



Woodland K-12 Schools Waste Sorting Guidebook

A helpful tool for implementing recycling and organic waste sorting programs in Woodland schools



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OVERVIEW

The purpose of this guide is to provide public and private K-12 Woodland schools with essential information and practical tips on how to implement California's state-mandated recycling and organic waste diversion programs on every campus.

In addition to meeting California's waste reduction requirements, recycling and organic waste diversion can help schools achieve litter-free campuses, support healthier communities, and reduce trash disposal fees.

To help meet these goals, it's important that schools try to reduce the amount of waste they generate in the first place, as well as educate both staff and students on correct waste sorting behavior. This collaborative effort involves every member of a school community working together.

Recognizing that every school is unique, this guide offers adaptable strategies to suit any site. School leaders may also find that they need to adjust their approaches over time. However, the legislative requirements outlined at the beginning of this guide should be considered as the minimum standards to pursue in order to achieve compliance with local and state recycling and organic waste laws.

When we work together, we create a cleaner, more sustainable future for our students and community. By embracing these practices, we not only comply with state laws but also instill lifelong environmental stewardship in our community's learners. Let's take this opportunity to lead by example and make a lasting impact on our world.



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The key requirements for Woodland and Yolo County area schools are to:

- Reduce and prevent the creation of waste in the first place.
- Establish programs that divert recyclables and organic resources away from the landfill.
- Subscribe to the appropriate levels of recycling and organics waste services through a franchised waste hauler.
- Provide labeled, blue recycling containers next to all trash containers and add labeled, green organic waste containers wherever organic waste is generated.
- Periodically inspect containers for contamination.
- Educate staff and students on proper organics and waste sorting.
- If applicable, work with a local food recovery organization to recover (donate) edible food effective January 1, 2024.

California Waste Laws Affecting Schools

AB 341

Mandatory Commercial Recycling

Requires schools and businesses to recycle.

The goal is to reduce greenhouse gas emissions by diverting recyclables from landfills to recycling facilities.

AB 1826

Mandatory Commercial Organics

Requires the recycling of organic waste, such as food scraps, yard waste, and paper products. Schools generate significant amounts of organic waste that can be composted instead of landfilled.

AB 827

Commercial Organics & Recycling Bins

Requires regulated entities to provide labeled and color-coded recycling (blue) and organic waste (green) containers alongside solid waste containers (grey/black) wherever this waste is generated.

SB 1383

Short-Lived Climate Pollutant Reduction

Mandates regulated entities reduce, prevent, and divert all recyclables and organics from the landfill; educate employees and students about organic waste and waste sorting; and periodically inspect containers for contamination. Schools with on-site food facilities must also maintain a formal agreement with an approved food recovery agency and donate the maximum amount of edible food that would otherwise be landfilled.

Under Woodland Municipal Code § 13.72, all Woodland businesses, public entities, and residents are required to follow the requirements of SB 1383, as well as other applicable state recycling laws.

WHAT IS RECYCLING AND WHY DOES IT MATTER?

Recycling is the process of transforming something used into something new. When we recycle correctly, we help conserve resources, reduce disposal costs, and extend the lifespan of our local landfill.

WHAT ARE SOME COMMON SCHOOL RECYCLABLES?

- Paper (no paint, glitter, shredded paper, napkins, or paper towels)
- Flattened cardboard (no plastic packing material, tape, or labels)
- Milk or juice cartons (empty)
- Hard plastics #1-#7 (CRV bottles)
- Aluminum cans (CRV cans)
- Aluminum foil (clean)

Recyclable containers must be empty and as clean as possible to improve the chance they are actually recycled.

WHAT ARE ORGANICS AND WHY DO THEY MATTER?



Organic waste includes food scraps, food soiled paper, yard and garden trimmings, and untreated wood. The decomposition of organics in a landfill environment generates methane gas, a climate change pollutant that is 84 times more potent than carbon dioxide in a 20 year period¹. Keeping organic waste out of the landfill may be one of the most effective ways of addressing climate change.

Organic waste from Woodland and surrounding areas is commercially composted at the [Yolo County Central Landfill](#) by [Northern Recycling](#) and shared with our community as nutrient rich soil, helping to “close the loop” on this valuable resource.

Free School Compost

K-12 public schools in Yolo County can receive free compost deliveries for gardens or agricultural projects, closing the loop on this valuable resource. For more information or to schedule a free delivery in Woodland, please contact **City of Woodland Environmental Services**.

¹ CalRecycle, 2023. **SB1383: Reducing Short-Lived Climate Pollutants in California**



WHAT IS FOOD RECOVERY?



Food recovery is an important tool for preventing food waste and feeding the 20% of Californians currently experiencing food insecurity². To fix both problems, schools with commercial kitchens are required by SB 1383 to recover edible food.

Food Share Programs

Food Share Programs (e.g., “Share Tables”) provide students a way to share unwanted food, but it's important to follow certain rules for safety.

Share Tables can be very simple, such as permitting only sealed, shelf-stable foods like packaged snacks, to more advanced, like adding perishable items or whole fruits that require washing before distributing back to students.

