



Here are some issues that have come up at different schools. ETC can be a big help here, as we have seen a variety of issues as well as a variety of unique solutions.

In general:

- Be flexible to adjust process continually as a means to capture user input and streamline.
- Signage is most effective when it includes images, words, and color.
- Ensure any before and after school programs are included as key stakeholders.

Dumpsters and Compost Bins:

- Situate properly for easy access, and secure them so no outside trash can get in.
- Place compost bins and trash dumpsters in same area.
- Monitor daily as part of custodial morning routine- look for unauthorized garbage, too much garbage, items in wrong place. This is to report, reduce and improve.
- Make sure there is a good system for bringing compost bin outside and to the correct place.
- Check the waste management company's pick-up times. Verify that they come on the scheduled days to avoid any unexpected problems.
- The schedules for recycling, compost, and trash pick-ups should be posted for all to see to anticipate problems due to breach of service.
- Monitor use of dumpsters and bins to reduce number if possible.

Products:

- Look for alternatives for any plastics and overserving. Napkin packs are one example. Eliminate plastic cups for lunch items that can be placed directly into one of the 5 compartments or in a paper container.

Teachers and staff:

- Teachers can follow up in the classroom by showing students how to get their trays ready for the line. There are power points and videos available on our website www.everytraycounts.org.

Administration or Point Person:

- There should be a person that can fix problems, authorize changes, quickly.
- Be prepared to slowly reduce the number and frequency of volunteers as the procedures become routine. Make sure that students know they will be responsible for their own tray soon.