

**August 19, 2024 - Gear up for the New School Year**

**Tweak existing programs, plan for volunteer transitions, implement new programs.**

**AGENDA**

**Screen Share - Amber**

**Record Meeting - Todd**

**Enable AI - Todd**

**Opening 1:00 pm (10 minutes)**

- Greeting and welcome new members – discuss why this group was formed

This series of informal discussions will involve municipalities that have an investment in waste reduction and diversion in K-12 schools. Members of this working group will meet virtually four times over the course of the school year with other municipal officials and volunteers to review topics, share experiences and learn from peers while working on the funding, marketing, implementation and management of school waste reduction and diversion programs. Best practices will be created in this working group. Each municipality will work with their own school district to implement these programs. Subcommittees will be formed as needed to work on specific projects pertinent to implementing the goals of the working group.

- Things to note
  - All municipal buildings, including schools, are required to have recycling in place in order for the municipality to qualify for MassDEP grants
  - In addition to Green SWoRD, the Green Team is another resource
    - Schools must be registered annually: <https://thegreenteam.org/forms/registration/>
    - Eligible for equipment including recycling bins, yard composter, resources including school curriculum on waste reduction programs
  - Green SWoRD and the Green Team will be tabling at:
    - Massachusetts Facility Administrators Association (MFAA) Conference on October 23 - <https://massfacilities.com/events/2024-fall-conference/>
    - Massachusetts Association of School Committees (MASC) & Massachusetts Association of School Superintendents (M.A.S.S.) on November 7 - <https://www.masc.org/event/jtc/>
- Google site:  
<https://sites.google.com/view/ma-green-sword-k-12-schools/2024-2025-home>
- Google group:  
<https://groups.google.com/g/ma-green-sword>
- **Agenda: summary from working groups; presentation on K-12 Reuse Initiatives; check in with members**

**Update on Subgroups**

- **Institutionalizing School Waste Reduction & Diversion Policies - Discussion 1:10 (10 minutes)**
  - Developing a job description for a Sustainability Champion for schools
  - Next policies we'd like to start looking at include
    - Food Rescue

- Package Reduction
  - Ask for munis with programs in place to send
- o Next meeting is June 1 at 9:30am
- **School Organics Collection for On-Site & Off-Site Composting - Discussion 1:20 am (5 minutes)**
  - o Developing a job description for a composting steward for school districts - paid position
  - o Directory for school composting vendors that will specifically work with schools and the areas they serve
  - o Pulling together School Compost guide
  - o Creating brief guidelines for starting up composting at different school levels
    - Melissa Eusden - Wakefield - elementary schools
      - Video: [Wakefield's Greenwood and Walton Food Rescue Program](#)
    - Elizabeth Bone - East Longmeadow - Focus on middle and high schools, but you are welcome to talk about how your entire program developed
      - Powerpoint Presentation
    - Gail/Marlene - School Composting handout created by subgroup - will highlight Ipswich High School's sorting station - Marlene may add information as she deems necessary
      - [School Composting Handout](#)
  - o What's next?
    - Checklist for school administrators to gear up now for composting in the fall
      - Purchase bins
      - Assemble sorting station
      - Get signage - update
      - Get staff on board - custodians, kitchen, cafeteria
      - Recruit School Green Team members and leader
      - Recruit volunteers - help to monitor
      - Make sure compostables are BPI certified for composting
        - o Ask on google sites - Green SWoRD and Recycle-MA
      - Connect with who is on the ground
        - o Get suggestions for improvements
  - o Next meeting TBD
- **School Sustainability Program Kickoff & Events – Discussion 1:25am (5 minutes)**
  - o Created Flyer for End of School Locker/Desk Cleanout
    - [FINAL V End of The School Year Recycling and Reuse Relay DEP WLMP.png](#)
    - Save natural resources - collect and reuse items in classroom
  - o Effective ways to reintroduce recycling and composting
  - o Next meeting is May 17 at 9:30am
- **Transitioning from Single Use Disposable to Reusable Food Serviceware - Discussion & Presentation 1:30 (20 minutes) *Zero Waste Organizer ReThink Disposable MA***
  - o Focus will be on dishwashers, milk dispensers, trays and plates
  - o Working on providing information for the DESE Newsletter
    - Topics to include food waste, food code and share table guidance, locker/desk cleanout
  - o Will be reaching out to Food Service Managers, Facilities Managers who oversee custodial staff where there are strong programs in place for reusables

## Statewide Solid Waste Reduction & Diversion Working Group - Green SWoRD

- Hoping to have munis present at a future meeting or conference
- o Next meeting is scheduled for May 30, 2023 at 11am

Segway to....

**Introductions: Name, municipality, your role, one way you're celebrating Earth Day - Discussion 1:50pm (35 minutes)**

**Closing 2:25am (5 minutes)**

- Recruit for all subgroups
  - o Need new members for the new school year
- Next Meeting – TBD