CLIMATE RESOLUTIONS UPDATE

submitted by Thomas Lamb, COO

Attached, please find the following items:

Climate Resolution Motion
Passed by BOE at September 26, 2022 Meeting

Resolution # 2
Will need to be done in conjunction with a new transportation contract.
Will be spoken to.

Resolutions #3
Citywide School Building and Stewardship Committee

Resolution # 5
Food Service Task Force

Resolution # 6
The district has an Energy & Sustainability Manager with ABM.
Will be spoken to.

Resolution # 8
Recycling
Climate Resolution Motion
Passed by BOE at September 26, 2022 Meeting

I move that we adopt and approve the action items of the New Haven Climate Movement’s NHBOE Emergency Climate Resolution (listed below), and direct that all items are reported on in the April 26, 2023, BOE meeting:

NOW BE IT THEREFORE RESOLVED that the New Haven Board of Education takes immediate actions to mitigate climate change by reducing the carbon footprint and ensure an effective transition to clean energy and sustainable operations.

1. BE IT FURTHER RESOLVED that the Board of Education will attempt to mobilize appropriate financial and regulatory assistance from City, state and federal authorities, and will aim to reduce their greenhouse gas emissions by 100% on or before December 31, 2030, reflecting the United Nations’ “now or never” urgency to act.

2. BE IT FURTHER RESOLVED that the Finance & Operations Committee will aim to create a plan within six months of passage of this Resolution on reducing transportation carbon emissions and other air pollution including electrifying all school buses and other Board of Education vehicles by 2030.

3. BE IT FURTHER RESOLVED that the Citywide School Building and Stewardship Committee will aim to create a plan within six months of passage of this Resolution on reducing energy use in all facilities, increasing efficiency, and on electrifying energy in buildings to the greatest extent possible.

4. BE IT FURTHER RESOLVED that the Teaching and Learning Committee will aim to create a plan within six months of passage of this Resolution on fully incorporating climate and public health education at all grade levels appropriate for helping students and families prepare for the growing climate threat and help them play a role in reducing negative health impacts.

5. BE IT FURTHER RESOLVED that the Food Service Task Force will aim to create a plan within six months working with the New Haven Food Policy Council to expand access to locally-grown, healthy, sustainable food, decrease packaging waste, and increase opportunities for food donation, food rescue, and composting.

6. BE IT FURTHER RESOLVED that the Board of Education will recognize the urgent nature of the climate emergency and allocate the resources to fully fund these projects. For example, hiring consultants, hiring a full-time climate coordinator staff member, having the district’s grant writer come up with resources, etc.
7. BE IT FURTHER RESOLVED that the Board of Education will review public health analysis of climate impacts on students and families (like the Yale Climate Change and Health in Connecticut 2020 Report). Then, recognizing the impacts of heat waves, floods, extreme storms, etc, on learning, the Board will aim to report back within six months with a plan how schools can help students and families prepare for and limit coming climate driven negative health impacts.

8. (amended to the motion during the meeting) BE IT FURTHER REOLVED that the F&O Committee will aim to create a plan within 6 months of passage of this resolution, to develop a plan to recycle glass, plastic and paper products.
NHPS Climate Resolution 3

Citywide School Building and Stewardship Committee
Meeting Date: April 13, 2023
Presented by: Thomas Lamb, Chief Operating Officer
**STRATEGIC PLAN : SY 2020-2024**

**Core Values**

We believe...

1. **Equitable opportunities** create the foundation necessary for every child to succeed.

2. **A culture of continuous improvement** will ensure that all staff are learners and reflective practitioners.

3. **High expectations** and standards are necessary to prepare students for college and career.

4. **Collaboration** and partnerships with families and the New Haven community will enhance learning and achievement.

**Mission**

To provide all students in New Haven Public Schools with personalized, authentic, and engaging learning experiences through creativity, exploration, innovation, critical thinking, problem-solving, and high quality instruction. To foster a culture of continuous improvement through collaborative partnerships with staff, families, and the New Haven community. To support students’ growth and development by utilizing the Whole Child Framework.

**Vision**

Our vision is to be a premier urban school district that ensures access to equitable opportunities and successful outcomes for all students as they prepare for college, career, and life.

