

PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: March 8, 2013

REVISED:

703-AR-3. RESOURCE CONSERVATION/WASTE MANAGEMENT/RECYCLING

When implementing the district's resource conservation/waste management/recycling program, the designated administrator will analyze and review: the lighting; heating, ventilation and air conditioning systems; water heaters; electrical equipment and appliances; water use and irrigation; and solid waste and recycling systems.

The following district operations will be incorporated into the district's resource management program:

1. Educational programs.
2. Classroom and building management and maintenance.
3. Food services and equipment maintenance.
4. Landscaping.
5. Transportation services and maintenance.
6. Administrative operations.
7. Use of facilities by outside groups.
8. New construction.

The Superintendent or designee may solicit input from staff, students and parents/guardians about the district's resource management program.

The district will provide to staff appropriate training and guidance on best practices to achieve the district's goals, such as a program that recognizes beneficial suggestions, best practices or outstanding accomplishments.

Recycling

The designated administrator will implement comprehensive and sustainable practices that will include:

1. Promotion of the use of source reduction and recycled products whenever possible.

2. Purchase of products made from recycled materials, when possible.
3. Recycling of cardboard, mixed paper, bottles, cans and landscape trimmings.
4. Recycling in every classroom, faculty room and administrative area of paper, bottles and cans, as feasible.
5. Recycling of paper, bottles and cans in common areas, such as cafeterias, lobbies, etc., as feasible.
6. Reuse or recycling of all construction and demolition materials in the appropriate manner to the greatest extent possible.
7. Source reduction, to include making double-sided copies, increased use of electronic mail instead of memos, reuse and resale of surplus furniture, etc.