



**School District 5**  
**Southeast Kootenay**

## **Carbon Neutral Action for 2017**

### **Emissions Reduction Report**

#### **Declaration statement**

This is the 2017 Carbon Neutral Action Report (CNAR) for School District No. 5. This report contains our 2017 emissions profile, offsets purchased, the actions we have taken in 2017 to reduce our GHG emissions and our plans to continue reducing emissions in 2017 and beyond.

By June 30, 2018, School District No. 5 final CNAR Report will post to our website at  
[www.sd5.bc.ca](http://www.sd5.bc.ca)

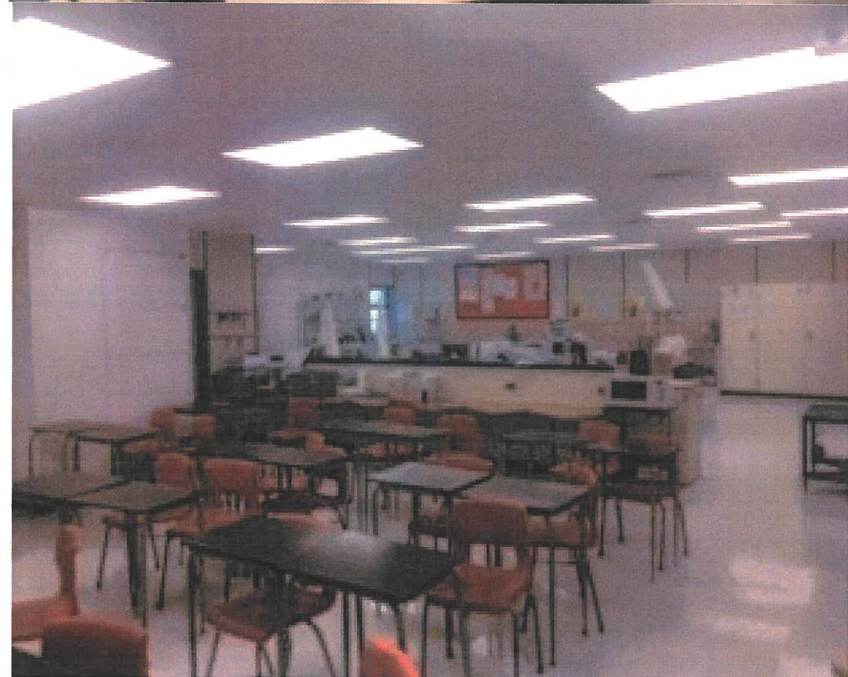
#### **Overview**

School District No. 5 has continued to work towards reducing emissions this year in technology, electrical and HVAC. As you will read, we have been working towards our goal of carbon neutrality. All of our departments continue to be in the mindset of reducing unnecessary emissions where they can; this is from removing inefficient printers to purchasing energy saving appliances. I believe our goal of working with staff and students to become more energy wise has paid off and will continue to pay off in the years to come. School District No.5 was one of five districts working with the Government and BC Hydro to hire an Energy Manager who will be helping us to reduce our Carbon Footprint. I have included a number of our successes below.

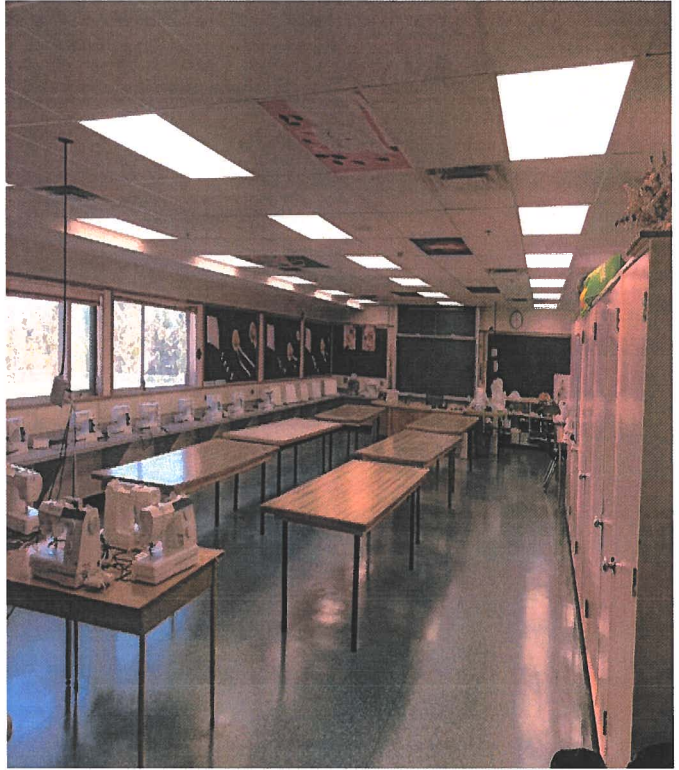
**Technology:** We have now started to move forward with our revised Five Year Tech Plan. With this new plan, we will be reducing the amount of hard drive space and servers in our data center. We have just completed moving our Power School servers to the cloud to further help in reducing our carbon footprint. Early last year we also completed our process of moving our staff and students Office 365.

