



HOW CAN OUR SCHOOL REDUCE WASTE?

School Services &
Green Resource Guide
2014-2019

CASTRO VALLEY SANITARY DISTRICT

21040 Marshall Street, Castro Valley, CA 94546-6020

510-537-0757 | www.cvsan.org

"Leading to preserve the environment and promote waste reduction."



TABLE OF CONTENTS

School Programs Overview	1
Green Ribbon Schools Program	2
Blue Cart or White Bin	3
Green Cart or Beige Bin	4
Brown Cart or Green Bin	5
Hazardous Waste	6
Containers & Signs	7
Additional Resources	8
Phone Numbers & Websites	10

FOR GENERAL INFORMATION CONTACT:

CASTRO VALLEY SANITARY DISTRICT

510-537-0757

www.cvsan.org

**FOR A FREE SITE ASSESSMENT OR
TO SIGN UP FOR SERVICE, CONTACT:**



510-613-8751

WHAT DOES CVSAN HAVE TO OFFER SCHOOLS?

MORE THAN YOU MIGHT THINK

Schools in Alameda County generate 4% of the waste deposited in landfills annually. That's 48,000 tons of waste a year generated by the more than 350 schools in the County.

If you are ready to reduce the amount of waste your school creates, we are ready to help you.



SERVICES AVAILABLE:

- **Green Ribbon Schools Program** – This program rewards schools for implementing sustainable waste reduction and recycling programs. Annual awards of up to \$2,675 per school are available.
- **Waste Audits** – The purpose of waste audits is to identify the amount and type of material being thrown away as garbage that could have been recycled or composted. Waste audits, with Castro Valley Sanitary District's (CVSan) assistance, are required for the Green Ribbon Schools Program.
- **Food Scrap Recycling** – Recycling food scraps at school can be challenging, but it is often the single most effective waste reduction action a school can take. Castro Valley schools that compost food scraps divert an average of 75% of their waste away from landfill! Visit <http://www.cvsan.org/SchoolFoodScrapRecycling> to learn more.
- **Free Recycling & Organics Services** – CVSan offers free recycling and organics collection services to schools through its contract with Waste Management.
- **Technical Assistance** – CVSan and Waste Management staff are available to perform a free site assessment at your school. A recycling coordinator will evaluate your school's potential to prevent waste, as well as recycle or compost materials that currently go in the garbage.
- **Donation Requests** – CVSan provides recycling containers, signs, bags, and recycled products to Castro Valley schools. In fact, more than \$5,000 worth of these supplies were donated to schools last school year.
- **4Rs Field Trip** – After more than a decade, CVSan proudly continues to offer its 4Rs Field Trip for 3rd graders. Speakers are also available to present to teachers and staff, students in after school programs, and other school groups.
- **Earth Day Clean-Up with Free Compost & Mulch** – Sign up to participate in CVSan's Earth Day event held in April to clean up and beautify your campus. Participating schools are eligible to receive free compost and mulch.

GREEN RIBBON SCHOOLS PROGRAM

Castro Valley Sanitary District (CVSan) has an ambitious plan to reduce the amount of solid waste sent to landfills by 75% and beyond. In 2007, CVSan developed the Green Ribbon Schools program to help schools reduce waste, and to reward them for their efforts. Since then, 15 out of 18 eligible schools have achieved Green Ribbon certification.

With CVSan's Green Ribbon Schools program, schools get the recognition they deserve for achieving a high standard of waste reduction and recycling. Certified Green Ribbon schools are rewarded with:

- A cash award of \$1,600 to \$2,675 for each year certification is achieved. Awards are based on a flat rate plus add-ons for school size and "extra credit" for schools that go above and beyond the minimum requirements.
- A reusable banner with certification year patch for display.
- Recognition at a CVSan Board of Directors meeting.
- Media promotion in CVSan publications and the Castro Valley Forum.

TO BECOME A GREEN RIBBON SCHOOL:

1. Obtain a Green Ribbon Schools program application at www.cvsan.org/GreenRibbon or by calling 510-537-0757.
2. Complete all program requirements.
3. Complete a pdf application at www.cvsan.org/GreenRibbon and email to contact@cvsan.org or by fax. CVSan must receive your emailed, faxed or mailed completed application by the March deadline. Late applications will not be accepted.
4. CVSan will conduct a site visit at your school. After a successful evaluation, your school will become a Certified Green Ribbon school!