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**Priority Areas for 2020-2024**

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<tr>
<th></th>
<th>Academic Learning</th>
<th></th>
<th>Culture &amp; Climate</th>
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<td>Youth &amp; Family Engagement</td>
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<tr>
<td>5</td>
<td>Operational Efficiencies</td>
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WWW.NHPS.NET
3. BE IT FURTHER RESOLVED that the Citywide School Building and Stewardship Committee will aim to create a plan within six months of passage of this Resolution on reducing energy use in all facilities, increasing efficiency, and on electrifying energy in buildings to the greatest extent possible.
Goals of Energy Management Plan

- Maximize efficient operations of existing building systems through effective preventative maintenance
- Plan for the fascial responsible replacement of aging building systems to reduce reliance on fossil fuels where possible
- Manage, measure, and reduce through conservation efforts: energy, water, and waste
- Minimize pollution and reduce district carbon footprint
- Ensure compliance with local, state, and federal building codes
- Engage the district: leadership, staff, and students
Facts

- America’s 120 million buildings consume a prodigious amount of energy.

- Residential and commercial buildings account for almost:
  - 39 percent of total U.S. energy consumption
  - 38 percent of U.S. carbon dioxide (CO₂) emissions.

- Nearly all of the greenhouse gas (GHG) emissions from the residential and commercial sectors can be attributed to energy use in buildings.

- For a typical company, energy costs can account for as much as 10% of the annual operating budget; electricity accounts for nearly 75% of that cost.

- Between 10 and 50% of building energy use is wasted!
Energy Management Best Practices

Each of the best practices fall into one of the following four major categories:

1. Management—energy-efficient building operation and the “big picture.”
2. Teamwork—energy-efficient building operation is everybody’s business.
3. Resources—information saves time and money.
4. Energy-Efficient O&M—expanding the preventive maintenance program.

Management
Best Practices

1. Goals

2. Planning

3. Energy Audit, Accounting & Reporting
Incorporate Goals for Energy Efficient Building Operations into the Strategic Plan:

- Gathers the attention of senior management by increasing their understanding of efficient operation as part of asset management.
- Efficient building operation reduces operating costs.
- Senior management support for the O&M in general and for energy-efficient building operation in particular.
- Establish energy-efficient operation as a specific goal for the Facilities department.
Planning

Require an Energy Management Plan with Energy Efficient Operations as a Key Component.

- Energy Management Plan is a strategic, rational way to examine energy investment choices using data on energy use in facilities.
Effective energy management planning focuses on:

- Purchase or produce clean and reliable energy at the lowest cost.
- Replacing old equipment and systems with new, efficient technologies.
- Operating energy consuming equipment in the most efficient manner as per design.
- Creating a written energy management plan that not only includes fuel purchasing and equipment replacement but equally emphasizes strategies for efficient building operation.
- Optimizing energy cost savings by efficiently operating existing equipment and reducing inappropriate or premature capital outlay.
Energy Management Planning

Source: Energy Star Guidelines for Energy Management
Energy Management Plan

- Background
- Energy Management Policy
- Energy Management Team
- Energy Baseline
- Energy Conservation Targets
- No/low cost Energy Efficiency Initiatives
- Energy Capital Reserve
- Conservation Capital Projects
- Financial Planning and Analysis
- Engage Leadership and Staff
- Measurement and Verification
- Documentation Maintenance
Audit, Accounting & Reporting

Provide a basic foundation for a successful Energy Management Plan:

- Conduct an Energy Audit (Best Practice 10).
- Provide a basis for setting realistic energy savings goals.
- Record and track the progress of energy saving strategies.
- Identify Energy Capital Reserve.
- Identify possible areas for improved Operations & Maintenance (O&M).
- Motivate O&M staff by continually giving them feedback through data and reports.
Engaging the Organization

- Technological change
- Organizational change
- Behavioural change
- Success

Diagram illustrates the interrelatedness of technological, organizational, and behavioural changes, highlighting the importance of success in ensuring effective engagement within an organization.
Teamwork
Best Practices

4. Staffing
5. Training
6. Outsourcing
7. Partnerships
Staffing

Employ a staff member whose primary focus is developing and implementing the organization’s Energy Management Plan:

- The school district through hour contract with ABM has hired an Energy and Sustainability Manager.
- Seek, up-to-date energy management training for staff assigned to energy management roles.
- Explore how to obtain memberships in organizations that specifically support energy management for school districts.
Training Goals

Train building operations in energy efficient practices:

- Employ a confident, sophisticated, and motivated facilities staff that has a clear understanding of how to operate the building’s energy-consuming systems efficiently no matter how sophisticated the technology.

