

COMPOSTING at EVENTS

on Seattle Public Schools Property



Thank you for your interest in recycling food waste! As part of our efforts to reduce the amount of waste going to the landfill, the Seattle Public School District (SPS) is happy to supply you with the tools you will need to ensure that your food waste is composted.

SPS will:

- Provide one 96-gallon cart with wheels per 250 people
- Coordinate delivery and pickup of cart(s) with Cedar Grove Organics
- Ensure payment for cart delivery and pickup at no cost to you
- Answer any questions you have regarding food waste and mixed waste recycling

What We'll Need From YOU:

- Total # of attendees, no later than 1 week before event
- One or more Compost Cart Monitors, per cart
- Exact placement outside the facility for delivery and placement of cart
- Talk with custodian about placement, drop-off, and pick-up dates
- One designated contact person for District staff to communicate with

Getting Started

1. Determine where food will be served and eaten.
2. Identify potential indoor locations for compost cart(s). *Note that cart is approx. 33" wide by 45" high. It is most effective to have waste "stations" with garbage, recycling, and compost containers next to each other.*
3. Identify potential outdoor delivery/pick-up location for compost cart(s), ideally next to but not blocking existing dumpsters. *Consult with the custodian to determine an appropriate location. Compost Cart will be delivered with a standard District lock. It **must be locked shut and well secured** when not in use to avoid contamination and theft. Cedar Grove drivers and District custodians have keys to the standard 3E05 locks, if necessary.*
4. Designate one or more people from your group to be Compost Cart Monitors. *The Monitor will be stationed at the compost cart any time that waste is being disposed of or when the cart is open. They will be responsible for educating attendees about what container to put their waste in. They will also remove contamination from the food waste cart. See below for more information.*
5. **Finalize # of attendees.**
6. **Contact Nicole Riss to schedule compost cart delivery and pick-up.** 206-252-0599 or nariss@seattleschools.org
7. **EVENT!** Compost Monitors take compost carts from outside, place in their designated area, and help sort food waste and recycling. *Print and post signage on containers (see below).*
8. **AFTER EVENT,** Compost Monitors wheel full compost carts back outside to the designated delivery/pick-up location, lock the compost cart lid shut, and secure the compost container.

Thank you for reducing waste! We would appreciate your feedback on this process.

This document is available at http://www.seattleschools.org/area/conservation/resources_links.html

Where Does It Go?

Compost Cart:

Poster available at http://www.gogreenscene.com/what_we_recycle.asp

- food & organic waste (including meat, cheese, and dairy)
- food soiled uncoated paper (like pizza boxes and napkins)
- Cedar Grove approved paper plates and other food service items (<http://www.cedar-grove.com/SPU.asp>)
- waxed paper (you should be able to scrape the wax off easily)

Mixed Recycling (blue containers):

Poster available at http://www.seattleschools.org/area/conservation/resources_links.html

- clean paper and cardboard
- plastic drink bottles and jugs (no lids, emptied)
- plastic dairy containers (like yogurt containers, scraped clean)
- aluminum and tin cans
- glass bottles (no lids, emptied)
- emptied juice and milk cartons (no straws)

Garbage:

- plastic forks, spoons, and knives
- tin foil
- plastic coated coffee cups and lids
- juice drink caps and lids
- plastic "clamshell" containers
- Styrofoam containers
- gum
- straws and plastic straw wrappers

Please help us reduce contamination.

When in doubt, throw it out!