

SCHOOL DISTRICT NO. 48

◆ Squamish ◆ Whistler ◆ Pemberton

2013 Carbon Neutral Action Report

This is the 2013 Carbon Neutral Action Report (CNAR) for School District No. 48 (Sea to Sky). This report contains our 2013 emissions profile, offsets purchased, the actions we have taken in 2013 to reduce our GHG emissions and our plans to continue reducing emissions in 2014 and beyond.

By June 30, 2014, School District No. 48 (Sea to Sky) final CNAR will be posted to our website at:

<http://www.env.gov.bc.ca/cas/mitigation/cnar.html#k12>

EXECUTIVE SUMMARY

School District No. 48 (Sea to Sky) is continuing to take action toward carbon neutrality by actively exploring carbon reduction opportunities, innovative strategies and technologies to increase overall sustainability and operating efficiencies. Our carbon neutral actions for 2013 include investments in energy retrofits, energy performance monitoring, collaboration with our utility providers and waste/recycling contractors, awareness activities and sustainability projects involving staff, students and the school community.

The School District acknowledges that the actions and behaviors of all staff and students have a significant impact on the environment and supports the integration of sustainability, energy conservation and climate action into the curriculum as a way of incorporating environmental studies into the provincial curriculum.

The School District acknowledges its corporate responsibility to conduct its affairs in an environmentally responsible manner as a model for students and environmental stewardship. Policies have been implemented to enable and compel staff where appropriate to integrate education, sustainable business practices and green initiatives into all of our operations.

2013 GREENHOUSE GAS EMISSIONS

The District's 2013 total greenhouse gas (GHG) emissions from all sources covered by the Greenhouse Gas Reductions Target Act is estimated at 1,940 tonnes of CO₂e. It was estimated that stationary fugitive emissions from cooling do not comprise more than 0.01% of the School District's total emissions and an ongoing effort to collect or estimate these emissions from this source would be disproportionately onerous. Thus, these emissions meet both the requirement to be below 1% of the School District's total emissions and the requirement to be onerous to collect. For this reason emissions from this source have been deemed out-of-scope and have not been included in the District's total greenhouse gas emission profile for 2013.

OFFSETS APPLIED TO BECOME CARBON NEUTRAL IN 2013

School District No.48 (Sea to Sky) has applied a total of 1,518 tonnes of CO₂e emission offsets for greenhouse gas emissions from all sources covered by the Greenhouse Gas Reductions Target Act to become Carbon Neutral for 2013. As required by section 5 of the Carbon Neutral Government Regulation, estimated 423 tonnes of CO₂e or 27.8% of the District's total emissions resulting from the operation of school buses were reported as part of our greenhouse gas emissions profile in 2013. However, they were not offset as they are out of scope under section 4 (2) (c) of the Carbon Neutral Government Regulation.

CHANGES TO GREENHOUSE GAS EMISSIONS AND OFFSETS REPORTING FROM 2012

Following the public release of School District No.48 (Sea to Sky) 2012 Carbon Neutral Action Report, it was determined that the total emissions for the 2012 calendar year were under reported by 24 tonnes of CO₂e and offsets required to become carbon neutral in 2012 were under reported by 24 tonnes of CO₂e. The difference in offsets required have been purchased and applied against our 2013 emissions.

EMISSIONS AND OFFSETS SUMMARY

Emissions and Offsets Summary:

Organization X GHG Emissions and Offsets for 2013 (TCO₂E)	
GHG Emissions created in calendar year 2013 (from SMARTTool Homepage)	
Total Emissions	1,940
Total Emissions for Offsets	1,518
Adjustments to GHG Emissions Reported in Previous Years (from SMARTTool Homepage)	
Total Emissions	24
Total Emissions for Offsets	15
Credit owing from PCT at end of 2012 reporting year (if applicable – from May 15 Invoice):	
Credit Owing	
Total Emissions for Offsets for the 2013 Reporting Year (from Offset Invoice):	1,533

EMISSIONS REDUCTION ACTIVITIES

Actions Taken to Reduce Greenhouse Gas Emissions in 2013

During 2013 School District No. 48 (Sea to Sky) continued with sustainability initiatives and measures to reduce carbon output.