- Develop a training plan for Facilities Team using in-house resources as well as classes, conferences, and seminars that focus on energy-efficient building operation.

- Obtain necessary training or certifications for Building Management Systems Operations
Energy University is a **FREE**, online, educational resource, offering more than 200 vendor-neutral courses on energy efficiency and data center topics to help you identify, implement, and monitor efficiency improvements within your organization.
Vendor Management

Require Service Contracts that Support Energy Efficient-Building Operation:

- Increase the quality of the service provided by the service contractor.
- Increase service contractor accountability for both maintenance and efficient building operation.
- Instill confidence that the service contract works to efficiently operate and maintain building equipment.
- Obtain, sustain, and in some cases increase the energy savings and equipment life generated by the service contract.
Partnerships

Acknowledge Energy-Efficient Operations as a Cross-Functional Activity:

- Increase energy savings and equipment life by educating equipment users on how to properly operate energy consuming devices.

- Reduce Operations and Maintenance problems and trouble calls for O and M staff.

- Identify staff who operate energy consuming equipment and who influence when, why, and how the equipment is operated. Develop partnerships with these individuals regarding proper equipment operation.

- Involve these individuals in the energy management process through education. Instruct them in how to operate new equipment and give them fact sheets that put to rest misconceptions about operating equipment.

- Periodically remind equipment users such as custodians and staff to turn off equipment when not in use, especially when they leave the area for an extended period of time.

- Take advantage of meetings, company newsletter, e-mail, stickers, and other opportunities to issue these reminders. Work with district Director of Communications to develop Energy Management Newsletter.

- Perform periodic night and weekend audits to discover what equipment is operating that could be turned off; i.e., including lights and office equipment.
ENERGY STAR

- Is about more than products. In fact, since 1992, EPA has also worked with organizations to help them save money and reduce greenhouse gas emissions by making their buildings and plants more energy efficient.

- Every year, they’re saving more than $9 billion and preventing nearly 120 million metric tons of greenhouse gas emissions from entering our atmosphere. Learn how ENERGY STAR can help you create a better building, a better bottom line, and a better world.
Energy Star

Build an energy program
• Guidelines for energy management
• The business case for energy efficiency
• Financing strategies and incentives

Benchmark energy use
• Learn about benchmarking
• Use ENERGY STAR tools

Improve energy performance
• Improve commercial buildings
• Find guidance for design projects
• Manage energy use in manufacturing
• Develop programs and policies

ENERGY STAR in action
• Programs and policies leveraging ENERGY STAR
• Green buildings and ENERGY STAR

Earn recognition
• For your building or plant
• For your commercial new construction project
• For your organization

Communicate and educate
• Communications toolkit
• The value of ENERGY STAR
• What others are doing
Best Practices

8. Energy Management Standards

9. Tools

10. Energy Audits
Energy Management Standards

- ISO 50001 is based on the management system model of continual improvement. This international standard makes it easier for organizations to integrate energy management into their overall efforts to improve quality and environmental management.

- ISO 50001:2011 provides a framework of requirements for organizations to:
  - Develop a policy for more efficient use of energy
  - Fix targets and objectives to meet the policy
  - Use data to better understand and make decisions about energy use
  - Measure the results
  - Review how well the policy works, and
  - Continually improve energy management.
Energy Management Standards

The Seven Major Components to ISO 50001 Collectively Follow a Plan-Do-Check-Act Approach.

1. General Requirements
2. Management Responsibility
3. Energy Policy
4. Energy Action Plan
5. Implementation and Operation
6. Performance Audits
7. Management Review

Implementation, Cultural Changes and Tracking Program Success

Planning to Achieve Targets and Goals
Tools

Equip O & M Staff with State-of-the Art Diagnostic Tools:

- Provide O & M staff and managers with a state-of-the-art means of troubleshooting and detecting energy wasting malfunctions as well as obtaining immediate feedback on comfort and operational changes.
- Provide a method of measuring the results of discrete changes in operating strategies.
Energy Audits

Perform a Comprehensive Energy Audit:

- Identify the most immediate and cost-effective O & M tune-up activities that will lead to efficient building operation and meet management and user needs.

- Generate a master list of O & M improvements to assist management in budgeting and decision making.

