

Sustainability Memo, September 2016

To: Teachers, Staff & Students, Cambridge Public Schools
From: Kristen Middleton, CPS District Sustainability Manager & Meryl Brott, DPW Recycling Program Manager
CC: CPS Superintendent, CPS Director of Facilities, CPS Principals, DPW Commissioner
Re: Sustainability Information & Resources, SY2016-17



Dear Teachers, Staff and Students:

The Cambridge Public School District continues to be committed to environmental sustainability, and YOU are an important part of our success. We appreciate all your ongoing dedication and efforts to make our schools more sustainable. Thank you in advance for being "green" this school year. Please see the reverse and attached for resources to help you. Your efforts truly benefit the environment, and make a difference in our community. Here's just some of our impact last year:

Composting is Cool! Last school year CPS kids kept more than 167,000 pounds of food scraps out of the landfill/incinerator! These composting efforts prevented the creation of greenhouse gases and 22 truckloads of trash. The food scraps were turned into awesome soil to grow food and flowers!



Recycling Rocks! Last school year CPS students, staff and teachers recycled 347 tons of empty containers, paper and cardboard! These CPS recycling efforts saved:



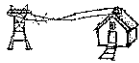
5,312 Trees



694 Barrels of Oil



2.4 Million Gallons of Water



243 Households' Worth of Electricity Use



46 Truckloads of Trash

These efforts also prevented 520 tons of carbon dioxide from being released, and prevented the creation of methane in the landfill. **Let's recycle even more this year!**

Please keep in mind these important things:

- Sustainability at CPS is online: www.cpsd.us/departments/facilities/office_for_sustainability.
- Cambridge has "Single Stream" recycling – so you can place clean bottles, cans, paper and cardboard together in one recycling bin. See CambridgeMA.Gov/Recycle.
- Some materials need special handling and get recycled separately from the recycling bins. If you have a question, ask your senior custodian.
- Reducing, reusing, recycling, composting, saving energy and saving water not only help protect nature and animals but save the district money as well.
- Cambridge is competing for the Georgetown University Energy Prize. Reducing your energy use and encouraging others to take action will help Cambridge win \$5 million and the honor of this prize.

If you have any questions, please don't hesitate to contact us. Thank you again!

Most sincerely,

A handwritten signature in black ink, appearing to read 'Kristen Middleton'.

Kristen Middleton

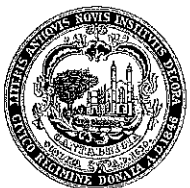
Sustainability Manager, Cambridge Public Schools
617-349-6856, kmiddleton@cpsd.us

A handwritten signature in black ink, appearing to read 'Meryl Brott'.

Meryl Brott

Recycling Program Manager, Dept. of Public Works
617-349-4836, mbrott@cambridgema.gov

THE CAMBRIDGE DEPARTMENT OF PUBLIC WORKS



Let's Be Green!

Hang me up!



Thanks for helping the environment. You're making a difference for kids today and future generations.

REDUCE

Minimize margins and font sizes.	Print double-sided whenever possible.	Have paper-free days.
Use tap water instead of bottled water.	Print documents on "Good on One Side" paper.	Plan zero waste events and reduce food waste.

REUSE

Use a reusable mug and water bottle.	Donate unwanted reusable items in good condition.	Collect and use scrap paper.
Use reusable bags for your lunch and shopping.	Repair broken things.	Get used binders from Cambridge Recycling. (recycle@cambridgema.gov)

RECYCLE

Place all empty containers, papers and cardboard in recycling bins.	Have a recycling bin next to each trash can in your classroom/office.	Post a "What to Recycle" sign on and/or above the recycling bins.
Watch the Casella "zero-sort" recycling facility tour video (on YouTube, 03:39).	Need blue bins, desk-side bins, labels or posters? Ask us or your senior custodian.	Sign your class up for The Green Team. (www.thegreenteam.org)

COMPOST

Collect food scraps and paper towels and place in the lunchroom compost bin.	Spread the word about the benefits of composting. (Visit CambridgeMA.Gov/Compost)	Have a worm bin in your classroom.
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PRODUCTS

Choose non-toxic cleaning and classroom products.	Order recycled paper with 30-100% post-consumer content.	Choose products that are reusable, refillable, durable and recyclable.
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ENERGY

Use natural light from windows. Turn off lights when leaving the room.	Turn off printers, computers etc. at the end of the day. Use a smart strip to make it easier.	Use a CFL or LED bulb in your desk lamp.
Help Cambridge win the Georgetown University Energy Prize and \$5 million dollars. Reduce your energy use and encourage others to take action too!		

GREENSPACE

Turn off the tap and report leaky faucets to your senior custodian or Kristen.	Promote Walk/Ride Days and travel sustainably to work whenever possible.	Go outside for lessons, plan trips in nature, and have a plant in your room.
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LEARN MORE

Invite Meryl or Kristen to present to your class or give a workshop.	Organize a student tour to the City's Recycling Center.	Organize an environmental assembly with a special presenter, such as EarthTunes.
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SPECIAL RECYCLING

Printer/Toner Cartridges Return to manufacturer, give to IT technician, or contact us.	Fluorescent Bulbs Give to senior custodian for DPW pickup.	Metal Items Give to senior custodian for DPW pickup.
Electronics Coordinate with your IT technician. ICTS will work with DPW for pickup.	Thermometers/Thermostats Give to senior custodian to give to DPW.	Non-alkaline Batteries (Rechargeable, Button, etc.) Give to senior custodian for DPW pickup. Alkaline go in the trash.

For additional resources visit the "Sustainability Department" on the CPS website (cpsd.us) and the "Schools" section of the DPW website (CambridgeMA.Gov/Recycle).

Questions?

Kristen Middleton, Sustainability Manager, CPS, 617-349-6856, kmiddleton@cpsd.us.
Meryl Brott, Recycling Program Manager, DPW, 617-349-4836, mbrott@cambridgema.gov.