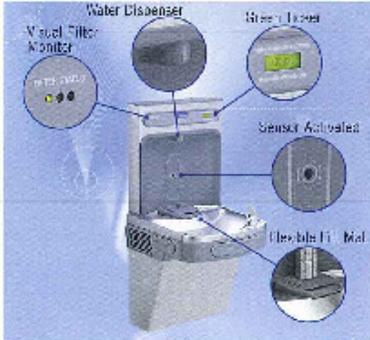
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## Growing your Green Team

### Who is on the Team?

The composition of your team is very important. Run by the Administrator it should include:

- Teaching Staff – more than one to share the load
- Custodial Staff
- Students – at least 4 and hopefully more (Grades 5+)
- PAC members or Parent Volunteers – one or two

### Find out “who wants to play”

Here are some suggestions for gathering a group together taking action on environmental cause. Don't forget to let your teacher know what you are up to.

#### 1) Post a notice in your common areas such as:

- break room
- washrooms
- conference rooms
- administrative offices
- reception areas

**2) Plan an event or meeting.** People are much more inclined to turn up if you have an event or meeting planned. Keep in mind the time in which you want to meet and make sure you choose a convenient time for people. An hour is just about right. Respect other people's time by staying on schedule. It's not a bad strategy to entice people by offering refreshments and snacks.

**3) Add the Green Team formation and updates to the staff and PAC agendas.** If you have regular staff, PAC, or student council meetings, you could add the formation of a green team to the agenda. Create a sign-up sheet to get people's contact information. You can also ask these groups to allow you to make updates.

**4) Send an endorsement via email to teachers and parents.** A suggestion coming from the senior-most people in your school can carry a lot of weight.

**5) Put a highlighted note in the school or PAC newsletter.**

**6) Make an announcement** at major school events such as school assemblies, sports events, performances, or during the daily announcements over the PA.

**7) Ask members to bring a friend to the meetings.**

**8) Invite your cafeteria staff.** Or at least involve them in the conversation.

**9) Look to your neighborhood community.** Attend a Neighborhood Association meeting and canvass for volunteers and support. There are plenty of hidden jewels out there. Attendance in these meetings will :

- Educate students in their community
- exchange goods and services,

- share common interests
- ride share

**Note:** Consultation with parents and teachers is required.

**10) Start talking to people at your school!** Anyone! Everyone! This is a great reason to initiate some friendly conversation. Why not build your GT and community at the same time? Share what you are up to and see what happens. You will be surprised how many people are ready to jump into your vision. Often people will want to make a positive difference and do not know how. Besides, you never know who you are talking to or when you might stumble across the missing piece you have been looking for.

## Tips on Conducting GT Meetings

### First Meeting

1) Briefly introduce your Green Team



2) Introduction of members: Gather emails. Consider making reusable tent name tags.

3) Decide on meeting dates and location for the next two months: The suggested frequency is 2 times a month to get going and then once a month thereafter. Note that date could be changed as needed, but it is a good idea to know when scheduled meeting take place as far in advance as possible.

4) Set up communications:

Determine method you will use to distribute:

- meeting agendas
- meeting minutes
- project updates

Decide who should be on the distribution list(s), and who will be responsible for the **GT** email account in First Class @ [greenteams35@sd35.bc.ca](mailto:greenteams35@sd35.bc.ca).

5) Brainstorm: Generate ideas. Find out what people are interested in doing. Use this list later for drafting mission statement and setting goals.

### Second Meeting

- 1) Create your mission statement and goals for the year
- 2) Choose an external educational program provided through the School District
- 3) Discuss and choose a project/ internal program for your team
- 4) Utilize members' skill set when deciding who takes on what action pieces.

### Third Meeting and thereafter

- 1) Start working on the required action pieces and plan for the projects and programs you want to pursue in your community. Set a time frame for each step you need to take
- 2) Evaluate the progress by checking in with the action pieces from the previous meeting.

