

School District No. 85 (Vancouver Island North)

2009 Carbon Neutral Action Report

Executive Summary

School District No. 85 (Vancouver Island North) continues to consider carbon neutrality issues in all facets of its operations. The Board continues to invest in equipment and lighting retrofits and seeks on an ongoing basis commitment from employees and other building occupants to reduce energy consumption.

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

In 2009 -2010, the district has undertaken some steps towards a more sustainable approach. In September the Board replaced Alert Bay Elementary School with a newly retrofitted modular unit thus saving energy on the use of propane formerly used in heating an old obsolete building. A wind-powered generating system was installed at the same location in an effort to reduce electricity consumption. Through decreasing enrolment one rural school was also closed at the end of 2009.

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

Over the next three years School District No. 85 will be looking at ways in which it can conserve heat and water usage in all buildings; some of this may be accomplished by consolidation of four elementary schools and the closure of another small rural school.

With the anticipation of a smaller operational budget, reductions in expenditures will be made in the areas of supplies, travel and student transportation costs.

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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
Mobile Fuel Combustion (Fleet and other mobile equipment)						
Vehicle fuel efficiency						
Replace vehicles with more fuel-efficient models	Ongoing/In Progress	0 % of vehicles are fuel- efficient models		Any replacements will need to comply	2008	No End Date (Continuous)
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Ongoing/In Progress	0 % of vehicles down-sized since start year indicated		Any replacements will need to comply	2009	No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Complete	100 % of vehicles are subject to regular maintenance for fuel efficiency	All vehicles maintained for fuel efficiency	Any replacements will need to comply	2008	No End Date (Continuous)
Replace small maintenance vehicles with more fuel-efficient models	Ongoing/In Progress	0 % of small maintenance vehicles are fuel-efficient		Any replacements will need to comply	2010	No End Date (Continuous)
Behaviour change program						
Provide fleet driver training to reduce fuel use	Complete	100 % of current drivers are trained	Drivers trained	Reminders as needed	2008	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Complete	100	All signs posted. Drivers trained	Reminders as needed	2009	No End Date (Continuous)
Encourage carpooling in fleet vehicles	Complete	100	All staff directed to carpool if possible	Reminders as needed	2008	No End Date (Continuous)
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Complete	100	All staff encouraged to use alternative	Reminders as needed	2008	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)						
Planning/management						
Enrol in a building energy benchmarking program (e.g., GREEN UP)	In Development		Working with BC Hydro	To monitor hydro usage	2009	No End Date (Continuous)
Owned buildings						
Establish energy performance baseline for owned buildings	Complete	100 % of owned buildings have an established energy performance baseline	Evaluation of energy consumption completed		2008	2010
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	Renovated and upgraded two elementary schools	Upgrades subject to funding	2009	No End Date (Continuous)
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Complete				2009	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
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	15	% of owned buildings have undergone energy retrofits since start year indicated	Board Office, Woss and Alert Bay Elementary Schools upgraded	Upgrades to North Island Secondary School (subject to funding)	2008	No End Date (Continuous)
IT power management							
Install power management software which shuts down computers outside of regular business hours	Ongoing/In Progress	39	% of computers shut down automatically outside of regular business hours	Purchased tested and configured new software	Continue adding computers to the power management plans	2008	No End Date (Continuous)
Apply auto-sleep settings on computer monitors and CPUs	Ongoing/In Progress	5	% of computers have auto-sleep settings applied	Purchased tested and configured new software	Continue adding computers to the power management plans	2008	No End Date (Continuous)
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress	1	% reduction in printers, copiers and/or fax machines since start year indicated	Replaced equipment with more energy efficient machines	Continue replacing equipment with more energy efficient machines	2008	No End Date (Continuous)
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	Ongoing/In Progress	80	% of devices have auto-sleep settings applied	Replaced equipment with more energy efficient machines	Continue replacing equipment with more energy efficient machines	2008	No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	90	% of computers are ENERGY STAR rated	Replaced 100 machines with more energy efficient machines	Continue replacing equipment with more energy efficient machines	2007	No End Date (Continuous)
Appliances and electronic devices							
Replace refrigerators with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress	20	% of fridges are ENERGY STAR rated		Continue to encourage schools to replace with more energy efficient appliances	2008	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				Continue to encourage schools to replace with more energy efficient appliances	2008	No End Date (Continuous)
Replace desk lamp incandescent bulbs with compact fluorescent (CFL) bulbs or source more efficient desk lamps for future purchases	Ongoing/In Progress			Reminders as required	Reminders as required	2008	No End Date (Continuous)
Behaviour change program							
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress			Reminders as required	Reminders as required	2009	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Ongoing/In Progress			Reminders as required	Reminders as required	2009	No End Date (Continuous)
Encourage staff to use air dry setting on dishwashers	Ongoing/In Progress			Reminders as required	Reminders as required	2009	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Reminders as required	Reminders as required	2009	No End Date (Continuous)
Promote hot water conservation	Ongoing/In Progress			Reminders as required	Reminders as required	2009	No End Date (Continuous)
Supplies (Paper)							
Paper Type							

