

Title: *School District 82 – Coast Mountain “2017 Carbon Neutral Action Report”*

Organization name: *School District 82 – Coast Mountain*

Declaration statement: This Carbon Neutral Action Report for the period January 1st, 2017 to December 31st, 2017 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2017 to reduce our greenhouse gas emissions and our plans to continue reducing emissions in 2018 and beyond.

By June 30, 2018 *School District 82 – Coast Mountain* final *Carbon Neutral Action Report* will be posted to our website at cmsd.bc.ca.

Emissions and Offset Summary Table:

[Organization X] GHG Emissions and Offset for 2017 (tCO₂e)	
GHG Emissions created in Calendar Year 2017:	
Total Emissions (tCO ₂ e)	3,178
Total Offsets (tCO ₂ e)	3,165
Adjustments to GHG Emissions Reported in Prior Years:	
Total Emissions (tCO ₂ e)	0
Total Offsets (tCO ₂ e)	0
Grand Total Offsets for the 2017 Reporting Year:	
Grand Total Offsets (tCO ₂ e)	3,165

Retirement of Offsets:

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, *School District 82 – Coast Mountain (the Organization)* 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 and Climate Change Strategy 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.

Overview:

In 2017 school district #82 was began using the School Dude utility manager software. We took all our utility bills from the last 5 years and manually entered the data into the software by redirecting some time from the accounting/payroll dept to assist with the data entry. This is now 95% complete and will enable proper benchmarking for each site with regards to the energy use. The reports generated are easily shared with site administrators and assist with our education efforts towards accountability and comparisons between sites.

In 2017 phase #2 of a HVAC upgrade funded by SEP at Thornhill elementary removed a mixed system of electric baseboard heaters without DDC controls and tied all the buildings heating system to the boiler system that was installed in phase #1 with DDC controls and energy saving measures that balance occupancy, CO2, and heating needs. This included changing a portion of the buildings single pane wood frame windows to a more efficient twin seal units with improved insulation and sealing around them.

The Regional District of Kitimat and Stikine introduced a mandatory system for recycling in our area that significantly affected the culture towards paper products and their use within the Schools. We worked with RDKS reps and piloted the removal of all garbage cans from classrooms and provided central recycling pods in the hallways , 1pod for every 4 classrooms that contained signage to encourage recycling rather that waste. Info sessions were held for all administrator and tale home material was provided for them to give to all teachers. To begin the year all classrooms in Terrace had 1 small garbage can and 1 container for all mixed recycling. The program has reduced our mixed waste production to 50% and overall paper consumption dropped significantly.

In 2018 the board for SD#82 passed a new policy #4035- energy and sustainable conservation policy. The regulation for this policy contains the creation of a strategic energy management strategy. Staff in the facilities dept are working toward the creation and adoption of the strategy and look forward to implementing further efforts to reduce SD#82's carbon foot print.

In 2018 we will be expanding the recycling program to the Hazelton and providing the same take home materials and training for administrator. Our information from the Utility software system will be sued to share quarterly reports to our administration to assist with finding opportunities for further reductions and cultural improvements.

2018 is underway and Phase#2 of a Geothermal heating system upgrade at Hazelton Secondary including DDC controls upgrade should provide a sizable reduction in the district propane consumption as this school is he largest consumer of this resource.

Executive sign-off: **[To be signed by a senior official, such as CEO, COO or Superintendent]**

Signature K McIntosh Date May 31/18

Name (please print) KATHERINE M^CINTOSH Title SUPERINTENDENT

Part 1: CNAR Survey

1. General Information

Name: travis elwood

Contact Email: travis.elwood@cmsd.bc.ca

Organization Name: coast mountains board of education

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: installed LED bulbs in 2 elementary schools and phase 1 of a geothermal heating system at a high school

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

How many buildings were retrofitted?: 3

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:

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 ask that each school and school department carefully consider the paper they request . then all requests are combined and compared by the purchasing dept. Any group that seems higher than the norm is questioned regarding the need of the order

b) Over the following 6-10 years

standardize the order to a per student amount

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

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

How many vehicles?: 2

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

more efficient models. car pooling and video conferencing more

b) Over the following 6-10 years

centralizing resources and reducing # of mobile units

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)

Had an awareness campaign focused on reducing office paper use

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.

education and recycling at sites

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)

None of the above

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)

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)

None of the above

5b) Other Sustainability Actions - Other? Please specify:: recycling at each site of all paper and plastic and cardboard