- Document current O & M conditions as a baseline for comparing to future improvements.
Thank You

Questions?
### Comprehensive Savings from LED Lighting Projects

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Annual Cost Avoidance</td>
<td>$506,531 per year</td>
</tr>
<tr>
<td>Annual Energy Reduction</td>
<td>3,341,361 kWh per year</td>
</tr>
<tr>
<td>10 Year Energy Cost Avoidance</td>
<td>$5,065,310 ten year cost avoidance</td>
</tr>
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**2020-2021 LED Lighting Project Locations**
- Wilbur Cross
- Wexler Grant
- Mauro Sheridan
- Edgewood
- COOP
- Fair Haven

**New Haven Public Schools**
- Facilities Department
New Haven Public Schools
LED Lighting Upgrade Projects

OVERVIEW

General
Serving as Facilities Managers and on behalf of the New Haven Public Schools, GoTo Services (GTS) will oversee the LED lighting upgrade project for six New Haven Public School locations. These projects will be financed interest-free and will be paid through energy savings on the district’s United Illuminating bill.

Incentives
All six school projects will take advantage of the state funded Energize Ct. program designed to incent energy conservation projects. The program is administered through the United Illuminating Co for the New Haven territory. For the LED energy conservation measures, the Energy Opportunities (EO) program requirements were submitted for consideration and approved. This provided the GTS facilities management team to upgrade six different school locations without dipping into limited capital funds but instead paying for each school project using the EO ‘on-bill-financing’ option.

This no interest financing is paid for by the savings generated by the LED upgrade and added to the monthly bill for a 48 month term. After the projects are 100% paid, they come off the bill and the savings are fully realized. The EO program also provides generous financial incentives to perform these types of projects since they drastically reduce demands on the grid. These incentives provide motivation to replace older inefficient equipment with new high efficiency products and typically range from 30 – 50 percent of the total installed cost of the project, depending on the UI assessment of the actual equipment being installed. The incentive average for these six projects is 42%. The incentive amount is then deducted from the total amount financed for each location.

Third Party UI experts
UI conservation and load management experts worked with GTS/NHPS to identify the best savings opportunities. Once a project is identified, UI prepares the EO letters of agreement which specify the entire scope of the project, and each and every fixture being installed to assure the project meets the parameters required for the program. To do this, GTS management team submitted a detailed audit of each location that included manufacturer cut sheets and DLC listing numbers for each bulb/fixture, warranty details and pricing. Once accepted by UI, the EO agreement letter specifies the annual savings and incentive amounts for the project. Upon project completion a final UI inspection of the school is performed to verify all the conservation measures and associated equipment has been installed consistent with the EO application. Then, and only then, UI issues payment to the third party installer.

Increased Energy demands due to COVID-19
Per the recommendation of the 3rd party engineering company, Fuss & O’Neill, the Facilities Department has adjusted the run times of HVAC equipment wherever possible. Prior to COVID-19, equipment run times were 6AM-9PM and equipment was shut down on weekends unless the building was being occupied. The new HVAC run times are 4AM-10PM (18 hours/day) and will now operate on the weekends despite building occupancy. This equates to an additional 51 hours of run time per week, per school. This is 68% increase in operational hours.
GOALS: Financial, Visual & Environmental

- Reduce the carbon footprint of the NHPS
- Drastically lower lighting utility bills
- Reduce lighting maintenance demands by eliminating fluorescent tube lights and ballasts
- Create a more inviting and aesthetically pleasing environment for staff and students
- Take advantage of generous utility incentives to maximize ROI
- Lessen financial impact of HVAC adjustments due to COVID-19 ventilation recommendations.

20-21 PROJECT COST & SAVINGS SUMMARY (COMPLETED ON 2/10/21)

