



## School District No. 36 (Surrey) - 2009 Carbon Neutral Action Report

### Executive Summary

School District No. 36 Surrey (SD36) is committed to building a culture of sustainability and environmental stewardship through education, equipment upgrades, facility upgrades and behavioural change. SD36 is a BC Hydro Power Smart partner, and in 2009/10 developed an Energy Management Action Plan, including a commitment to hire a BC Hydro sponsored Energy Manager.

Despite funding challenges faced in 2009/10, the District continues to build on past successes including:

- Ongoing “green” education and participation in “BC Green Games”;
- Development of green curriculum through “Woodward Hill Curriculum Project”;
- Various school-based programs in partnership with Green-Learning and the Pembina Institute;
- Focus on energy–efficiency when replacing vehicles and equipment;
- Ongoing staff training; and
- Commitment to LEED Gold standards for all new construction.



Due to the lack of AFG funding, facility upgrades planned for 2009 were essentially put on “hold”. Only minor upgrading was undertaken at a small number of schools, primarily where seismic upgrading was underway. Limited AFG funding for 2010/11 will result in SD36 making very little headway toward meeting Carbon Neutral goals as significant AFG funding is required to undertake energy management retrofits needed to achieve carbon neutral targets.

The Province’s initiative to provide full implementation of full-day-k by 2011 will also have a negative impact on the District’s Carbon Footprint. Exacerbated by lack of Capital Project approvals (since 2005/06), the District will need to purchase between 20-40 new portables for growth by 2012, and 43 new modular classrooms to accommodate full-day-K by 2011. This additional “free-standing” space will cost the District significantly more for operation and maintenance than comparable space in a new school or addition, and will also result in significant increase in the District’s Carbon Footprint.

## Overviews

### Actions Taken to Reduce Greenhouse Gas Emissions in 2009

Actions taken by School District No. 36 for 2009 focused primarily on moving toward achieving goals set in 2008 and earlier, toward Carbon Neutrality by 2010.

- Ongoing replacement of vehicles, equipment and appliances to meet energy reduction targets
- Ongoing work to achieve LEED Gold standards in new school construction.
- Further development and expansion of sustainability or “green” education programs
- Development of a new District Education and Conference Centre (“DECC”) that will provide new facilities for use by many students and parents, as well as consolidate up to seven administrative offices into a single building; saving the district approximately \$1.25 million dollars a year.

In 2008, the Board approved design and construction of a new 11,650-square-metre District Education and Conference Centre with four levels for district education programs and services, administrative offices, workstations, meeting spaces and related facilities to accommodate about 475 administrative staff, teachers, and students.

In addition to the significant annual operating costs savings (office leases, multiple-site inefficiencies, energy costs, etc.), the building will also save the district considerable ongoing expenses required to maintain and upgrade aging facilities.

Additionally, the DECC will substantially reduce the district’s impact on the environment. The facility is being built to LEED Gold standards required for new B.C. public buildings. The mechanical consultant for the DECC project calculated the district’s carbon reduction at 62.5 per cent, along with a reduction in gas and electricity costs of 54.7 per cent.

The new building will go a long way to enable the district to reduce its “carbon footprint” and move toward achieving the provincial government’s carbon neutral requirements.

### Operational Changes in 2009

Operational funding reductions and lack of AFG in 2009 challenged SD36 to focus on programs and initiatives that achieved the best value. Construction of the new DECC building is a giant step in the right direction toward reducing the district’s carbon footprint and many initiatives are triggered by this initiative. Hazelgrove Elementary, a 2K+400 capacity elementary school also opened in September of 2009.

### Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

Subject to available funding, SD36 plans to continue with various educational programs and sustainability initiatives described in the attached plan. The reduction in AFG funding (compared to 2008/09 values) will again challenge the district to do more with less. Completion of the new DECC building will have enormous effect on reducing the district’s carbon footprint, once it is fully occupied by Fall 2011.

With 20-40 more portables required by 2012 to address growth, and the addition of 43 “modular buildings” to address full-day-K, SD36 will be further challenged by the negative effect these portables and modular buildings will have on the district’s carbon footprint.

Faced with reduced funding and greater enrolment pressures, SD36 is focused on providing quality education within healthy working and learning environments, despite these challenges. That’s just the Surrey way.

