



Recycling Guidelines

Why Do We Recycle?

- Protects and conserves limited natural resources
- Reduces air and water pollution associated with creating new materials
- Reduces demand for energy and need for raw materials
- Teaches Carson City students the importance of caring for our natural environment
- Supports green jobs and strengthens the local economy
- Extends the life of our landfills
- SAVES Money by waste diversion

The CCSD Recycling Program will be implemented in all buildings throughout the district and some containers for collection of materials have been sent to school, primarily Elementary schools. The program is coordinated by the Operations/Sustainability Department, which encourages green efforts and sustainability practices in our schools, as per the Districts Strategic plan. Carson City and Waste management has negotiated a single stream system, meaning that various items can be collected in one container.

The single stream categories are:

Mixed Office Paper and junk mail, Newspaper & Magazines, Cardboard and paperboard, Aluminum, steel, and tin Cans, Rigid plastic bottles and containers & glass bottles and jars.

Recycling at Your School

Although the District supports the program and pays the haul away fees across the district, it is up to the Site Administrator or their delegate to determine what the best set up is for the collection, and who will ultimately be responsible for that collection. Custodians are responsible for general waste management procedures and will take the material to the recycling dumpster from central collection points. However, the recycling program provides an excellent opportunity to engage students in many recycling

responsibilities. Generally, students can assist with the collection of the recyclables from each classroom into a centralized container but some schools may choose to have students assist with other materials or responsibilities such as container labeling, trash audit, posters, contests, training, etc. This is dependent on the level of responsibility that staff wants to give the students.

Examples of student/staff groups that may help with recycling:

- ❖ Designate a classroom recycling manager, this person could empty recycling containers into centralized locations
- ❖ Leadership class, the Student Council or a committee from the Student Council
- ❖ Staff or student Green Team, PowerED Patrol, or Environmental Club
- ❖ Senior Project or Community Service Learning project
- ❖ Choose a grade level for this responsibility (2nd graders have garbology unit)
- ❖ A special education class can use this task as a skills development opportunity\

- ✓ Garbology by Edward Hume is an excellent secondary resource and Garbology for Kids for Elementary school.

It is important for the administrator or program leader at each building to maintain communication with custodial staff and any student groups that are involved with the collection of recyclables in order to maintain a successful program.

Small green containers are provided in every classroom and office, in Elementary schools, for collecting single stream materials. A student leader from each classroom could be selected to empty the small bin into a centralized container, or perhaps a special education class will have a day each week that they have a collection route.

Generally, there could be 32 gallon barrels placed throughout the hallways and commons areas for collection. The containers should be labeled for what is accepted. The challenge for bottles and cans is that they should be emptied and rinsed clean when necessary. These containers should also be emptied frequently to avoid attracting pests.

Cardboard is typically handled by the custodians and the kitchen staff at each building, as they are the primary recipients of shipments in card-board boxes. However, cardboard can also be collected from classrooms, and teachers are usually instructed to flatten their cardboard and leave it outside the classroom to be picked up by custodial staff. Of course other set ups may be coordinated with custodians and staff.

An often confusing question for cardboard is what to do with pizza boxes. Clean cardboard is accepted, but any soiled pieces that have grease are not acceptable for recycling. Please flatten all cardboard boxes.

Tin and steel cans are recycled from school kitchens, and this is handled by the kitchen staff at each school. Cans must be emptied and rinsed clean. They can also be crushed or flatted to save space in the recycling

OTHER IDEAS:

- Other items to recycle
 - Empty Crayola markers
 - Batteries
 - Cell phones
 - Straws and juice bags
 - CFL little bulbs
- Form your own site Green Team (?)
- Come to the District's Sustainability Action Team (SAT meeting for support and share ideas)
- Community partnerships encouraged
- Involve parents, PTA, Trustees, etc.