The School District continued to invest in energy efficient lighting, mechanical system upgrades and building envelope upgrades. Staff closely monitored and evaluated utility trends and responded to energy reduction opportunities to avoid unnecessary costs and carbon output. Resources were redirected to increase monitoring and reporting requirements mandated by the provincial government. Continued initiatives to promote and encourage sustainability measures were expanded to reduce waste and promote recycling, improve energy efficiency for vehicles and buildings, reduce business travel requirements, utilize more green cleaning products, encourage staff and facility users to minimize energy use.

In the mobile fuel combustion category we continue to improve vehicle efficiency with ongoing preventative maintenance, correct vehicle sizing and we are providing driver training to change behavior. One maintenance fleet vehicle was downsized from full size to compact.

In the stationary fuel buildings category we have established energy performance baselines and completed a number of energy efficient upgrades to improve energy performance. Appliances are replaced with energy star appliances. Computer equipment is being shut down automatically and we are implementing initiatives to change behavior to promote and encourage shutting off equipment when not in use. Electronic media in place of paper is being encouraged and collaborative and virtual meeting software is being utilized to minimize business travel.

In the education, awareness and engagement category we have a Sustainability Committee consisting of all school community stakeholders which helps foster green teams, building, awards programs and education and awareness for our students and staff.

Policies and regulations are in place to support sustainable operations and business practices including green procurement practices for purchasing supplies and when constructing and renovating our facilities.

	<i>May 30, 2014</i>
Signature	Date
<i>Rick Ikebuchi</i>	<i>Secretary-Treasurer</i>
Name (please print)	Title

2013 Carbon Neutral Action Report (CNAR) - Part 2 ACTIONS

Created Monday, March 17, 2014

Updated Thursday, March 27, 2014

<https://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/ff4f08a6c7ffdc66ab270ff4a1067660/>

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Please complete the following sections of the 2013 Carbon Neutral Action Report form. Save your work frequently to prevent it from being lost. You can also save a copy for your own use as either a WORD or PDF file using the buttons at the bottom of each page.

This is Part 2 of the Carbon Neutral Action Report form. This section reports on actions taken to reduce emissions during the 2013 calendar year. This information will be included in your final Carbon Neutral Action Report posted on the Ministry of Environment website.

When the form is complete press the submit button on the last page to automatically submit the information to the Climate Action Secretariat (CAS). Do not press submit before you are ready – this may result in a loss of work.

In addition to completing this survey (Part 1 2), you are required to submit your completed Overview (Executive Summary) and Self-Certification Checklist. The 2013 Overview template was included in the email sent and can also be found on the LiveSmart leaders Community.

Please ensure you meet the following reporting deadlines:

A DRAFT 2013 CNAR is due to CAS by March 31, 2014. The draft is comprised of the Overview ONLY (no executive sign-off required).

The FINAL 2013 CNAR is due to CAS by May 30, 2014. The final 2013 CNAR includes Part 1 Part 2 survey form and Overview.

The Self-Certification Checklist is due to CAS by May 15, 2014.

For more information about the Carbon Neutral Government process, please refer to *Becoming Carbon Neutral 2013*, or should you have any questions please contact climateactionsecretariat@gov.bc.ca.

Organization Name

School District No.48 (Sea to Sky)

Actions Taken to Reduce Emissions

1) Stationary Fuel Combustion, Electricity (Buildings):

Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

Yes

Built or are building new LEED Gold or other "Green" buildings.

No

Undertook an evaluation of overall building energy use.

Yes

Please list any other actions taken to reduce emissions from Buildings:

*Applied for BC Hydro Building Optimization Program
Implemented information technology solutions*

2) Mobile Fleet Combustion (Fleet and other vehicles):

Indicate which actions were taken in 2013:

Do you have a fleet?