<table>
<thead>
<tr>
<th>Project</th>
<th>Date signed</th>
<th>Total Cost</th>
<th>Incentive</th>
<th>Annual Dollars Saved</th>
<th>Annual kWh Saved</th>
<th>Total LED tubes/ fixtures</th>
<th>Notes</th>
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<tr>
<td>Edgewood</td>
<td>11/18/2020</td>
<td>$7,283</td>
<td>$3,192</td>
<td>$1,197</td>
<td>7,981</td>
<td>8</td>
<td>On bill financing $85.23 x 48 months</td>
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<tr>
<td>Fair Haven</td>
<td>11/18/2020</td>
<td>$294,404</td>
<td>$132,482</td>
<td>$57,263</td>
<td>381,758</td>
<td>14,875</td>
<td>On bill financing $3373.38 x 48 months</td>
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<td>Mauro Sheridan</td>
<td>11/18/2020</td>
<td>$12,956</td>
<td>$5,589</td>
<td>$2,096</td>
<td>13,973</td>
<td>23</td>
<td>On bill financing $153.48 x 48 months</td>
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<td>Wexler Grant</td>
<td>11/18/2020</td>
<td>$92,337</td>
<td>$37,550</td>
<td>$14,081</td>
<td>93,874</td>
<td>4,669</td>
<td>On bill financing $1141.40 x 48 months</td>
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<td>COOP</td>
<td>11/11/2020</td>
<td>$171,079</td>
<td>$73,680</td>
<td>$27,630</td>
<td>184,200</td>
<td>8,055</td>
<td>On bill financing $2029.15 x 48 months</td>
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<td>Wilbur Cross</td>
<td>11/11/2020</td>
<td>$274,305</td>
<td>$98,031</td>
<td>$36,762</td>
<td>245,078</td>
<td>16,926</td>
<td>On bill financing $3672.38 x 48 months</td>
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<td><strong>TOTALS</strong></td>
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<td><strong>$852,364</strong></td>
<td><strong>$350,524</strong></td>
<td><strong>$139,029</strong></td>
<td><strong>926,864</strong></td>
<td><strong>44,556</strong></td>
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</table>

COST AVOIDANCE ($)

The projects listed above remain budget neutral for four years as the cost of the project is paid for by savings on the school’s utility bills. After the projects are paid off, the cost savings will fully be reflected on the bill.

**Annual cost avoidance for the all six projects: $139,029/yr**

**Total 10 year cost avoidance for all six projects: $1,390,290**

ENERGY CONSERVATION (kWh)

The NHPS is showing their commitment to the environment and carbon footprint reduction by taking these energy conservation initiatives.

**Annual kWh avoidance for all six projects: 926,864 kWh/yr**

**10 year kWh avoidance for all six projects: 9,268,640 kWh**
NEW HAVEN PUBLIC SCHOOLS

WEXLER GRANT

BEFORE

AFTER
NEW HAVEN PUBLIC SCHOOLS

WILBUR CROSS (continued)

BEFORE

AFTER
## Comprehensive List of LED Lighting Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Type</th>
<th>Total Cost</th>
<th>Incentive</th>
<th>Annual Dollars Saved</th>
<th>Annual kWh Saved</th>
<th>Total LED tubes/fixtures installed</th>
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<td>Barnard</td>
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<td>$55,294</td>
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<td>Barnard</td>
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<td>Benjamin Jepson</td>
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<td>Betsy Ross</td>
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<td>Clarence Rogers</td>
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<td>Columbus</td>
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<td>Conte</td>
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<td>Fair Haven</td>
<td>Interior</td>
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<td>Hill Central</td>
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<td>$2,096</td>
<td>10,860</td>
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<td>Nathan Hale</td>
<td>Interior (gym)</td>
<td>$14,391</td>
<td>$4,308</td>
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<td>New Horizon</td>
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<td>Quinnipiac</td>
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<td>Sound School</td>
<td>Exterior</td>
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<td>Wexler Grant</td>
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<td>$92,337</td>
<td>$14,081</td>
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<td>Wexler Grant</td>
<td>Exterior</td>
<td>$53,077</td>
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<td>Wilbur Cross</td>
<td>Interior</td>
<td>$274,305</td>
<td>$36,762</td>
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<td><strong>Totals</strong></td>
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Recognition for Energy Conservation

Energy Star

The NHBOE have received Energy Star Certification at nine of our schools:
Truman • Betsy Ross • Nathan Hale • HSC • Wexler Grant • Conte • Ross Woodward
Edgewood • Clinton Ave

Green Circle Award

Connecticut’s Department of Environmental Protection established the GreenCircle Award program in 1998 to recognize businesses, institutions, government agencies, individuals, and civic organizations who participated in energy conservation, transportation, pollution prevention or recycling related activities or projects that promoted natural resource conservation or environmental awareness.