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## Actions Towards Carbon Neutrality

The actions listed below contribute to a reduction in greenhouse gas emissions from sources for which public sector organizations are responsible under the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*.

Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
<b>Mobile Fuel Combustion (Fleet and other mobile equipment)</b>							
<b>Vehicle fuel efficiency</b>							
Replace vehicles with more fuel-efficient models	In Development			Analysis of Hybrid vehicles show they are 3x the cost of current. Additional costs for re-training.	Replace vehicles according to vehicle replacement plan (focus on better fuel-efficiency rather than hybrid or alternate fuels).	2009	No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	Ongoing Annual Fleet Maintenance	Ongoing Annual Fleet Maintenance	2005	No End Date (Continuous)
<b>Behaviour change program</b>							
Encourage carpooling in fleet vehicles	Ongoing/In Progress			Car-Pooling for out of district travel	Ongoing Car-Pooling for out of district travel	2005	No End Date (Continuous)
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Car-Pooling for out-of- district travel	Ongoing Car-Pooling for out-of- district travel	2005	No End Date (Continuous)
<b>Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)</b>							
<b>Planning/management</b>							
Enrol in a building energy benchmarking program (e.g., GREEN UP)	In Development			SD36 in the process of hiring BCHydro Sponsored Energy Manager	SD36 in the process of hiring BCHydro Sponsored Energy Manager	2010	2011
Reduce office space (square meters) per employee	In Development			Planning consolidation of 7 admin offices into new DECC (District Education and Conference Centre) due to open January 2011	Consolidation of 7 offices into new DECC (District Education and Conference Centre) due to open January 2011	2011	2012
Install a real time metering system (e.g. Pulse, Reliable Controls, Houle Controls)	In Development			For the past five years we have been installing high quality, electrical power meters (the ION meters) whenever the opportunity presents itself (AFG, mech/elec upgrades, new construction, etc.). These meters feed back to a central monitoring package that archives historical data. Although the components are in place, a fair amount of work is required for set-up	Subject to available resources (staff time, AFG funding), set-up and configuration of real-time metering to be completed.	2005	No End Date (Continuous)
<b>Owned buildings</b>							
Establish energy performance baseline for owned buildings	In Development			Energy Audits Complete for all District Owned Buildings	Planning in place to undertake Energy upgrades, subject to available AFG funding	2007	No End Date (Continuous)
Achieve LEED NC Gold certification at a minimum for new construction or major renovations	Ongoing/In Progress	0	% of owned buildings are certified LEED NC Gold or LEED NC Platinum	2 new schools (under construction) and one new DECC Office Building (under construction) slated to achieve LEED Gold	3-4 new schools and one new DECC Office Building slated to achieve LEED Gold by 2012	2008	2012
Incorporate integrated design process into new construction or during renovations of owned buildings	Ongoing/In Progress	20	% of buildings built or renovated since start year indicated used the integrated design process	Only 1 out of 5 new building projects designed using integrated design process. No renovation projects use integrated design.	Only 1 new school project in design. Integrated Design Process not used. Design of Modulars by the Ministry of Ed for FDK did not involve Integrated Design Process	2008	2012