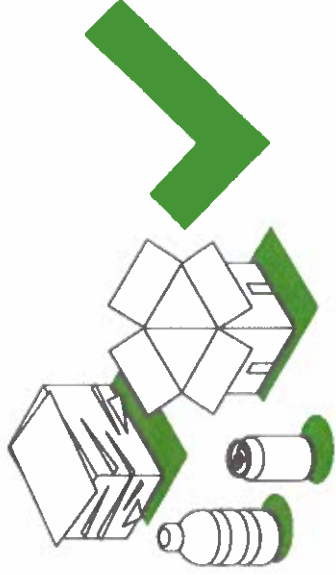
Although this is a school district and Strategic Plan encouraged program and some standardization is required on the Waste Management side, Diversity is not **discouraged**. Requirements are published here for clean recycling, which is very important, otherwise it is all TRASH. Every school operates a little different. This will be a slow, thoughtful process, supported by the District and Operations and we will learn together.

Copier ink cartridge recycle boxes are available from Material Services at the Operation Service Center. E-Waste program is available through the monthly Surplus pickup. Please call Material Services to be placed on the pickup list

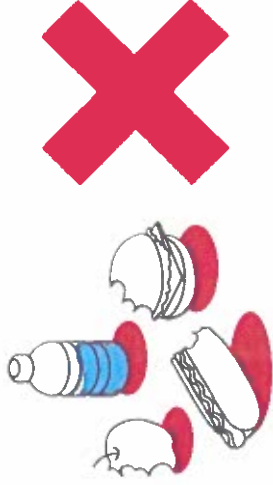
For other recycling or sustainable practices information, come to a SAT Meeting or contact Mark Korinek in Operations at 775-283-2181 or mkorinek@carson.k12.nv.us.

LET'S GET BACK TO THE BASICS OF RECYCLING.

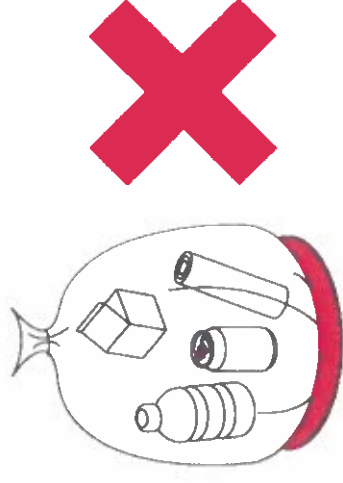
Remember these three simple rules each time you recycle:



Recycle clean bottles, cans, paper, and cardboard.



Keep food and liquid out of your recycling.



No loose plastic bags and no bagged recyclables.

To learn more, visit wm.com/recycleright

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WM
WASTE MANAGEMENT



**RECYCLE OFTEN.
RECYCLE RIGHT.™**

COMMERCIAL RECYCLING GUIDE

THESE ITEMS GO IN THE RECYCLE CART:



Rigid Plastic Bottles & Containers



Empty Aluminum, Tin & Steel Cans



Glass Bottles and Jars



Paperboard & Cardboard



Paper & Junk Mail



Newspapers & Magazines

DO NOT INCLUDE:



Food Waste



Paper Plates & Cups



**Foam Packaging,
Cups & Containers**



**Plastic Bags, Film,
& Stretch Wrap**



Food-soiled Paper



Plastic Utensils



Diapers & Pet Waste



Electronics & Chemicals



Waxed Cardboard



Scrap Metal



Cords, Wires, Rope



Pallets & Wood



Customer Service
(775) 343-7596
5560 Sheep Drive, Carson City
CarsonCity@wm.com

THINK GREEN!

Recycle

Close the loop
and remake.

Refuse

Don't consume
what you don't
need to.

Recover

Energy and materials
recovery.
And upcycle!

Rethink

Be mindful of your
consumption, your
relationship with 'things'
and your relationship
with the Earth.

Reduce

Reduce consumption
of energy and
materials.

Re-gift

Share, and be a
part of the gift
economy.

