

Monday, 6.20.11

Dear Principals, Custodians, Teachers, Staff, Students, and Administration--

Hello, I hope this e-mail finds you well and enjoying the last week of school. Below, please find our green **Tip of the Week, Green Team Info, a 50% Recycling Pledge, an Energy Update,** and an **end-of-year Waste Reduction / Recycling Update.** Thanks for taking the time to read.

Please remember to recycle and donate as you clean out your classrooms. As a district, our actions to recycle at the end of the year will divert waste from the landfill and incinerator, reducing emissions and chemical waste. See below "End-of-Year Waste / Recycling Update" for a detailed list of items you may be wondering about.

- Tip of the Week: Donate old classroom items to a local charity. **Why?** *Because your donation will be re-used instead of thrown away.*
- Green Team: The Green Team is an environmental club for Massachusetts schools and is free to join. Free resources such as educational posters, lesson plans, and other helpful materials are provided to help your school learn how to reduce waste and reward classes. Teachers can sign up online. Learn more at: www.thegreenteam.org.

Did you know that this past year two classrooms, one at Peabody and one at Baldwin, joined this club?

- 50% Recycling Pledge: Recycle More. Trash Less. Take the 50% Recycling Pledge Today. Visit <http://www.cambridgema.gov/recycle> to take the pledge and get a free "Recycle More Trash Less" sticker.
- Energy Update: With summer fast approaching, there are several steps you can take to reduce energy use inside.
 - Turn off all non-essential lights
 - Close the window shades/blinds
 - Use stairs instead of elevators
 - Turn off lab equipment or smartboards when not in use
 - Unplug appliances when not in use
- End-of-Year Waste / Recycling Update:

End-of-Year Waste--Wondering What and Where to Recycle Various Items??---

I. PLACE THE FOLLOWING ITEMS IN RECYCLING BLUE BINS / TOTERS (*all blue toters are SingleStream Recycling, which means you can put everything in there*) :

-PAPER & CARDBOARD, including NOTEBOOKS & UN-USABLE BOOKS:

Please make every effort to recycle all that PAPER!! Notebooks, file folders, construction paper, magazines, workbooks, white and colored paper, index cards, paper posters, and pocket folders can all be recycled. Even soft and hardcover books that aren't good for reuse can be recycled. No need to remove paper clips, staples, or spiral binding. Paper items that can be REUSED should go to a reuse closet / collection area.

-CONTAINERS:

Place rinsed bottles and cans in the blue bins & totes.

-RIGID PLASTICS:

Large rigid plastics, like buckets, toys and baskets can go in your recycling totes

II. ELECTRONICS - COMPUTER EQUIPMENT:

Give extra computer equipment and related items to your school's tech liaison. Examples include: scanners, power adapters, speakers, keyboards, mice, cords, etc.

III. APPLIANCES & OTHER ELECTRONICS:

Give anything with a plug that's not MIS-distributed to your school's senior custodian. Examples include: microwave, toaster oven, CD player, etc.

IV. FLUORESCENT LIGHT BULBS, NON-ALKALINE BATTERIES & PRINTER CARTRIDGES:

Give to your school's senior custodian. Some ink jet and laser printer cartridges can be returned to the manufacturer, or you may have a fundraising collection in place. (To find out more family liaisons can contact: jimcusack2003@gmail.com.)

V. COMPUTER FLOPPY DISKS, ETC.:

Sorry, old computer disks go in the trash.

VI. CLOTHING & REUSABLE SCHOOL SUPPLIES:

Items that can be REUSED, including binders, pens, pencils, art supplies, clothes, books, CDs, DVDs, audio books, and records should be collected separately to be kept out of the trash and given a new life. Place collection boxes around your school and have items donated (some orgs will pick-up donations). Be sure to work with the senior custodian on this. You may already have a collection area in your school for reusable items.

Big Brother Big Sister Foundation - will pickup donations: www.bbsfoundation.org<<http://www.bbsfoundation.org>>
- Accept: appliances (small), bedding, draperies, books, toys, clothing, electronics, household goods and more.

Goodwill - 520 Mass. Ave., Central Square / 230 Elm St., Davis Square - Accept: antiques, small appliances, artwork, bedding, curtains, books, decorative pillows, bicycles, music, DVDs, jewelry, clothing, clean rags, accessories, kitchenware, household goods, sporting goods.

More donation locations can be found here:

<http://www.cambridgema.gov/theworks/ourservices/recyclingandtrash/curbsidecollections/getridofitright/furnitureandhouseholdgoods.aspx>

VII. SCRAP METAL:

Custodians collect large metal items such as tables, chairs, desks and cabinets for recycling. Pickup is scheduled with DPW.
DONATION DROP-OFF SPOTS: There are many donation places in the area, including:

(Questions? Feel free to reply to this e-mail, or e-mail Meryl Brott, Recycling Manager, mbrott@cambridgema.gov)

Thanks. Have a great week.

-Kristen