

Oswayo Valley School District

Maintenance Procedure Recycling

We will be starting a "Zero Sort" recycling program in both buildings starting Jan 1st 2009. SDS, our trash collector, is doing this program. How it works, each room will have a recycle bin. All the recyclable materials will be put into these bins. The custodians will periodically pick up this material. The recyclable materials can be mixed since SDS has a sorting machine at their location. I suspect that we will not empty the bins each night since this will be clean material. This will save the custodians from making two runs, for trash and recyclable each day.

This program is good for the environment, saves our resources and saves us \$ in trash cost. One dumpster per building will be marked for recycling.

The following materials can be recycled:

Cardboard
Clean boxboard (shoe boxes/cereal boxes)
Office paper (white or colored)
Magazines, newspapers, glossy inserts
Office paper, junk mail, envelopes
Aluminum cans (must be empty and don't have to be rinsed out)
Tin cans (clean)
Glass bottles and jars, must be clean (no window glass)
Plastic bottles #1 -#7, must be clean if had food (all bottles with numbers 1 thru 7)

The following are NOT recyclable:

No unmarked plastic bottles (laundry baskets, chairs, toys)
No window glass or light bulbs
No Pyrex or ceramic (dishes, plates, mugs, pots)
No foam packing (Styrofoam)
No aerosol cans of any kind
No waxed or soiled cardboard
No pencil shavings
No plastic wrap or packing

Notes:

- Note, you still should shred confidential paper and recycle.
- Put shredded paper in cardboard boxes to keep the paper contained while in the dumpster.
- Use the marked bins placed throughout the building.
- The building principals may add or adjust the procedures as needed.
- Cut the lids completely out of tin cans before recycling.
- Recyclable materials should not be put in garbage bag when placed into recycle dumpster.
- Recycle dumpsters are not for personal use.
- Labels can be left on bottles and cans.

12-15-08

Steve Bell

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