### Choosing external and internal programs:

The best way for your **Green Team** to blossom is to pick an initial project that everyone can stand behind. For choosing the external educational program you should consult with your teachers to determine which would be the most appropriate based on school programs and requirements. For your internal programs and projects, pick the lowest hanging fruit. Remember no task is too small to make an impact. The easiest thing to start with is to make sure you cover your basics such as:

- 1) **Reduce consumptions and avoid waste:** Are there ways to reduce the resources your school consumes? Is there a “No thank you table” in the cafeteria? If you can’t get rid of Styrofoam trays, can you encourage a “waste free lunch” campaign or ask each kid to bring in a reusable napkin or water bottle? Is there a collection box for paper that has only been printed on one side?
- 2) **Basic Energy Conservation:** Is your school shutting off the lights after you leave a room? Are the computer monitors being shut off when they are not being used? Have your team conduct an audit on various ways to conserve energy. You can request energy use information from your school district to identify where you are and track the savings. Some information about your energy consumption is on the website, so check it out (<http://www.sd35.bc.ca/district/energy/default.aspx>)
- 3) **Basic Recycling:** Is your school recycling all that it can? If you don’t know, the first place to start is to schedule or conduct a waste audit. Once you identify what items are ending up in the trash that could be recycled, then you can create a plan. Start with paper and plastic/bottles then look into other items such as ink cartridges, crayons, etc.
- 4) **Or do something fun!** Plan an event in your school or coordinate a service learning project.

For more ideas and topics, refer to the Appendix project list.

### Sharing your Ideas with other Green Teams:

You are not the only school working on this project and communication with others in Green Teams can sometimes help you move forward with your ideas. We have set up an icon in First Class/Conferences that should be visible to all staff that will allow you to post questions or ideas with other school based Green Teams. Please check it out and check in to share.

## Publishing Your Efforts

Here are some ideas of what your Green Teams can do:

- Send us a Good News/Great News story about your school. We will place it on our webpage or it may go out to the Community Paper, they are always looking for news from schools.
- Consider creating a documentary of a project and share it with others. Join the Green Games and win some cash! See District Energy & Environment webpage for more details.
- Utilize word of mouth advertising.
- Revisit the section of “Growing your GT” and think of ways you can use those same channels to promote your efforts.

## Keeping Track of Your Progress

It’s a good idea to start out by assessing what impact you will have on your class or school before implementing a program. Establish a goal, create benchmarks, and then keep track of the progress. There are several approaches to setting goals. Have your team discuss and agree on an approach. Some people prefer to set goals that are small and obtainable. New goals are made after the previous goal is accomplished. For others, it is best to set ideal goals that give a clear direction for the steps to accomplish it.

At the same time, the District will keep track of your progress by evaluating your performance based on your bi-monthly report submissions (See Appendix ). Your team will be notified of the results and your Green Team’s ranking throughout the district every other month after submitting your report. The best performing **Green Team** will receive some awesome rewards at the end of school year.

## Working with the District

Each member of the **Green Team** has defined roles and responsibilities. Tasks must be assigned and reviewed periodically to ensure they are meeting the set goals. Please keep in mind this is not a one way street. The District is ready to put their full support to enable your **Green Team** for all the great ideas you have to implement in your school community. They are also ready to hear about the success stories, recommendations, or concerns you are facing in running your teams. Make sure you take advantage of the direct communication icon named “**Green Team**” located in First Class desktop, as well as “Comment and Suggestion” section in your bi-monthly report.

## Maintaining Your Green Team

### Taking Care of Your Volunteers

Provide all the logistical information far in advance and send out an email reminder when an important date is close. When volunteers and members show up to help on a project be prepared and organized to use their time wisely. Ensure show them the appreciation they deserve for their support and assistance. Try to have a variety of tasks they can choose from and time slots when possible so that you can offer the most enjoyable and convenient match. Consider following up with thank you cards or tokens of recognition. Know their names, feed them, and take their pictures whenever possible. Provide family friendly opportunities. Ask them for feedback. Don't burn out your volunteers by pressuring them to over commit. Do not apply pressure to sign up, but do hold them accountable when they do.

### Overcoming Feeling Overwhelmed

Feeling overwhelmed is toxic to the projects your GT takes on. The result is a tense, uptight, and overly critical mind. In this condition it is hard to "see the way" and eventually leads to burnout. Start by identifying that you are feeling overwhelmed. Statements like "I'm not ready yet", "I am overloaded", "I can't commit right now", or "The problem is so big I don't feel like I can make a difference" are a good indication to take a pause. There are other kinds of overwhelmed statements that place blame on someone or something else such as "The bureaucracy is impossible to work with", or "John Doe is standing in my way," and so on. However, this example will remedy the "I" focused statements.