**Electrical:** Our district has been replacing older light fixtures with LED Lights and Kits where possible. This reduces the use of KWH by an average of 40 %.

Elkford Secondary had their whole school completely fitted this past year with LED lights. With the completion of this project staff now have the ability to reduce light levels in their classrooms as all classrooms have been fitted with dimmer switches. The Capital Plan for 2017/18 approved LED lighting upgrade for Elkford Secondary School.



Another school that had a complete upgrade to LED was Laurie Middle School. This project used AFG funds to be completed.



We will be continuing to upgrade to LED throughout our district.



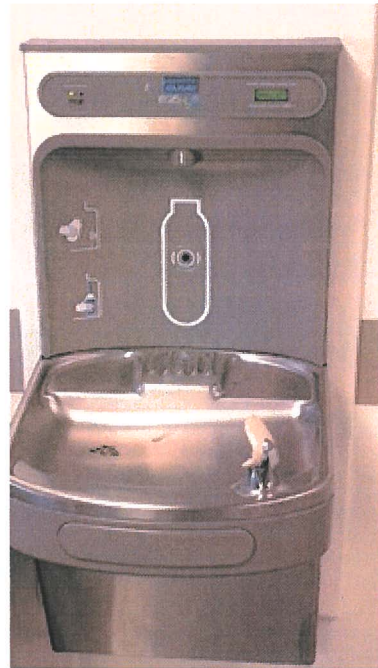
## HVAC:

Jaffray Elementary/Secondary had a HVAC upgrade this past year. This included a number of older furnaces being replaced along with the air duct system. We also put in a hot water recirculating system to help have the hot water from the upgraded hot water tanks more readily at hand. This will save on running the water for a longer period waiting for the hot water to arrive.

Our 5-year plan will include more Energy efficient boilers for Schools with older system. We are also looking into the feasibility of Thermal heating system in some of our locations.

## Plumbing:

We have now installed at least one of the Elkay Water Bottle Refilling Station into all of our schools. These Fountains provide cooler filtered water to our staff and students who bring in their own water bottles. There is a counter on the fountain that reads "Help eliminate waste from disposable plastic bottles" This will encourage our Staff and students to bring their own bottles.



## Our Schools

School	Contact	Carbon Footprint
Highlands	Bill Johnson	<p>At Highlands, we have a recycling program for both refundable and non-refundable materials. We also have a garden and traditional composting program as well as worm composting. We also run Wasteless Wednesday with challenges for classes to bring no garbage (only reusable containers) for lunches and snacks.</p> <ul style="list-style-type: none"> <li>• recycling program</li> <li>• composting (with worms)</li> <li>• motion activated room lights</li> <li>• filtered water fountain (reduction use of plastic water bottles)</li> <li>• wasteless lunch Wednesdays</li> <li>• idle-free zones</li> <li>• encouraging students and staff to walk or bike to school</li> </ul>
Laurie	Michelle Sartorel	<p>Recycling - early stages of greater buy in! (Cardboard, paper and plastics)            Refundables - sold to support an African school project (kimmi Toyota)            Encorp sign up this year            Composting - started last year - beginning stages of promoting awareness            Battery recycling - on its way in            Stewardship grade 7 class - promoting reduction, social awareness, whole school buy in. School yard clean up            Garden boxes - herbs &amp; flowers            LED low lighting pilot project</p>
FSS	Linda Christenson	<p>All Grade 7's are part of the composting project:            May 1st- Ashley Taylor (Valley Vitals) to do a presentation to all Grade 7's about composting, the data of Fernie Food Waste            May 21st to June 25th- We will establish a pilot project looking at food waste and then track the amount we will take out of the landfill.</p>