**FOR MORE INFORMATION CONTACT CASTRO VALLEY
SANITARY DISTRICT AT 510-537-0757 or contact@cvsan.org**

WHAT GOES IN THE BLUE CART OR WHITE BIN?



CVSan
www.cvsan.org/schools

RECYCLABLE MATERIALS

(PAPER, CARDBOARD, PLASTIC, METAL & GLASS)



Clean paper & cardboard



All plastics #1-7
(except foam)



Bag-a-bag:
Bundled plastic bags/
wrap/plastic film



Metal containers and
aluminum foil products



Scrap metal
(up to 2 ft. & 40 lbs.)

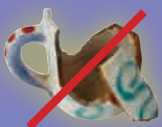


Glass containers

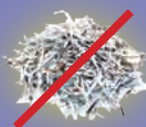
REMINDERS & TIPS:

- Place recyclables listed at right all in one cart/bin.
- Place household batteries in a sealed plastic bag on top of recycling cart. Service available for recycling carts only; do not place bagged batteries on top of bins (dumpsters).
- Place extra flattened cardboard (up to 4' x 4') beside cart. Service available for recycling carts only; not available for schools who only have bin service (dumpsters) for recycling.
- Label all indoor recycling containers. See page 8 for more information.

THESE ITEMS DO NOT BELONG IN THE RECYCLING CART OR BIN:



Glassware,
ceramics &
sheet glass



Shredded
paper



Foam
plastic



Juice boxes/
juice pouches

WHAT GOES IN THE GREEN CART OR BEIGE BIN?



REMINDERS & TIPS:

- Reduce the amount of solid waste your school sends to landfill by implementing a food scrap recycling program with CVSan's assistance. Visit www.cvsan.org for a complete step-by-step guide.
- Use paper bags to contain food scraps. Clear plastic bags and compostable bags may be used, but must be left untied. They will be removed and discarded before the organic materials are composted.
- Compostable plastic products, or "bioplastics", are not encouraged in Castro Valley's organics collection program. They take too long to biodegrade and must be disposed of in the garbage. Products made from sugar cane, known as "bagasse" products, make great compostable alternatives.
- Label all classroom and lunchtime containers. See page 8 for more information.



ORGANIC MATERIALS



Food scraps including fruit, vegetables, meat & bones



Food-soiled paper including pizza boxes, milk cartons, paper towels, napkins, plates & trays



Coffee filters & tea bags



Compostable cleaning wipes & facial tissue



Grass, leaves, flowers, weeds, plant clippings, branches & clean wood



Restroom paper towels

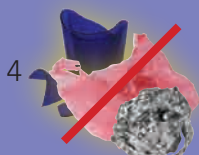


Pencil shavings



Shredded paper in paper bags

THESE ITEMS DO NOT BELONG IN THE ORGANICS CART OR BIN:



Plastic (bags, flowerpots), glass, metal, aluminum



Rocks, dirt, concrete



Treated or coated wood



Cactus or palm

Pet waste
Diapers
Ashes
Textiles
Sanitary Products

WHAT GOES IN THE BROWN CART OR BEIGE BIN?



REMINDERS & TIPS:

- Think twice before you toss. Items placed in the garbage are not sorted. Instead, they travel on a one-way trip to the landfill. A glass bottle takes approximately 1 million years to degrade in a landfill.
- CVSan offers technical and financial assistance to help you reduce the amount of garbage your school sends to landfill. Contact 510-537-0757 or contact@cvsan.org for assistance.
- It's illegal to dispose of universal waste (electronics, batteries, and all mercury-containing devices including fluorescent light bulbs). See right for more information.
- Alameda County law requires that all plant debris including leaves, grass, shrubbery, vines, tree branches, and trimmings (excluding palm trees and cactus) be composted. See page 4 for more information about how to compost in Castro Valley.



ALL GARBAGE



Chip/cookie bags & wrappers



Drink boxes & pouches



Straws/Forks/Spoons



Foam plastic including packaging peanuts & foam trays



Non-fluorescent light bulbs



Hoses & wire



Treated wood (painted & stained)



Glassware, ceramics & sheet glass



Diapers

WHAT SHOULD I DO WITH HAZARDOUS WASTE?

