

School District 50 (Haida Gwaii) - 2009 Carbon Neutral Action Report

Executive Summary

SD 50 has moved to a virtually all electronic format for letters, memos, and similar items. As much as possible, we are reducing the numbers of meetings, conferences, and the like that require physical travel. Finally, we are looking ahead to gradual replacement and elimination of inefficient or oversized vehicles, equipment and buildings. This continues to be a challenge as a small, remote district with no staff assigned to environmental initiatives but an area we nonetheless take seriously.



Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

In 2009 we worked on reducing travel to meetings, limiting supplies of paper and other materials and the energy efficiency of office equipment. This is an ongoing and gradual process. There are also certain limits to the effectiveness of this when our district region has a geographic area roughly similar to Northern Ireland. We will always have to rely on some physical meetings that will require non-public transit; so we are looking at ways to reduce rather than eliminate and other options to improve our operations elsewhere.

A more significant lasting impact can be seen in March of 2009 when we moved into a new school building in Port Clements shared with the local Village and several other partners. The new building is smaller, more efficient, and more environmentally friendly. This has led to the added bonus of reduced heating and custodial costs for the district. Additionally, our Board Office replaced a fifty year old diesel boiler with electric heat. This move to efficiency will continue; we hope to repeat the Port Clements Multiplex success in the 2011/12 year with a new building in the community of Sandspit.

Operational Changes in 2009

Our district is going through a gradual decline in employees, but unfortunately that has not allowed us to operate fewer vehicles, shorten distances between communities, or close buildings. However, we are reducing our travel budgets for executives and trustees, which will have the by product of less air and road travel, thus indirectly reducing our carbon foot print. A further operational note, as mentioned above, is that we have no Maintenance Supervisor as of Sept 2008, so work like this has become an additional issue for other district staff and means it does not get the attention it deserves.

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

Looking ahead, we plan to reduce the footprint of the district by continuing to reduce the number of face to face meetings, eliminate one of our eight vehicles, replace current vehicles with more efficient models, and continue to improve the efficiency of our buildings by replacing outmoded heating systems or complete building replacement. As an institution of education, we also recognise that this will be key. We already work with BC Hydro in our secondary schools with reducing lighting costs, but we need to do more with our employees to educate and empower them to make wise decisions on equipment use and utilise their innovative ideas.