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	35	% of owned buildings have undergone energy retrofits since start year indicated	Lack of AFG funding severely limited the number of retrofit projects in 2009.	AFG Plan outlines planned energy management projects for 2010 - 2012, subject to available AFG funding.	2004	No End Date (Continuous)
<b>Retrofitting owned buildings</b>							
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress	11	% of retrofits (captured above) had heating, cooling, and ventilation systems upgrades	Due to lack of AFG funding, only two mechanical upgrade projects were undertaken in 2009.	Due to limited AFG funding, only 4 mechanical upgrade projects are confirmed for 2010. We hope to undertake up to 10 mechanical upgrade projects between 2010 and 2012.	2004	No End Date (Continuous)
Upgrade lighting systems during retrofits	Ongoing/In Progress	35	% of retrofits (captured above) had lighting systems upgrades	Despite lack of AFG funding, we completed lighting upgrades projects at 23 schools in 2009. We routinely retrofit the lighting fixtures from T-12 to T-8 as the ballasts fail. We also have a program of upgrading the fixtures when we complete a wholesale re-lamping of lighting located in high areas, (such as the Gymnasia).	Subject to availability of AFG funding over the next 2 years, lighting upgrades are planned at 6 schools in 2010 - 2011 and as many as we can do with available funding for 2011-2012. Ongoing routine maintenance will also address some upgrading as required.	2004	No End Date (Continuous)
Upgrade/adjust control systems during retrofits	Ongoing/In Progress	11	% of retrofits (captured above) had control system upgrades or adjustments	Controls systems are upgraded during Mechanical upgrade projects. In addition, we have completed various forms of controls updating, (the entire site was not updated) on approximately 50 schools.	Continue to upgrade Controls Systems during Mechanical upgrade projects (between 4-10 over the next 2 years).	2004	No End Date (Continuous)
Improve building insulation (including windows) during retrofits	Ongoing/In Progress	16	% of retrofits (captured above) had insulation improvements	Due to lack of AFG funding, only two building envelope upgrade projects were undertaken in 2009 (completion Summer 2010). Since 2005, we have completed 21 envelope upgrade projects. Although there would be improved thermal performance as a result of building envelope upgrades, insulation upgrades were not specifically undertaken (we replaced insulation in some cases but have not increased the R value). Of the 21 schools completed to date, 8 projects included complete window replacement.	Due to limited AFG funding over the next 2 years, only 2-4 building envelope upgrade projects are planned for 2010-2012.	2005	No End Date (Continuous)
Install an on-site renewable energy demonstration project	In Development				The only economically viable on-site renewable energy demonstration project planned is solar heating to augment / offset natural gas and electrical consumption associated with powering low temperature heating systems (condensing boiler installations and geothermal). A small solar heating project is being installed as part of the new DECC building and another is being considered for installation at a secondary school.	2009	2011
<b>IT power management</b>							
Install power management software which shuts down computers outside of regular business hours	Ongoing/In Progress	0	% of computers shut down automatically outside of regular business hours	In discussion with BC Hydro regarding details and next steps	Work with BC Hydro on details and next steps	2010	2012
Implement server virtualization	Ongoing/In Progress	73	% of servers have been virtualized since start year indicated	Server virtualization has been underway for a number of years (since 2008). Further work as result of Consolidation at DECC - Opening 2011. 63 servers virtualized to date.	Consolidation of 7 offices into new DECC (District Education and Conference Centre) due to open January 2011. All servers will be virtualized by June 2011 (23 servers still to be virtualized).	2008	2011
Apply auto-sleep settings on computer monitors and CPUs	Ongoing/In Progress	90	% of computers have auto-sleep settings applied	Power Save functionality started with CMS project in 2005. All new / replacement computers purchased in 2009 have "auto-sleep"	Power Save functionality will be 100% complete by June 2010. All new / replacement computers have "auto-sleep".	2005	2010