HAZARDOUS ITEMS contain harmful components and are not safe to place in a landfill. Words such as danger, warning, caution, poisonous, and flammable on labels can mean a product is toxic. Apply for Alameda County's small quantity generator program (see box below), or contract with a private Hazardous Waste hauler to keep toxics out of your collection carts and bins. This is especially important when cleaning out your school's science lab.



Motor oil & filters



Batteries, fluorescent bulbs, mercury thermometers & thermostats
(all mercury containing devices)



Oil-based paints



Cleaners, pesticides, herbicides and other chemicals

The **ALAMEDA COUNTY HOUSEHOLD HAZARDOUS WASTE PROGRAM** has convenient and cost-effective programs for businesses (schools included) that generate small quantities of Hazardous and/or Universal Waste. An account must be set up before waste can be accepted. But it's easy to apply. Contact:

CONDITIONALLY EXEMPT SMALL QUANTITY GENERATOR PROGRAM
1-800-606-6606

www.household-hazwaste.org
(Click on "Small Business Disposal Services")



Electronics & cell phones



Sharps

CALL CASTRO VALLEY SANITARY DISTRICT AT 510-537-0757 FOR LOCAL DISPOSAL OPTIONS FOR ELECTRONICS & SHARPS

HOW CAN WE ENSURE A HIGH-PERFORMANCE PROGRAM?

MAXIMIZE SUCCESS WITH:

CONTAINERS & SIGNS FOR RECYCLING & ORGANICS

Well-labeled recycling containers are key to a successful program at your school. Castro Valley Sanitary District offers a wide variety of recycling and organics containers and signs to meet the needs of your school. Complete a Donation & Supply Request Form, available at www.cvsan.org/drform, to request any of the following containers or signs. Please remember that Principals must sign all Donation & Supply Request Forms. Call 510-537-0757 for assistance.



23-gallon Slim Jim® or square recycling container



7-gallon or 11-gallon desk recycling container



Clearstream® portable recycling container



6-gallon organics container with handle or 7-gallon desk organics container



23-gallon organics Slim Jim® with lids (1-hole or 2-hole)



Clearstream® portable organics container



Garbage, Recycling & Organics signs and decals for containers



Item-Specific Signs and educational flyers



32-gallon blue recycling and green organics Brute®

Please note, this is not a comprehensive list of items available for donation. CVSan welcomes donation requests for items that reinforce its Mission Statement. Visit www.cvsan.org/drform for more information.

ARE THERE MORE RESOURCES AVAILABLE?

YES. READ ON FOR MORE.

Going green in schools means more than just recycling. It means preventing waste before it happens and teaching students resource conservation, waste reduction, recycling, and composting through lessons, classroom activities, and school practices. Today, there are many resources available to schools who want to take environmental education and greening their school to the next level.



CVSan offers the Environmental Leader in Waste Reduction Scholarship to high school seniors. Visit www.cvsan.org/studentscholarship for more information.

On the following pages you'll find an overview of practices to turn your school into a high-performance green school, along with resources to learn more.

ENVIRONMENTAL EDUCATION

Many organizations, including Castro Valley Sanitary District and StopWaste.Org, offer free environmental education programs to Castro Valley Schools.

- **CVSan's 3rd Grade 4Rs Field Trip.** Students arrive at the Castro Valley Sanitary District offices where they learn the 4Rs (Reduce, Reuse, Recycle, Rot), how to properly sort trash, as well as make their own recycled paper! This fun-filled 2 hour field trip is offered free to Castro Valley schools. Free bus transportation is also provided to CVUSD schools. Visit www.cvsan.org/4RsFieldTrip to register.
- **Community Group Outreach.** CVSan offers speakers to give presentations to teachers and staff, students in after school programs, and other groups at your school. Topics and activities may be customized to your school's needs and include the 4Rs, a Recycling Relay Race, and/or the Green Ribbon Schools program. Complete the online "Community Group Outreach" request form at www.cvsan.org/cgo to request a speaker.
- **StopWaste.** StopWaste offers several school programs to public schools in Alameda County including the "Doing the 4Rs Workshop" for educators, a 4th Grade field trip to the irecycle@school Education Center at Davis Street Transfer Station, and a 5th Grade Student Action Project. Visit www.StopWaste.Org for a complete listing of school programs.
- **Online Resource Directories.** Log onto www.CalRecycle.ca.gov/Education/Curriculum or www.creec.org to find more waste reduction lessons, activities, field trips, and DVDs.