		<p>Science Grade 9's are looking at reducing One Use Plastics. "Re-think Plastics" ~ Wildsight</p> <p>Leadership Grade 8/9 are looking at Cigarette campaign, One Use Plastic - looking at raising money to place cigarette butt container near school property.</p> <p>Staff usually does Ride Your Bike to Work Week- May 28th- June 1st... Students ride bikes daily and we need more bike racks to accommodate.</p> <p>Resource room students collect recyclable bottles on a daily basis at FSS. Bins are placed in hallway.</p> <p>Earth Day – classes made reusable bags out of t-shirts</p> <p>Cafeteria uses all biodegradable one use containers (will be exploring options in future)</p> <p>District – Joe indicated FSS would have a lighting change this summer to reduce carbon footprint. Filtered water fountains encourage bring your own bottle.</p>
Jaffray	Erin Boehm	The only carbon reducing initiative at JESS right now is a school wide recycling program; we were composting but accidentally froze the red wigglers in the winter cleaning!
GTES	Michelle I.	At GT, we have both a recycling and composting program that the classes run. We do a good amount of walking field trips as much as we can. We are fortunate to be so close to Elizabeth Lake. When we do book busses we fill them and only book when we have to
TMRES	Carissa Hart	We have a composting program at our school. Suzie Palmer, our Ab Ed Support worker, takes it away weekly for her goats and chickens.

		<p>Our grade 5 students do the refund-it recycling program with Mrs. Galvin. They use the funds raised to support their classroom learning.</p> <p>Our library teacher, Janice Mayer, re-uses photocopy paper that has one side blank for her library club.</p> <p>When we have Pancake breakfasts, we ask students to bring in their own plates and cutlery.</p> <p>We are proud of our school garden and want to add garden beds to it so that students can grow their own food.</p> <p>Our grade 6's held a litterless lunch for earth day; we encourage families to continue to decrease their garbage.</p> <p>Many teachers teach kids to plant food. Our grade 2/3 class is growing tomatoes and just finished growing beans. Our French K class with Carrie Heyde is learning about different ways to grow food. They have already used seeds and now they are learning to separate mint roots to grow more mint. Ingrid DeKlerk also grows food and puts them into our existing garden beds.</p> <p>We support initiatives like Bike to Workweek.</p> <p>One thing we would like to do is to start to recycle our brown paper towel. I am also looking for a fundraiser that sells eco-friendly lunch gear.</p>
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**In Conclusion:** School District No.5 is working to reduce our use of energy and save resources where possible. In the future, we will become more energy efficient and reduce our consumption even more.


### Emissions and Offset Summary Table

<i>School District No.5 GHG Emissions and Offset for 2017 (tCO<sub>2</sub>e)</i>	
<b>GHG Emissions created in Calendar Year 2017:</b>	
Total Emissions (tCO <sub>2</sub> e)	2888
Total Offsets (tCO <sub>2</sub> e)	2333
<b>Adjustments to GHG Emissions Reported in Prior Years:</b>	
Total Emissions (tCO <sub>2</sub> e)	N/A
Total Offsets (tCO <sub>2</sub> e)	N/A
<b>Grand Total Offsets for the 2017 Reporting Year:</b>	
Grand Total Offsets (tCO <sub>2</sub> e)	2333

### Retirement of Offsets

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, School District No. 5 (Southeast Kootenay) is responsible for arranging for the retirement of the offsets obligation reported above for the 2017 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment ensuring that these offsets are retired on the Organization's behalf, the Organization will pay within 30 days, the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

### Executive sign-off

Signature  \_\_\_\_\_ Date May 24/18 \_\_\_\_\_  
Name (please print) Robert G. Norum \_\_\_\_\_ Title Secretary Treasurer \_\_\_\_\_