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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	12	% of vehicles are fuel- efficient models	Researched replacement vehicles	as leases expire	2009	2012
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Ongoing/In Progress	0	% of vehicles down-sized since start year indicated	Researched replacement vehicles	as leases expire	2009	2012
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	Ongoing	ongoing	2006	No End Date (Continuous)
Replace small maintenance vehicles with more fuel-efficient models	Ongoing/In Progress	0	% of small maintenance vehicles are fuel-efficient	Actually planning to reduce the number of vehicles	as leases expire	2010	2012
Behaviour change program							
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	In Development				Ongoing development of education for drivers, etc.	2007	No End Date (Continuous)
Encourage carpooling in fleet vehicles	Ongoing/In Progress			Difficult in large, remote, rural district	Ongoing; reduce travel requirements as possible	2006	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Planning/management							
Reduce office space (square meters) per employee	Ongoing/In Progress			Closing off classrooms not in use; ongoing for approx 8 years as student numbers have declined	ongoing	2003	No End Date (Continuous)
Install a real time metering system (e.g. Pulse, Reliable Controls, Houle Controls)	Ongoing/In Progress	75	% of buildings have a real time metering system installed	09/10 installation at Board Office	As available and possible replacement	2003	No End Date (Continuous)
Owned buildings							
Incorporate integrated design process into new construction or during renovations of owned buildings	In Development			Initial plans for new school in Sandspit	Construction/Retrofit in Sandspit	2009	2012
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress			Replaced Boiler system at one school; completely replaced another school	2010 replaced diesel heating system with electric at Board Office; hope to replace entire school in Sandspit	2007	2012
Retrofitting owned buildings							
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress	25	% of retrofits (captured above) had heating, cooling, and ventilation systems upgrades	Heating systems replaced in two buildings, 2007-09	Heating system replaced one building, 2010; Plan to replace another in 2012	2007	2012
Upgrade lighting systems during retrofits	Ongoing/In Progress			replacement as possible of lighting systems	ongoing	2008	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
Upgrade/adjust control systems during retrofits	Ongoing/In Progress			ongoing	ongoing	2007	No End Date (Continuous)
Improve building insulation (including windows) during retrofits	Ongoing/In Progress	50	% of retrofits (captured above) had insulation improvements	replacement as necessary	ongoing	2002	No End Date (Continuous)
IT power management							
Install power management software which shuts down computers outside of regular business hours	Ongoing/In Progress	40	% of computers shut down automatically outside of regular business hours	As maintained this is set up	ongoing	2008	2012
Apply auto-sleep settings on computer monitors and CPUs	Ongoing/In Progress			As maintained this is set up	ongoing	2007	2012
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress	50	% reduction in printers, copiers, and/or fax machines since start year indicated	expanded to all schools	ongoing	2006	2012
Replace computers with ENERGY STAR models during regular computer upgrades	Complete	100	% of computers are ENERGY STAR rated	as computers are replaced	ongoing	2003	2009
Behaviour change program							
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress			Power bumps and surges make this a common occurrence in our district	ongoing	2005	2009
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Complete			Occasional reminders required		2005	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			e mail	Continue expansion of auto-off lights	2000	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Complete			Completed 2009		2006	2009
Electronic media in place of paper							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			Review with Technology Committee	Review with Tech Personnel	2009	2012
Use electronic document library for filing common documents	Ongoing/In Progress	75	% electronic	Most documents stored electronically at this point	Continue to implement	2007	No End Date (Continuous)
Post materials online that were previously printed	Complete	90	% electronic	All documents on our website, wiki, as appropriate		2007	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete	100	% staff receive electronic notification	Completed 2008		2007	2009
Behaviour change program							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development				Researching options	2010	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
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Ongoing/In Progress		Ongoing; also a general reduction in # of meetings required.	Reduce Physical Meetings, continue electronic distribution	2009	No End Date (Continuous)
Encourage re-use of scrap paper	Complete		Re-use in all schools		1996	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	In Development				Done via budget reductions	2010	2012
Virtual meeting technology							
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Ongoing/In Progress	10	% of computers have web-conferencing software installed	Some meetings held in virtual manner; lack of web cams and internet lag are still issues	Ongoing improvement/replacement	2009	2012
Behaviour change program							
Train staff in web-conferencing	In Development			Training as permissible; some difficulty in arranging training if it is not web directed. Will gradually train all staff.	Continuation at Pro D	2008	No End Date (Continuous)
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress			As possible	Reducing # of physical meetings	2008	2012
Encourage carpooling to meetings	Ongoing/In Progress	50	% of staff that carpool to meetings	ongoing but difficult in a remote rural district; we only pay mileage to carpoolers as an incentive.	Ongoing	2005	No End Date (Continuous)
Other Business Travel Actions							
15% Reduction in Executive Travel	Ongoing/In Progress			proposed	For 2010/11 Budget	2009	2011
Education, Awareness, and Engagement							
Staff awareness/education							
Provide education to staff about the science of climate change	Ongoing/In Progress			Topic discussed by staff as part of education system mandate	Nothing -- see previous cell.	2001	No End Date (Continuous)
Provide education to staff about the conservation of water, energy, and raw materials	Ongoing/In Progress			Reminders, e mails, etc.	ongoing	2007	No End Date (Continuous)
Provide green tips on staff website or in newsletters	Ongoing/In Progress			As available; much of this occurs at the school level.	ongoing	2006	No End Date (Continuous)
Provide sustainability education during new staff orientation	Complete			Initiated in 2009		2009	No End Date (Continuous)
Client/public awareness/education							
Provide education to clients/public about the science of climate change	Ongoing/In Progress			We are the school system -- this is essentially part of Science and Socials curriculum	ongoing	1997	No End Date (Continuous)
Provide education to clients/public about the conservation of water, energy, and raw materials	Ongoing/In Progress			This is part of the education system mandate. Please note that one of our secondary schools is one of ten in the province to win an award this year in this area.	ongoing	1994	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
Provide green tips on client/public website or in newsletters	Ongoing/In Progress			Part of the education system mandate	ongoing	2008	No End Date (Continuous)
Other Sustainability Actions							
Water conservation							
Put in place a potable water management strategy to reduce potable water demand of building-level uses such as cooling tower equipment, toilet fixtures, etc. and landscape features	In Development			All recent toilets are low water use style	Ongoing	2008	No End Date (Continuous)
Waste reduction/diversion							
Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	Ongoing/In Progress	90	% Paper recycled	Policy already in place	Ongoing	2005	No End Date (Continuous)
Implement a hazardous waste reduction and disposal strategy	Ongoing/In Progress			Some items like Mercury and Lead are difficult to deal with on island; ongoing work in this area.	ongoing	2006	No End Date (Continuous)
Procurement (non-paper supplies)							
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	Complete			Policy Implemented		2007	2009
Require a minimum purchase of sustainable, and organic food and beverages supplied by contracted food suppliers or caterers	Complete			All catering is local, non mass manufactured, since 2007		2007	No End Date (Continuous)
Indoor air quality							
Enforce a scent-free policy (e.g., no strong perfumes, deodorants, etc.)	Complete			Policy Passed early 2009		2008	2009
Commuting to and from home							
Introduce telework/work from home policy	Ongoing/In Progress			Only applicable to a very few employees as we are a school district	none	2008	No End Date (Continuous)
Offer staff a compressed work week	Complete			Only applicable to a very few employees as we are a school district		2007	2009