The New Haven Board of Education were proud recipients of this award in 2016 for our energy conservation projects and energy conscious school construction.
Green Cleaning Program
Public Act #09-81 effective on or before July 1, 2011, each local and regional Board of Education shall implement a Green Cleaning Program for the cleaning and maintenance of school buildings and facilities in its district. No person shall use a cleaning product inside a school unless such cleaning product meets guidelines or environmental standards set by a national or international environmental certification program approved by the Department of Administrative Services, in consultation with the Commissioner of Environmental Protection. Such cleaning product shall, to the maximum extent possible, minimize the potential harmful impact on human health and the environment. Our program has expanded to incorporate the use of green cleaning micro-fiber cloths as well as the use of green cleaning equipment that is operated with batteries thus saving electricity while using significantly less water and cleaning product. On or before October 1, 2010 and annually thereafter, each local and regional Board of Education shall provide the staff of each school, and upon request, the parents and guardians of each child enrolled in each school, with a written statement of the school district’s Green Cleaning Program. Such notice shall include:

1. The types and names of environmentally preferable cleaning products being applied in schools
2. The location of the application of such cleaning products in the school buildings and facilities
3. The schedule of when such cleaning products are applied in the school buildings and facilities
4. The statement, "no parent, guardian, teacher or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect"
5. The name of the school administrator or designee who may be contacted for further information

Such notice shall be provided to the parents or guardians of any child who transfers to a school during the school year and to staff hired during the school year. Each local or regional Board of Education shall make such notice, as well as the report submitted to the Department of Education pursuant to subsection (a) of section 10-220 of the general statutes, as amended by this act, available on its web site and the web site of each school under such Board’s jurisdiction. If no such web site exists, the Board shall make such notice otherwise publicly available.

For more information on Green Cleaning, visit the following web sites:

CT Department of Public Health  www.ct.gov/dph/ieq
CT School Green Cleaning Product Laws  www.ct.gov
INFORM Cleaning for Health  http://informinc.org
CT Foundation of Environmentally Safe Schools  www.pollutionfreeschools.org

All required information, including S.D.S. information, is available at each school in the Green Cleaning Manual located in the custodial room

The State of Connecticut is requiring that each local and regional Board of Education implement a Green Cleaning Program for all school buildings and facilities in its district. New Haven Public Schools is committed to the implementation of this law by providing the staff and, upon request, the parents and guardians of each child enrolled in each school with a written statement of the school district’s Green Cleaning Program as well as making it available on its web site annually. The policy will also be distributed to new staff hired during the school year and to parents or guardians of students transferring in during the school year.
1. Green Cleaning Program means the procurement and proper use of environmentally preferable cleaning products as defined by the Department of Administrative Services (DAS) for all state owned buildings, schools and facilities. DAS currently requires that environmentally preferable cleaning products be independently certified by one of two third party certified organizations: Green Seal or Eco Logo.

2. By July 1, 2011 and thereafter no person shall use a cleaning product in a public school unless it meets the DAS standard.

3. The types of cleaning products covered in this legislation include: general purpose, bathroom, and glass cleaners, floor strippers and finishes, hand cleaners and soaps. The preferred green cleaning products used by this school district are listed on attachment “A”.

4. Disinfectants, disinfectant cleaners, sanitizers or antimicrobial products regulated by the federal insecticide, fungicide and rodenticide act are not covered by this law.

5. The following statement will be part of this school districts’ program as stated in the new law:

“NO PARENT, GUARDIAN, TEACHER OR STAFF MEMBER MAY BRING INTO THE SCHOOL FACILITY ANY CONSUMER PRODUCT WHICH IS INTENDED TO CLEAN, DEODORIZE, SANITIZE OR DISINFECT”

The implementation of this program requires the support and cooperation of everyone including administrators, faculty, staff, parents, guardians and facilities staff. Any questions concerning the program can be directed to the Custodial Supervisor at: 203-691-3923
Guidance for the Cleaning and Disinfection of Schools during the COVID-19 Pandemic

Consistent and proper cleaning and disinfection of surfaces inside school buildings is just one part of a system of procedures that will safeguard the health and safety of students, teachers, and school staff during the COVID-19 pandemic. Other important components of this system include physical distancing, face coverings, and efficient identification and isolation of sick students and staff. While contaminated surfaces are not thought to be a very effective mode of transmission for the virus that causes COVID-19 (especially when compared to direct face-to-face transmission of respiratory droplets), there is still believed to be some risk of transferring virus from one individual to another this way, so careful attention to proper cleaning and disinfection schedules and procedures can reduce the viable virus load in indoor spaces like schools. In addition, having in place enhanced protocols for the cleaning and disinfection of surfaces within each school, and the visible implementation of those procedures, will help to alleviate some of the fear that students, parents, teachers, and staff may be feeling about re-entering the school building this fall.