# Part 1: CNAR Survey

## 1. General Information

Name: Joe Tank

Contact Email: joe.tank@sd5.bc.ca

Organization Name: School District No.5

Sector: School District

## 2. Stationary Sources (eg. Buildings, Power Generators): Fuel Combustion, Electricity use, Fugitive Emissions.

During 2017, did your organization take any of the following actions to support emissions reductions from buildings? (please select all that apply)

Performed energy retrofits of the organization's building(s)

2. Stationary Sources - Other? Please specify: We installed LED lighting in Elkford Secondary School and Laurie Middle School.

If you selected "*Performed energy retrofits of the organization's building(s)*":

How many buildings were retrofitted?: 2

If you selected "*Built, or are building new LEED Gold or other "Green" buildings*":

How many new "Green" buildings?:

Did your Organization perform any retrofits during 2017? Please describe briefly:

We upgraded our 2 school to LED lighting.

## 2a. Stationary Sources (eg. Buildings, Power Generators): Fuel Combustion, Electricity use, Fugitive Emissions.

Please briefly describe your organization's plans to continue reducing emissions from its stationary sources:

### a) Over the next 1-5 years

We will continue to remove old lighting and replace with LEDs throughout the district. We put in for more efficient heating sources every year and will continue to upgrade when we can. We purchase energy efficient vehicles every year. We also try to cut all travel down where we can.

### b) Over the following 6-10 years

We are looking at moving towards a Thermal heating source as a test in a couple of our schools. If this works we may move to this kind of energy source.

## 3. Mobile Sources (Vehicles, Off-road/portable Equipment): Fuel Combustion:

During 2017, did your organization take any of the following actions to support emission reductions from its mobile sources? (please select all that apply)

Replaced existing vehicles with more fuel efficient vehicles (gas/diesel); Took steps to drive less than previous years

3) Mobile Sources - Other? Please specify: Every vehicle we purchase is the most efficient one available that will do the job we require. We do more video conferencing and skyping to cut down travel.

If you selected "*Replaced existing vehicles with more fuel efficient vehicles (gas/diesel)*":

How many vehicles?: 1

If you selected "*Replaced existing vehicles with hybrid or electric vehicles*":

How many vehicles?:

## 3a. Mobile Sources (Vehicles, Off-road/portable Equipment): Fuel Combustion:

Please briefly describe your organization's plans to continue reducing emissions from its mobile sources:

### a) Over the next 1-5 years

We are trying to lower the number of vehicles each year where we can. We may look at electric or Hybrid vehicles in the next year or two.

### b) Over the following 6-10 years

## 4. Supplies (Paper): Indicate which actions your PSO took in 2017:

During 2017, did your organization take any of the following actions to support emissions reductions from paper supplies? (please select all the apply)

None of the above

If you selected "*Had a policy requiring the purchase of recycled content paper*":

State the required recycled content here (30%, 50%, 100%):

If you selected "*Had a policy requiring the purchase of alternate source paper (bamboo, hemp, wheat, etc)*", which type of alternate source paper did you use?

Please briefly describe your organization's plans to continue reducing emissions associated with its office paper use in future years.

## 5. Other Sustainability Actions

### a) Business Travel

During 2017, did your organization take any of the following actions to support emissions reductions from business travel? (please select all that apply)

Encouraged alternative travel for business (e.g. bicycles, public transit, walking); Encouraged or allowed teleworking or working from home

### b) Education/Awareness

During 2017, did your organization have any of the following programs or initiatives to support sustainability education and awareness? (please select all that apply)

A Green, Sustainability or Climate Action Team; Supported or provided education to staff about the science of climate change, conservation of water, energy and/or raw materials

### c) Other Sustainability Actions

During 2017, did your organization have any of the following programs or initiatives to support sustainability? (please select all that apply)

A water conservation strategy which may include a plan or policy for replacing water fixtures with efficient models; An operations policy or program to facilitate the reduction and diversion of building occupant waste (e.g., composting, collection of plastics, batteries) from landfills or incineration facilities; Green procurement standards for goods (e.g., office furniture, etc.)