CVSan's 3rd Grade
4Rs Field Trip



CA Regional Environmental
Education Community
www.creec.org



irecycle@school programs
www.StopWaste.Org

REDUCE: TO CONSUME LESS AND MAKE LESS WASTE

Often small changes can help stop waste before it happens.

- **Replace disposable items with reusable alternatives.** Invest in durable mugs and glasses for the break room instead of single-use cups. Or take it a notch higher and convert from single-use trays to reusable plastic trays during lunch.
- **Stop junk mail.** It's good to recycle your junk mail. It's even better to stop getting it. For simple instructions to cut back on junk mail, visit www.stopjunkmail.org.
- **Purchase environmentally preferable products.** Environmentally Preferable Purchasing (EPP) means buying goods that have a reduced impact on human health and the environment compared to other products that serve the same purpose. Select products that are non-toxic, reusable, refillable, and more durable or repairable.
- **Purchase items that can be reused, recycled, or composted.** Avoid products that are bound to end up in the landfill.



www.greenseal.org
(approved cleaning products and more)



www.StopWaste.Org/EPP
(fact sheets and links)



www.calrecycle.ca.gov/CalMAX/

REUSE: GIVE ITEMS A SECOND LIFE

"One person's trash is another person's treasure" — this adage applies to schools too! You'd be surprised how often a school's "discards" are valued by another organization, business, school, or individual. Typical examples include empty containers, unwanted furniture, and surplus office supplies.

- Visit the **California Materials Exchange** (CalMAX) at www.calrecycle.ca.gov/calMAX to post and search ads by material category and location.
- Offer your items locally on www.craigslist.org or join the Castro Valley **Freecycle** group at www.freecycle.org.
- Use the **"Recycling Wizard"** at www.StopWaste.Org to find reuse outlets in Alameda County. Choose "Materials To Be Reused" under the "Where Can I Recycle?" tab.



www.calrecycle.ca.gov/calMAX



freecycle.org



www.StopWaste.Org/recycle



CASTRO VALLEY SANITARY DISTRICT

21040 Marshall Street
Castro Valley, CA 94546-6020
510-537-0757
www.cvsan.org

OTHER HELPFUL RESOURCES:

ALAMEDA COUNTY GREEN BUSINESS PROGRAM

510-567-6770 /
www.greenbiz.ca.gov/AboutUsAC.html

BAY-FRIENDLY LANDSCAPING PROGRAM

510-444-SOIL / www.BayFriendly.org

BOTTLE & CAN RECYCLING

800-recycle / www.bottlesandcans.com

CALMAX MATERIALS EXCHANGE

877-520-9703 /
www.calrecycle.ca.gov/CalMAX

CRAIGSLIST

www.craigslist.org

EAST BAY DEPOT FOR CREATIVE REUSE

510-547-6470 / www.east-bay-depot.org

ENVIRONMENTALLY PREFERABLE PURCHASING BEST PRACTICES

www.green.ca.gov/EPP
www.StopWaste.Org/EPP

Like Castro Valley

Sanitary District on: 

Follow @CVSan on: 

FOR GENERAL CUSTOMER SERVICE:



**WASTE MANAGEMENT OF
ALAMEDA COUNTY**

510-613-8700

FOR A FREE SITE ASSESSMENT OR TO SIGN UP FOR SERVICE:



**WASTE MANAGEMENT OF
ALAMEDA COUNTY**

510-613-8751

VISIT WWW.WM.COM

FREecycle

www.freecycle.org

GREEN SEAL

202-872-6400 / www.greenseal.org

HAZARDOUS WASTE

800-606-6606 /
www.household-hazwaste.org

RECYCLED PRODUCT LISTINGS

www.calrecycle.ca.gov/RCP
www.epa.gov/cpg

RECYCLESTORE

www.recyclestore.org

RESOURCE AREA FOR TEACHING (RAFT)

408-451-1420 / www.raft.net

STOP JUNK MAIL

www.stopjunkmail.org

STOPWASTE

877-STOPWASTE / www.StopWaste.Org