If you or your team encounters these obstacles to a successful program, please contact us. We are here to provide support not just request results. The program is intended to change behaviour and we know this won't happen overnight. If we can't assist we can likely find an organization that will.

### Reflecting after the first year: Setting up for longevity

As it was mentioned before, the best performing GT throughout the District will receive an award at the end of the school year. Regardless of taking first place, we appreciate your effort and will recognize you at the end of the year in our website and community. That is our part but you need to do something too.

#### Wrapping up

- 1) Create a list of all the green improvements you made big and small.
- 2) Use the list to check in with your mission statement and goals.
- 3) Create a calendar for the upcoming school year. Be sure to include the dates of school events, other events or annual campaigns you want to participate in, GT meetings, etc.
- 4) If possible, throw a small party for the team – ex. Pizza lunch
- 5) Put it all in a legacy binder.
  - Include the list and calendar you just made. Provide a copy of your mission statement
  - Document as much of the process as you can
  - Provide clear contact information and resource links

- Provide an online copy or a condensed version. Find a safe, accessible, and central location to store the main copy
- Providing pictures will bring it to life and make it a much more enjoyable task

## Green Team Assigned Responsibilities

### Administrator Member

In order to celebrate our success stories and highlight your schools, we require a release form be signed by the parent(s) of students participating in the Green Team Program.

- 1. Ensure that each Green Team student member has a “Release of information” form signed by their parent(s)**

Due to lack of space, the GVRD has increased costs of Waste Disposal,. Redirection of waste helps but reducing the frequency of pick-ups is the most significant cost saver for the District. It is vital to our program that proper monitoring of waste levels be done by your Custodial staff. Please:

- 2. Manage the tasks of custodians for reporting. Collecting and forwarding their weekly waste level reports based on scheduled pick-ups to [GreenTeam35@sd35.bc.ca](mailto:GreenTeam35@sd35.bc.ca).**

In order to evaluate the level of performance of each Green Team and improve the program, we are requiring the students to prepare bi-monthly(every 2<sup>nd</sup> month) reports. These reports need to be reviewed by the Green Team Teacher (s) prior to submission. You can assist us by:

- 3. Submit the reviewed bi-monthly reports no later than the first week of the following month to [GreenTeam35@sd35.bc.ca](mailto:GreenTeam35@sd35.bc.ca).**

You are a valuable member to Green Teams. They need your support to keep their team going. Your responsibility would be:

- 4. Accommodate Green Team’s need s at the school such as:**
  - a. Assisting with booking a room for meetings**
  - b. Attending the meetings**
  - c. Encouraging and support programs developed by the team**

**Note:** that all the forms can be done by you or your designate. Please refer to the “Term of Reference” for your responsibility in attending to monthly meetings.

## Teacher Member

The District is trying to support Green Teams by recognizing them in their publications and websites. Therefore, it is very important to make sure that all the students in these teams a release form signed by their parent(s) or guardian.

- 1. Keep your Administrative Green Team Member aware of all students on the team to ensure there is a release of information form on file.**

We ask that you provide your Green Team student members with their roles and responsibilities and provide them with guidance in achieving them for student success.

- 2. Provide support and guidance for students in fulfilling their roles.**

In order to evaluate the level of performance of each Green Team and improve the program, we are requiring the students to prepare bi-monthly reports. Students are often needed to publish different types of documents to support their projects and campaigns. We ask that you proof their work to ensure that it is publication ready.

- 3. Review any documents and reports prior to release**

There is a couple of external educational programs listed by the District. It is important to consider students interest in choosing a program; We ask that you ensure the fit is right for your school and your team before accepting any of the opportunities.