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress	15	% reduction in printers, copiers and/or fax machines since start year indicated	Use multi-function printers instead of fax machines (15). Reduce auto-sleep from 2hr to 1hr	Replace all personal printers/fax/copiers with multi-function when consolidating 7 offices into new DECC (District Education and Conference Centre) due to open January 2011 (80%). Ongoing purchase of new / replacement multi-function devices	2007	No End Date (Continuous)
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	Complete	100	% of devices have auto-sleep settings applied	Auto-sleep settings decreased from 2hr to 1hr		2005	2009
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	98	% of computers are ENERGY STAR rated	All new / replacement computers purchased in 2009 are EnergyStar Rated	All new / replacement computers purchased 2010 to 2012 will be EnergyStar Rated	1994	No End Date (Continuous)
<b>Appliances and electronic devices</b>							
Replace refrigerators with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress	30	% of fridges are ENERGY STAR rated	Purchased 10 EnergyStar Rated new / replacement fridges	All new / replacement fridges to be EnergyStar (50%)	2005	No End Date (Continuous)
Replace other appliances or electronic devices with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			All new / replacement electronic devices with EnergyStar rating	All new / replacement electronic devices with EnergyStar rating	2005	No End Date (Continuous)
<b>Behaviour change program</b>							
Help staff reduce personal energy use through "workstation tune-ups"	Ongoing/In Progress			Deployment of standard computer image on administration computers	Deployment of standard computer image on all computers, including schools	2008	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Ongoing/In Progress			Janitors close blinds at the end of each day	Janitors close blinds at the end of each day	2000	No End Date (Continuous)
Encourage use of stairs instead of elevators	In Development			N/A - Very few schools have elevators / most District Offices don't have elevators	Plan to implement following consolidation of 7 offices into new DECC (District Education and Conference Centre) due to open January 2011	2011	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Reminder stickers on light switches - to be added to new schools as they come on line (1 new school opened in 2009)	Reminder stickers on light switches - to be added to new schools as they come on line	2005	No End Date (Continuous)
Promote hot water conservation	In Development				Plan to implement following consolidation of 7 offices into new DECC (District Education and Conference Centre) due to open January 2011	2011	No End Date (Continuous)
<b>Supplies (Paper)</b>							
<b>Paper Type</b>							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	1	% of total paper purchased contains 30% recycled content	Offered as alternative to non-recycled paper. More expensive option so have not mandated.	Planning to expand this initiative over the next 2 years	2009	No End Date (Continuous)
<b>Printer/document settings</b>							
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	25	% of network printers or photocopiers are set to automatic double-sided	New Copiers purchased in 2009 have default to 2-sided (10)	All new/replacement - Networked printers for new schools and new DECC building to default to 2-sided	2009	No End Date (Continuous)
Apply "print and hold" settings to networked printers to eliminate unclaimed print jobs	In Development			Under consideration / Planning	Possibility of incorporating for networked printers slated for new DECC building	2011	No End Date (Continuous)
Reduce default margin size in standard document templates (e.g., letters, briefing notes, forms, etc.)	In Development			Under consideration / Planning	New standards to be implemented after moving into new DECC building - 2011	2011	No End Date (Continuous)

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<b>Electronic media in place of paper</b>							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress	1	% of staff workstations with software installed	SharePoint / DocuSource used for New Construction projects during 2009	Consider expanding the use of SharePoint for other Departments	2008	No End Date (Continuous)
Use electronic document library for filing common documents	Ongoing/In Progress			Electronic document library for as-built drawings and specs	Consider expanding the use of Electronic Document Library for other Departments	2004	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress			Online posting Media Updates, Board Agendas & Minutes, Public Information Bulletins, Staff Forms, Newsletters.	Continue to expand online posting of Media Updates, Board Agendas & Minutes, Public Information Bulletins, Staff Forms & Newsletters. Plan to provide information to parents through school website	2004	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete	100	% of staff on electronic payroll	Complete		2002	2009
<b>Behaviour change program</b>							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress	5	% of staff currently have received collaborative software training	SharePoint / DocuSource used for New Construction projects during 2009 and by IT Department	Consider expanding use of and training for SharePoint for other Departments	2008	No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	In Development				Planning to incorporate this initiative for staff meetings once DECC opens in 2011	2011	No End Date (Continuous)

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### Actions to Reduce Provincial Emissions and Improve Sustainability

The actions listed below contribute to a reduction in greenhouse gas emissions from sources that fall outside of the reporting requirements defined in the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*. Public sector organizations can optionally use this section to report on actions that will help British Columbia meet its provincial greenhouse gas reduction targets, engage the public, and improve environmental sustainability across all aspects of their organization.

Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)	Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
<b>Business Travel</b>						
<b>Policy and budgeting</b>						
Create a low-carbon travel policy or travel reduction goal	In Development		In Planning	Create Low Carbon Travel Policy	2011	2012
<b>Virtual meeting technology</b>						
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	In Development		In Planning	Consider use of Web-conferencing software (10%) in the next few years - subject to available funding	2012	No End Date (Continuous)
Make desktop web-cameras available to staff	In Development		In Planning	Consider Web-cameras for staff - (10%) subject to available funding	2012	No End Date (Continuous)
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	In Development		Construction of new DECC building underway	Install Video-conferencing in one or two meeting rooms in DECC for use in 2011 and beyond (2%)	2011	2012
<b>Behaviour change program</b>						
Train staff in web-conferencing	In Development		In Planning	Consider Web-conferencing training in the next few years - (10% target) subject to available funding	2012	No End Date (Continuous)
Train staff in video-conferencing or provide technical support for video-conferencing set-up	In Development		In Planning	Train staff to operate Video-conferencing equipment located in one or two meeting rooms in DECC for use in 2011 and beyond (10%)	2011	No End Date (Continuous)
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress		A small number of staff have undertaken training via virtual conferences	Explore expansion of Virtual conferences, especially for Principals & VP meetings	2007	No End Date (Continuous)
Encourage carpooling to meetings	Ongoing/In Progress		Full implementation for out-of-District travel	Reduction of staff travel for meetings by consolidating 7 offices into the DECC building - completion slated in 2011	2011	No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	In Development		Construction of new DECC building underway. Admin staff travel will drop significantly once consolidated into one location.	Construction of new DECC building to be complete by 2011. Admin staff travel will drop significantly once consolidated into one location. Ongoing encouragement for staff to use alternate means of transportation	2008	No End Date (Continuous)
<b>Education, Awareness, and Engagement</b>						
<b>Team-building</b>						
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Ongoing/In Progress		Ongoing School Based "Green Teams" / Various schools Involved in "BC Green Games" / BC Hydro Education Programs / Other school based programs.	Hire Energy Manger thru BHydro to assist with "Green Teams"	2005	No End Date (Continuous)
Provide resources and/or dedicated staff to support teams	Ongoing/In Progress		BC Hydro, staff and Helping Teachers, Me-to-We trainers all provide support. Development of "green" curriculum thru Woodward Hill Curriculum Project	Continue partnerships with Green-Learning and Pembina Institute for school-based initiatives. Hire Energy Manger thru BHydro and expand the number of "Green Teams"	2007	No End Date (Continuous)
Providing behaviour change education/training to teams (e.g., community-based social marketing)	In Development		In Planning	Hire Energy Manger thru BHydro and expand staff and student "Green Teams"	2011	No End Date (Continuous)
<b>Awards/Recognition</b>						

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)	Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Establish a sustainability/green awards or recognition program	Ongoing/In Progress		Various school based awards / recognition programs in addition to BC Green Games & iDEAS36	Hire Energy Manager thru BCHydro to assist with Employee Incentive Program	2005	No End Date (Continuous)
<b>Staff Professional Development</b>						
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress		Annual Pro-D (CEFPI / SPOA) for all staff involved in maintenance & new construction; Pro-D and Leadership training for Teachers. Sustainable Schools Forum attended by Facilities, Planning, Principals, teachers & students.	Ongoing Annual Pro-D (CEFPI / SPOA) for all staff involved in maintenance & new construction; Expand Pro-D and leadership training for Teachers	2000	No End Date (Continuous)
<b>Staff awareness/education</b>						
Provide green tips on staff website or in newsletters	Ongoing/In Progress		Online Green Tips thru online "sustainability" websites and school & staff newsletters	Hire Energy Manager thru BCHydro to assist with expansion of "Green Tips" for staff and students. Expand web-based support and communication to staff	2005	No End Date (Continuous)
<b>Client/public awareness/education</b>						
Provide education to clients/public about the science of climate change	Ongoing/In Progress		Various schools participating in "BC Green-Games" / "Me-to-We Volunteer Now" student and teacher leadership workshops / various school based programs including Woodward Hill Curriculum Project . "Green Timbers Nature House" Program in partnership with City of Surrey & Green Timbers Historical Society. "Robert Bateman - Get to Know" Program - collaboration on development of CD Rom resource.	Ongoing school participation in "BC Green-Games" / Continuing "Me-to-We Volunteer Now" student and teacher leadership workshops / Continuing to expand school based sustainability projects / Expanding "Green Curriculum Project" started at Woodward Hill elementary.	2005	No End Date (Continuous)
Provide education to clients/public about the conservation of water, energy, and raw materials	Ongoing/In Progress		Various schools participating in "BC Green-Games" / "Me-to-We Volunteer Now" student and teacher leadership workshops / various school based programs including Woodward Hill Curriculum Project . "Green Timbers Nature House" Program in partnership with City of Surrey & Green Timbers Historical Society. "Robert Bateman - Get to Know" Program - collaboration on development of CD Rom resource.	Ongoing school participation in "BC Green-Games" / Continuing "Me-to-We Volunteer Now" student and teacher leadership workshops / Continuing to expand school based sustainability projects / Expanding "Green Curriculum Project" started at Woodward Hill elementary.	2005	No End Date (Continuous)
Provide green tips on client/public website or in newsletters	Ongoing/In Progress		Online Green Tips thru online "sustainability" websites and school & staff newsletters	Expand "green tips"	2005	No End Date (Continuous)
<b>Other Education, Awareness, and Engagement Actions</b>						
On-line Carpool Icon for staff - available thru desktop	Ongoing/In Progress		Carpool Icon facilitates carpooling for district staff	Expand use of carpooling once DECC is complete (2011)	2008	No End Date (Continuous)
<b>Other Sustainability Actions</b>						
<b>Water conservation</b>						
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	Ongoing/In Progress		All new schools & buildings in design / construction have water efficient fixtures (5)	Future new schools (none approved since 2005/06) to have water efficient fixtures; in all renovations subject to available AFG funding	2003	No End Date (Continuous)
Introduce a stormwater management landscape strategy (e.g., vegetated roofs, permeable paving, rain gardens, bioswales)	Ongoing/In Progress		Provided for all new construction projects	Planned for all future projects (none approved since 2005/06); included in all site reno projects subject to available AFG funding.	2003	No End Date (Continuous)
<b>Waste reduction/diversion</b>						
Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	In Development		In Planning - concern with rodent problem triggered by composting	Further analysis	2011	No End Date (Continuous)



