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**CARROLL COUNTY PUBLIC SCHOOLS  
ADMINISTRATIVE REGULATIONS**

**BOARD POLICY ECF: ENVIRONMENTAL AWARENESS AND CONSERVATION  
OF RESOURCES**

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**I. ENVIRONMENTAL LITERACY**

The environmental literacy education initiative in Carroll County Public Schools shall be integrated through a variety of courses, service learning, and classroom and outdoor experiences from grades pre k-12.

- A. Stewardship and action shall be addressed through an issues-based model. This model provides an opportunity to systematically study and evaluate complex environmental issues. Teachers are encouraged to provide students with a variety of on-campus and community or regional experiences; as well as to engage students in identifying, planning, and implementing authentic projects that result in a change to the environment.
- B. Sustainability shall be addressed as the touchstone of balanced human and natural interactions. Natural processes shall be studied through the standards relating to the life and earth/space sciences. Human systems shall be investigated through differing geographic, cultural, societal, economic and political views.
- C. The study of environmental literacy shall be addressed within the context of local, regional, and global concerns. The Maryland Environmental Literacy standards shall serve as the framework for the initiative and shall be used to enhance existing courses and promote authentic cross-curricular learning opportunities.

**II. EACH EMPLOYEE AND STUDENT IN CARROLL COUNTY PUBLIC SCHOOLS  
CONTRIBUTES TO THE CONSERVATION OF RESOURCES.**

- A. To provide information, support, and monitoring, the department of school facilities shall develop guidelines and procedures for school employees and students to accomplish the following:
  - 1. Recycle all possible materials
  - 2. Lessen the use of paper
  - 3. Encourage the use of biodegradable materials

4. Conserve energy and water
- B. The department of school facilities shall provide quarterly energy use reports to each principal for each school. Principals shall share the quarterly reports with their staff and students.

III. THE DEPARTMENT OF SCHOOL FACILITIES OF CARROLL COUNTY PUBLIC SCHOOLS IS COMPRISED OF FOUR OFFICES: OPERATIONS, MAINTENANCE, CONSTRUCTION AND PLANNING. EACH OF THESE OFFICES PLAYS A PART IN THE DEVELOPMENT AND OPERATION OF THE PHYSICAL ASSETS COMPRISING THE SCHOOL SYSTEM.

- A. There are three basic benefits that are considered when evaluating the use of sustainable features, practices, and products in schools:
  1. Environmental benefits
    - A. Enhance and protect ecosystems and biodiversity
    - B. Improve air and water quality
    - C. Reduce solid waste
    - D. Conserve natural resources
  2. Economic benefits
    - A. Manage operating costs
    - B. Enhance asset value
    - C. Improve student learning and staff satisfaction with their work environment
    - D. Optimize life-cycle economic performance
  3. Health and community benefits
    - A. Enhance occupant comfort
    - B. Minimize strain on local infrastructure
    - C. Contribute to overall quality of life
- B. Environmental awareness and conservation of resources play a role as the school system plans, constructs, and operates in the following ways:
  1. Offices of Planning & Construction  
Responsible for the planning and construction of new facilities and the modernization of and systemic renovations in existing facilities.

- A. As of July 1, 2009, all new construction and major modernizations in the state of Maryland must achieve Leed Silver Certification to obtain state funding.
  - B. CCPS schools will be planned to include sustainable initiatives in the construction and operation of the facility when feasible.
2. The office of operations  
Responsible for the daily activities to ensure a safe, clean, and orderly school environment.
- A. The Operations Procedure Manual will include sections regarding sustainability, environmental awareness, and conservation of resources including but not limited to:
    - 1. Training
    - 2. Recycling
    - 3. Integrated pest management
    - 4. Disposal of hazardous materials
    - 5. Energy management systems
    - 6. Cleaning practices
    - 7. Indoor air quality
    - 8. Conservation of resources
  - B. Advocate for continuation of performance contracting with the goal of reducing energy use and improving data management.
3. Office of Maintenance  
Responsible for providing a safe and comfortable work and learning environment through preventive maintenance, repair, and replacement of equipment and systems.
- A. Maintenance Procedure Manual will include sections regarding sustainability, environmental awareness, and conservation of resources including but not limited to:
    - 1. Training
    - 2. Conservation of resources
    - 3. Building management systems operation
    - 4. Equipment standards
    - 5. Sustainable materials standards