Yes

Replaced existing vehicles with more fuel efficient vehicles (gas/diesel)

Yes

Replaced existing vehicles with hybrid or electric vehicles

No

Reduced the overall number of fleet vehicles

No

Took steps to drive less than last year

No

Please list any other actions taken to reduce emission from fleet:

(No response)

3) Supplies (Paper):

Indicate which actions were taken in 2013:

Used less paper than previous year

No

Used only 100% recycled paper

No

Used some recycled paper

Yes

Used alternate source paper (Bamboo, hemp, etc.)

No

Please list any other actions taken to reduce emissions from paper use:

(No response)

Actions Taken to Reduce Emissions - continued

Explain how you plan to continue minimizing emissions in 2014 and future years:

Continue to take action toward carbon neutrality by actively exploring carbon reduction opportunities, innovative strategies and technologies to increase overall sustainability and operating efficiencies.

Continue to purchase energy efficient vehicles.

Continue to invest in energy retrofits, energy performance monitoring, collaboration with our utility providers and waste/recycling contractors, awareness activities and sustainability projects involving staff, students and the school community.

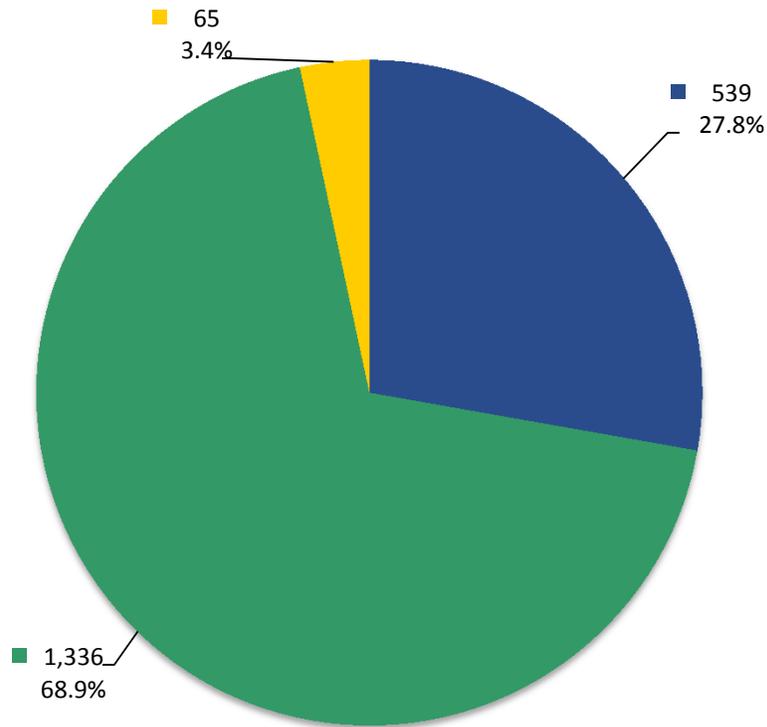
Continue to acknowledge that the actions and behaviors of all staff and students have a significant impact on the environment now and in the future and supports the integration of sustainability, energy conservation and climate action into the curriculum as a way of incorporating environmental studies into the provincial curriculum.

Continue to acknowledge our corporate responsibility to conduct its affairs in an environmentally responsible manner as a model for students and environmental stewardship.

If you wish to list any other "sustainability actions" outside of buildings, fleet, paper and travel check "yes". This reporting is optional.

No

**School District 48 - Sea to Sky
Greenhouse Gas Emissions by Source
for the 2013 Calendar Year (tCO₂e*)**



Total Emissions: 1,940

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion (Building Heating and Generators) and Electricity
- Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2013 (Generated May 21, 2014 3:48 PM)

Total offsets required: **1,518**. Total offset investment: **\$37,950**. Emissions which do not require offsets: **423** **

*Tonnes of carbon dioxide equivalent (tCO₂e) is a standard unit of measure in which all types of greenhouse gases are expressed based on their global warming potential relative to carbon dioxide.

** Under the *Carbon Neutral Government Regulation of the Greenhouse Gas Reduction Targets Act*, all emissions from the sources listed above must be reported. As outlined in the regulation, some emissions do not require offsets.