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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
Purchase 30% post-consumer recycled paper	In Development			Reminders as required and as funding allows	2009	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	In Development			Reminders as required and as funding allows	2009	No End Date (Continuous)
Printer/document settings						
Reduce default margin size in standard document templates (e.g., letters, briefing notes, forms, etc.)	In Development			Reminders as required	2010	No End Date (Continuous)
Electronic media in place of paper						
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			Installation as required	2010	No End Date (Continuous)
Use electronic document library for filing common documents	Ongoing/In Progress		Documents available on website		2008	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress		Documents available on website	Update as required	2008	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete		Pay notifications are sent to employee's email accounts		2009	2009
Behaviour change program						
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			Training as required	2010	No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	In Development			On going reminders	2010	No End Date (Continuous)
Encourage re-use of scrap paper	In Development			On going reminders	2010	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	
Business Travel							
Policy and budgeting							
Create a low-carbon travel policy or travel reduction goal	Ongoing/In Progress		Travel reduction goal discussed	Travel reduction goal to be implemented	2010	No End Date (Continuous)	
Virtual meeting technology							
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Complete	100	% of computers have web-conferencing software installed	Installed on computers as required	2009	2010	
Make desktop web-cameras available to staff	Complete	100	% of staff have access to a desktop web-camera	Information made available to staff	2009	2010	
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Complete	100	% of meeting rooms have access to video-conferencing equipment	Information made available to staff	2009	2010	
Behaviour change program							
Train staff in web-conferencing	Ongoing/In Progress	20	% of staff trained are in web-conferencing	Training as required	2009	No End Date (Continuous)	
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Complete	100	% of staff are trained in video-conferencing or have access to technical support	Training as required	2009	2010	
Encourage staff to consider virtual attendance/presentation at events where possible	Complete			On going reminders to staff	2009	2010	
Encourage carpooling to meetings	Ongoing/In Progress			Limited funding for travel costs	Reminder to staff to carpool to meetings and reduction in funding for travel to meetings	2008	No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	Ongoing/In Progress			On going reminders to staff	Reminders as needed	2008	No End Date (Continuous)
Education, Awareness, and Engagement							
Team-building							
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Ongoing/In Progress			Environmental Sustainability Group started	Student forum on the environment to take place in April 2010	2009	No End Date (Continuous)
Awards/Recognition							
Establish a sustainability/green awards or recognition program	In Development				Initiative of Sustainability group	2010	No End Date (Continuous)
Staff Professional Development							

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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
Support green professional development (e.g., workshops, conferences, training)	In Development			Initiative of Sustainability group	2010	No End Date (Continuous)
Client/public awareness/education						
Provide green tips on client/public website or in newsletters	In Development			Initiative of Sustainability Group	2010	No End Date (Continuous)
Other Sustainability Actions						
Water conservation						
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	Ongoing/In Progress		timers put on auto matic flush urinals	To replace with new fixtures when required	2008	No End Date (Continuous)
Procurement (non-paper supplies)						
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	In Development			Custodial cleaning supplies purchased will be environmentally safe	2009	No End Date (Continuous)
Commuting to and from home						
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress		Staff encouraged to walk or carpool to meetings	Reminders to staff to walk or carpool to meetings	2009	No End Date (Continuous)
Provide secure bicycle storage	Ongoing/In Progress		Bicycle racks installed at two locations	Install bicycle racks when and if required at various locations	2009	No End Date (Continuous)