This guidance provides a framework for cleaning and disinfection practices that will allow schools to plan appropriately for fall reopening, including scheduling of cleaning tasks, equipment/product procurement, necessary staffing levels, procedural training, securing personal protective equipment (PPE), and the process of closing, cleaning, and reopening schools in the event of an outbreak. Links to additional sources of information are provided at the end of this guidance.

Before School Opens:

1. Perform routine cleaning. Any areas in school buildings that have been unoccupied for seven (7) or more days need only routine cleaning, not disinfection. The virus that causes COVID-19 cannot survive outside of the body for long periods and after seven (7) days, it is unlikely that any viable virus will have survived on any type of surface, even under ideal conditions.
2. Develop a Plan. Using the checklist below as a guide, develop a cleaning and disinfecting plan for your school buildings that identifies what areas need cleaning, what areas need cleaning and disinfection, a schedule for cleaning and disinfection, what cleaning and disinfection products are
needed, what personal protective equipment (PPE) is needed, and the person responsible for the cleaning and disinfection.

**After School Opens:**

1. Identify which areas need only cleaning and which need cleaning, followed by disinfection.

   - **Areas needing only routine cleaning include:**
     - Outdoor areas such as benches, tables, railings, and playground equipment. Do not spray disinfectants on these surfaces, as it is a waste of disinfection products, unnecessarily exposes children using equipment to disinfectants, and is not shown to provide any additional protection above routine cleaning alone. Cleaning of wooden surfaces outdoors is not recommended.
     - Areas or items located indoors that are not touched or used frequently, such as floors, walls, windows, carpeting, light fixtures, and air vents.

   - **Areas needing cleaning, followed by disinfection include:**
     - “High-touch areas”, which refers to hard surfaces indoors that are routinely touched by different individuals. Examples may include (but not limited to) desks and chairs, doorknobs, countertops, bathroom surfaces, copiers/scanners/fax machines, computer equipment, shared laptops, Chromebooks, or tablets, physical education equipment, locker rooms (benches, showers, and toileting areas), shared break room appliances, hand rails, door knobs, and light switches.
     - Any soft or porous materials that are shared by many individuals (such as blankets, towels, oven mitts, jerseys, etc.) need to be laundered frequently to properly disinfect them. Porous materials are not as easy to disinfect as hard surfaces, so it is recommended that porous surfaces that may be contacted by many different individuals throughout the school day but are not easily laundered (such as upholstered chairs, soft balls and other soft physical education items, etc.) be removed from shared use areas or programs.

2. Develop schedules for cleaning and disinfection

   - **Daily**
     - Routine cleaning of all areas of the school used during that day.
     - Cleaning and disinfection of “high-touch” areas that you have targeted in your plan.
• Twice Daily
  – Plan to clean and disinfect bathroom surfaces twice per day, especially during times of full occupancy in the school and in high-traffic bathrooms that are in areas where they are more commonly used.

3. Identify and procure appropriate cleaning and disinfection products for your facilities.

• Cleaning Products:
  – Detergent products (soap) and water are effective for surface cleaning and are very effective at removing the virus that causes COVID-19 from surfaces.
  – Instead of soap and water, commercially prepared cleaning products may also be used.
  – All cleaning products purchased by schools must comply with the Connecticut School Green Cleaning Law.
  – Consult the Connecticut Department of Administrative Services Environmentally Preferred Purchasing Program for cleaning products that comply with the Green Cleaning Law.

• Disinfection Products:
  – Select products listed on the Environmental Protection Agency’s List N. These products are approved for use against the virus that causes COVID-19.
  – If you use an EPA List N Product stating that it is both a cleaner and disinfectant, you must use the product twice. First, use the product to clean the surface. Let air dry then use product again, allowing it to remain on the surface for the contact time stated on the label.
  – Most products are for use on hard surfaces but there are a limited number of products approved for use on soft and porous surfaces.
  – Be sure to double-check products being sold that claim that they are on the EPA List N. EPA recently disseminated a Compliance Advisory related to fraudulent claims by product sellers about their ability to kill the virus that causes COVID-19.
  – To reduce the risk of asthma attacks triggered by disinfecting, aim to select disinfectant products from the EPA List N with “asthma-safer” ingredients (hydrogen peroxide, citric acid, or lactic acid), whenever possible.
  – Avoid products that can trigger asthma attacks, such as those containing sodium hypochlorite (bleach), quaternary ammonium compounds (quats), or peroxyacetic (peracetic) acid, whenever possible.
The Connecticut Department of Public Health recently released a circular letter (#2020-48) strongly advising against the use “Foggers” or tank sprayers for disinfection in schools. They are potentially dangerous to the custodial staff responsible for disinfecting areas and surfaces, as well as the other occupants of the building. Spraying or fogging of disinfectants in large quantities in school settings may lead to increased adverse respiratory and dermal issues for students and staff, unnecessarily wastes disinfectant products, negatively impacts school budgets, and does not replace the need for regular manual cleaning.