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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Implement a hazardous waste reduction and disposal strategy	Complete			Ongoing hazardous waste reduction and disposal according to established strategy		2000	2009
<b>Procurement (non-paper supplies)</b>							
Incorporate minimum recycled content standards into procurement policy for consumable, non-paper supplies (e.g., writing instruments, binders, toner cartridges, etc.)	In Development			In Planning	In Planning - for consideration in 2011	2011	No End Date (Continuous)
Establish green standards for goods that are replaced infrequently and/or may require capital funds to purchase (e.g., office furniture, carpeting, etc.)	In Development			In Planning for new DECC building	Purchase of "Green replacement furniture" for DECC building	2010	2012
<b>Building construction, renovation, and leasing</b>							
Establish a policy to reuse materials where possible and divert construction and demolition debris from landfills and incineration facilities	Ongoing/In Progress			LEED Gold (or equivalent) for new construction (5 projects), requires reuse and diversion of construction waste from landfills	Ongoing LEED Gold target for new construction (no projects approved since 2005/06)	2005	No End Date (Continuous)
Incorporate lifecycle costing into new construction or renovations	Ongoing/In Progress	100	% of business cases incorporating lifecycle costing since start year indicated	Requirement of Feasibility Study as part of the Capital Plan requirement for new construction	Ongoing Feasibility Studies (Project Implementation Report) for planned new construction. No new projects approved since 2005/06)	2003	No End Date (Continuous)
<b>Indoor air quality</b>							
Enforce a scent-free policy (e.g., no strong perfumes, deodorants, etc.)	In Development			Informal "scent free" policy. Formal "no-smoking" policy	Consider development of Formal Scent-Free policy for new DECC building	2011	2012
Incorporate low volatile organic compounds (VOCs) standards into procurement policy for products such as paints, carpets, and furniture	Ongoing/In Progress			Incorporated into LEED Gold standards for new construction and practice followed by maintenance (with the exception of urethane for wood flooring)	Ongoing	2005	No End Date (Continuous)
<b>Commuting to and from home</b>							
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress			"Way-to-Go" walk or bike to school programs underway at various schools.	Encourage ongoing "walk / bike to school programs". BCHydro Sponsored Energy Manger to assist with program to encourage alternate transportation for administration staff in new DECC building to reduce parking demand	2002	No End Date (Continuous)
Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Ongoing/In Progress			19 secondary schools and 2 staff offices have showers and/or lockers for staff/students. Shower facilities planned in new DECC building - opening 2011	Shower facilities provided in new DECC building - opening 2011. Area Standards do not allow space for shower and locker facilities for staff in schools. Area standards currently do not allow space for shower and locker facilities for students in elementary schools (area for showers and lockers only allowed for in area standards for secondary schools).	2011	No End Date (Continuous)
Provide secure bicycle storage	In Development			Secure Bike parking facilities planned in new DECC building - opening 2011	Secure Bike parking facilities provided in new DECC building - opening 2011. Area Standards for new schools do not allow space for secured bike parking for staff or students at schools.	2011	No End Date (Continuous)