Repair

Fix or upgrade
your objects rather
than throwing
them away.

Re-use

Share with others.
Find new uses for
old objects.

17 Ways to Make a Difference this America Recycles Day

This America Recycles Day[®], a Keep America Beautiful[®] national program held on and around Nov. 15, you can make a meaningful difference by taking these small steps in your everyday life to reduce waste and increase your impact. Share these tips from Keep America Beautiful with your friends and followers and encourage everyone to celebrate recycling!

5 Ways to #BeRecycled

1. **Take the #BeRecycled Pledge.** Commit to reducing, reusing, and recycling on Nov. 15, and throughout the year.
2. **Follow the three R's of recycling:** reduce, reuse, and recycle. Reduce your waste, reuse materials and items before buying something new, and recycle properly.
3. **Buy products made with recycled content** to help "close the loop" and support the recycling industry.
4. **Know your waste stream.** Check your local recycling program to see what you can and can't recycle. This helps reduce contamination, which happens when certain materials are put in the recycling bin (like plastic bags and film, which need to be brought to a collection bin at a grocery or retail outlet for recycling), or when materials are not properly cleaned, such as when food residue remains on recyclable packaging.
5. **Recycle wherever you are - at home, on the go, and at work.** One tip to ensure easy proper recycling at work is to keep a recycling bin in any location where there is a trash can.

Top 5 Impacts of Recycling

1. **Saves resources.** Recycling promotes resource conservation, reducing reliance on nonrenewable mineral and petroleum resources.
2. **Reduces GHG emissions.** Using recycled materials to manufacture new products takes less energy resulting in lower carbon emissions.
3. **Saves energy.** Extracting and processing raw materials is energy intensive. Mining raw materials for aluminum production uses 20 times more energy than recycling aluminum.
4. **Supports a circular economy.** When you recycle, you provide raw materials to create something new.
5. **Creates jobs.** Over 530,000 jobs are created by recycling in the United States. Landfilling 1,000 tons of waste creates 1 job, while recycling 1,000 tons of materials creates 9 jobs.

17 Ways to Make a Difference this America Recycles Day

7 Recycling Tips

1. **Recycle cartons.** Recycling food and beverage cardboard cartons keeps them out of landfills and gives them new life as they can become products like napkins, tissue paper, paper towels, and environmentally friendly building and construction materials. No need to flatten and you can leave the caps on.
2. **All bottled water containers are 100% recyclable** - even the caps. The recycling process for PET plastic bottles is easy, simple, and efficient. In fact, making new bottles from recycled bottles uses 88 percent less energy than when using virgin materials. Recycled PET can be used to make new bottles, along with a range of other consumer products such as food containers, clothing, and carpet.
3. **Electronics are recyclable.** Electronics, including computers, tablets, and cell phones, contain valuable precious metals such as gold, silver, platinum, palladium, copper, tin, and zinc that can be recovered and used to make jewelry, plating, new electronics, or automotive parts. Check your local recycling program for specific instructions.
4. **Plastic bags and film** are recyclable and — like other plastics — can be used to make many other products. Return plastic bags and films to labeled receptacles, widely available at grocery and retail outlets.
5. **Aluminum is infinitely recyclable.** Recycling a can takes just 5% of the energy and emits a mere 5% of the greenhouse gases that making one from scratch does. Look for curbside, school, workplace, or public space recycling bins, or bring aluminum to local recycling drop-off or buy-back centers.
6. **Glass** can be recycled over and over without any loss in purity or quality. Look for curbside, school, or work recycling bins or find a local recycling drop-off center — and be sure to check your local recycling program.
7. **Recycling steel** saves nearly 74% of the energy used to produce it from raw materials — that's enough energy to power about 18 million homes for a full year. Check your local recycling program for more information.



AMERICA RECYCLES DAY[®]

A KEEP AMERICA BEAUTIFUL PROGRAM

NOVEMBER 15