4. Train staff about how to use cleaning and disinfection products safely.

- Opening windows and/or ensuring ventilation system fans are running during cleaning and disinfecting will reduce exposure to the chemicals in these products.

- Custodial or other staff performing cleaning and disinfecting activities must receive appropriate training on how to properly use, store, label, transfer, and dilute (if appropriate) the specific products being used at each facility.

- Cleaning staff must be equipped with proper personal protective equipment (PPE), including gloves, eye protection, respiratory protection, and other protective equipment, as required by the product manufacturer. See the product label and SDS (Safety Data Sheet) for each product used for specific PPE recommendations.

- Follow the manufacturer’s instructions about how to apply disinfectant products, including dilution instructions (if product is not “ready to use”).

- In order to be effective at killing viruses, the disinfectant must be left on the surface for the amount of time stated on the label (also known as the “contact time”).

- Allow disinfected surfaces to air dry. Do not use fans or other mechanical means to shorten product drying times.

- If custodial or other staff who will be assigned cleaning and disinfecting tasks has asthma or other underlying respiratory problems, they should be given safety data sheets for the products that the school intends to use and receive medical clearance from their health provider before using any industrial or commercially-available cleaning or disinfection products.

Additional resources:


- University of Washington, Safer Cleaning, Sanitizing and Disinfecting Strategies to Reduce and Prevent COVID-19 Transmission: [https://osha.washington.edu/sites/default/files/documents/FactSheet_Cleaning_Final_UWDEOHS_0.pdf](https://osha.washington.edu/sites/default/files/documents/FactSheet_Cleaning_Final_UWDEOHS_0.pdf)

Food Service Task Force
Lunchrooms at New Haven Public Schools

• Currently use compostable paper products such as lunch trays at all cafeterias.

• No longer packages yogurts, salads or sandwiches.
Central Kitchen

• Purchases locally grown and locally produced products such as produce, bread, food products and milk.

• All food products are made in the USA.
Child Nutrition Services

- Fruit and vegetable surveys.
- School lunch menu options and alternatives.
NHPS

• Will encourage food share tables and provide refrigeration where possible in all cafeterias.

• Students will be allowed to leave unopened food in these areas for other students to take if they would like.

• This type of “food pantry” will be monitored.

• Large amounts of unused food will be collected by a local non-profit at the end of each week.
Partnership with Haven’s Harvest

- Haven’s Harvest is a local non-profit.
- Collect uneaten food.
- Redistribute the food throughout the community.
- Food donations will be tracked.
Composting
District-wide composting program for food scraps

- Partner with Center for EcoTechnology (CET).
- Begin with a pilot program of selected schools.
- Create “green teams” at each school.
- Provide educational resources for students and staff.
- Allocate proper composting receptacles and tools.
- Provide pick up service for schools where on-site composting is not possible.
Recycling
Significantly Increase the Recycling Rate of Glass, Plastic, Paper and Aluminum.

• New Haven Public Schools will partner with the Department of Public Works (DPW).
• Implement a district-wide recycling program.
• Acquire the correct amount of receptacles for each school.
• Clearly mark bins for designated items.
• Strategically place bins in areas to capture maximum use.
• Locate outside area for pick-up.
• Schedule pick-up frequency.
Task Force Members to Implement all Aspects of the Recycling Program

• Department of Public Works (DPW)
• Board of Education Member(s)
• Facilities Department
• Union Representatives
• Teacher’s Union Representatives
• Building Managers
• Principals/Building Leaders
• Student Groups
Educational Resources
Educational Aspects of a Successful Recycling Program

• Recycling education provided to all students and staff.
• Recycling education woven into K12 curriculum.
• Reduce and reuse resources will also be provided.
• Clear, concise signage will be placed at all recycling locations.
Recycling Efforts at NHPS

Northeast Lamp Recycling (NLR) for all light bulb pick-ups and recycling.
Other Forms of Waste Recycling

• Battery and ballast pick-ups at all school locations.
• Placing proper NLR bins at school locations to increase recycling rates.