- 4. Help the team investigate and choose the right external educational opportunity for students**

## Custodians

Cost for waste disposal is high and climbing. The GVRD is running out of room and over the next few years will encourage organizations to Reduce, Reuse and Recycle to reduce their costs. We have listened to your concerns with regards to bin size and have tried to reduce potential for injury by taking away all 8 yard containers. Reducing the size of the container can impact the frequency of pick-ups. The best way the District can reduce costs is to reduce the number of pickups. You play a very important role by measuring how much waste is in those 6 yard containers and ensuring that you report this information back on a weekly basis. Each week we ask that:

- 1. To measure and submit the level of “Waste”, “Organic Waste”, “Glass, Metal, Plastic, Paper (GMPP)”, to your Green Team Administrator on a weekly basis based on scheduled pick-ups. Note that the template for this report is provided for you.**

## **Students**

Without you, this program will not succeed! We are looking for students in Grade 5 and up to take a leadership role in creating and developing your schools Green Team. Help your school be the best in the District and see what rewards that you can achieve. It requires you to:

- 1. Notify your teacher about the new members**
- 2. Prepare bi-monthly(every other month) reports based on the given templates and have them reviewed by your Green Team Teacher before submission to the District**
- 3. Attend as a team in one of the external educational opportunities provided by the District  
Involve your community in your Green Team Initiatives.**
- 4. Assist with the sorting program and mentoring other students to understand sorting**

## Appendix A - Project List/ Initiation and Programs Idea

### Reuse

- Double sided paper copies
- Half sheeted paper
- Scrap paper bins/oops box
- No Thank You table in cafeteria
- Encourage reusable drinking bottles
- Office supplies such as manila (Pony) envelopes
- Use of email for school communication such as newsletters

### Basic Energy Conservation

- Education
- Reminders: stickers/light switch covers
- Power Patrol
- Energy Audits
- Power Strips
- Timers
- Settings: Copiers/Computers
- Custodian Practices
- Power Down Day
- Energy Challenge

### Recycling

- Education
- Paper
- Plastic and cans
- Batteries
- Ink Cartridges
- Art supplies
- Books
- Clothes
- Misc office supplies: Manila folders
- Milk cartons \* if it's an option
- Composting

### Cafeteria

- No Plastic Utensils
- Permanent Ware Tray Program
- Permanent silver ware drive

## **Transportation**

- No Idling campaign
- Walking Bus
- Car Pooling

## **Waste Reduction**

- Waste audit(s)
- Waste Free Lunch
- Classroom Worm Bins
- Lunch Compost

## **Restoration/Beautification**

- Litter pick up
- Mural with environmental theme
- Recycled art fair
- Planting trees

## **Public Events**

- Sustainability/Green Fair
- Earth Art Symposium: Collection of arts and expertise

## Appendix B – External Educational Opportunities

- BC Hydro Energy Ambassador Program Grades 10-12
  - Contact: [Jennifer.Callaghan@bchydro.com](mailto:Jennifer.Callaghan@bchydro.com)
- Langley Environmental Partner Society (LEPS) –
  - Contact: [education@tol.ca](mailto:education@tol.ca)
- Independent educational session by District
  - Contact: [sriseh@SD35.bc.ca](mailto:sriseh@SD35.bc.ca) OR [dsansome@sd35.bc.ca](mailto:dsansome@sd35.bc.ca)
- Education session held by Township of Langley –
  - Contact: [education@tol.ca](mailto:education@tol.ca)
- Make sure you keep your eye on the District Energy & Environment webpage for more opportunities.
  - Contact: [www.sd35.bc.ca/district/energy/default.aspx?ID=76](http://www.sd35.bc.ca/district/energy/default.aspx?ID=76)

## **Appendix C – Forms**

# SAMPLE MEETING AGENDA

School District #35 (Langley)

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(school / worksite name)

## **WORKSITE Environmental Conservation Team**

### **AGENDA**

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

- 1. Call to order**
  - i. Record time meeting called to order and name of co-chairperson presiding.
- 2. Attendance**
  - i. Record members present and absent and any guests.
- 3. Approval of Minutes and Agenda**
  - i. Review, amend (if required), and approve minutes from the previous meeting.
  - ii. Review and add any additional items to the agenda.
- 4. Old business arising from the minutes**
  - i. Review any unfinished items from the previous meeting.
- 5. Measurements**
  - i. Review previous measurements taken and confirm reports sent
- 6. Correspondence**
  - i. Review any correspondence that the Committee has received.
- 7. New Business**
  - i. New items for the committee to consider. Ensure that items requiring action are assigned to specific members of the committee.
- 8. Other Matters**
  - i. Any other matters pertinent to environmental or conservation matters not previously dealt with.
- 9. Next Meeting**
  - i. Confirm date and time of the next meeting.
- 10. Adjournment**
  - i. Motion to adjourn meeting, noting time.

## SAMPLE TERMS OF REFERENCE

### 1. NAME OF COMMITTEE

The name of the committee is School District #35 (Langley) {school/worksite name}  
**Green Team.**

### 2. CONSTITUENCY OF COMMITTEE

The Committee should consist of all Staff and student of (**School Name**) As the impact of this program extends to the Community, the involvement of PAC members and parents is encouraged.

### 3. PURPOSE OF COMMITTEE

In compliance with the Langley School District Environmental Plan the Committee is formulated to provide environmental sustainability through engagement of staff and students in conservation and recycling programs.

### 4. DUTIES AND FUNCTIONS OF THE COMMITTEE

The Committee is responsible to:

- a) Hold regular monthly meetings with all Committee members
- b) Take weekly measurements of waste levels and report to District
- c) Provide educational opportunities to all staff and students
- d) Encourage energy conservation through site based measures
- e) Complete and submit bi-monthly report template.

### 5. TEAM COMPOSITION

Although this is a community involved program, each site should have a team composed of at least:

- a) One Administrator
- b) One or more Teacher
- c) One Custodial staff member
- d) Multiple students
- e) PAC representative (if possible)

# Bi-Monthly Student Report Template

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Bi-Monthly reports will be used to evaluate your team’s performance at the end of the school year. The winning teams will be awarded a prize and recognition for their achievements. So try your best to complete all the parts correctly and submit your report on time. Please hand in this report to your administrator member to email to us.

**Good Luck!**

<b>School name:</b>	
<b>Date:</b>	
<b>Teacher Signature:</b>	

## Existing Members:

Please list all existing members of your team and what they do at the school. By this we mean are they a Teacher, Custodian, student or other such as PAC.

Green Team Members		As of date:
Name:		Relationship to School
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

## New Members

If new members joined your team in the last two months, make sure you add their names and they sign in as it helps us track your numbers. Record the number of existing members then record the new members to the team in the last two month and have them print their names and sign in and tell us is they are a student, PAC member, Teacher etc.

<b>Number of existing members:</b>		
<b>Number of new members:</b>		
<b>Total:</b>		
<b>Name of new members(Please Print)</b>	<b>Signature</b>	<b>Relationship to School</b>
1-		
2-		
3.		
4.		
5.		
6.		
7.		
8.		

## Initiation and programs

You have a couple of options to have an impact in your community. If your team has taken actions in one of the following categories in the last two months, please check off one or more below:

Awareness Campaign

Internal Educational Event

Competition

Other:

<b>Start Date</b>		<b>Expected End Date</b>	
<b>Target Group</b>		<b>Number of People in your Target Group</b>	

Please explain in a maximum of two paragraphs about your methods, plans, and expected results of this program:

**Note:** if you have mentioned this program in a previous report and it is still running, you should report it again in this section and explain the progress made in the current month.

## External Educational Program

There are some external opportunities that you can choose to take with the help of your teacher. If you are taking any, please let us know here.

<b>Name of the Program</b>	
<b>Organization</b>	
<b>Start Date</b>	
<b>Expected End Date</b>	
<b>Number of Participant</b>	

Please explain about the objective of this program in one paragraph:

Please explain about the progress and achievement in this program for the last two months in one paragraph:

## **Teacher Satisfaction Factor**

On a scale 1-10, with 10 being high, please indicate your overall evaluation of the Green Team for the last month:

Comments on their performance:

## **Research Reports**

Learning new things will help your team grow. If you have researched on a topic in the field of sustainability, please share it with us and get credit for it!

**Research Topic:**

**Prepared by:**

Please attach a brief report on the topic.

## **Comments and Suggestion**

We would like to know if you have any related concerns or suggestions that you would like to share with us.

# Custodial Weekly Waste Level Report

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Date:

School:

Name:

Signature:



Please indicate the level of each bin based on the scale in above picture:

Container Material	Level
Glass, Metal, Plastic and papers	
Organics	
Waste	

Please scan and email to [GreenTeam35@sd35.bc.ca](mailto:GreenTeam35@sd35.bc.ca) every week.