Schools can scale their food share programs up or down as long as mandatory county and state Food Safety Guidelines are being followed. What can be collected for the Share



Table, how, and where should be decided with and approved by nutrition or food safety supervisors.

Donations

Schools with commercial kitchens are required by SB 1383 to donate edible food to a local food recovery organization that would otherwise be thrown away. This requires a formal agreement and record-keeping by the appropriate department.

Enabling Legislation

SB 557

School Food Donation Act

Reinforces and lists what foods schools can donate and add to “share tables,” and specifically called for the CDE to update its guidelines to match.

AB 1219

Good Samaritan Food Donation Act

Protects food donors from liability when they donate food in good faith to nonprofit organizations, helping to alleviate food waste and food insecurity issues in California.

USDA

National School Lunch Act

Allows students to save/eat items outside of a meal service area as long as the food items do not require cooling or heating.

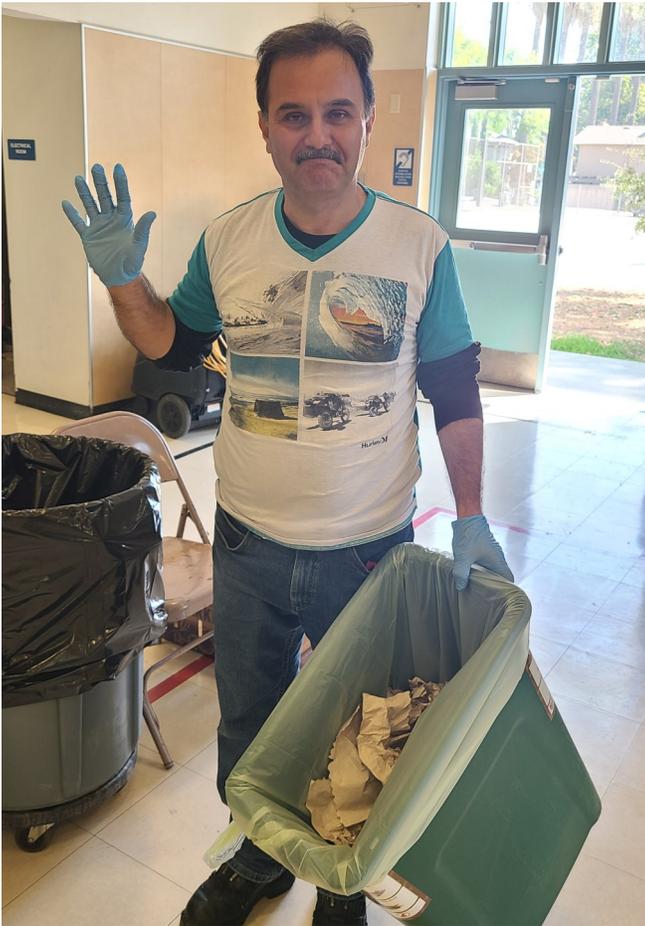
SB 1383

Short-Lived Climate Pollution Reduction Law

Requires commercial food generators (including school kitchens) to donate excess edible food to a food recovery organization if it would otherwise be thrown away.

² CalRecycle, 2023. **SB1383: Reducing Short-Lived Climate Pollutants in California**

IMPLEMENTATION



Schools are dynamic environments, each with its own set of challenges and opportunities when it comes to waste reduction and sustainability.

Instead of outlining a “one-size-must-fit-all” approach, this guide offers experience-based suggestions and a “menu” of options that school teams can adapt to suit their needs and adhere to local waste diversion requirements.

A planning worksheet has been provided at the end of this guide to plan and communicate your school’s recycling implementation strategy.



Staff and Student Training

The City of Woodland provides free, digitally accessible staff and student waste sorting training materials, including videos, slide decks, activities, and recordings.



Waste Sorting in Eating Areas

District or schools provide the infrastructure, signage, and supplies for every site. The number of stations, bin quantities, and signage varies by school size and staff capacity. This section offers tips for placement and monitoring of waste sorting stations.



Kitchen Waste Diversion

Nutrition services and custodial staff play an integral role in making sure kitchen food scraps and recyclables are properly diverted from the landfill through proper waste sorting.



Campus Waste Diversion

Waste sorting should happen around campus, too. This section outlines the specific requirements and provides low-maintenance suggestions for facilitating these programs.



Monitor, Troubleshoot, Reward

1

Staff and Student Training

WHY IS TRAINING NEEDED?

Waste sorting will be new for most students, and probably some staff, too. A little bit of preparation will go a long way in ensuring your waste sorting and diversion programs are as successful as possible.

WHAT TRAINING RESOURCES ARE AVAILABLE?

The following free resources are available from the City of Woodland:

For Staff:

- ❑ Template memos from school administrator to all site staff
- ❑ Printable Woodland Recycling and Organics Guides
- ❑ Explainer flyers for custodians and support staff
- ❑ Pre-recorded webinars

For Students:

- ❑ Grades K-6, 7-8, and 9-12 training videos (~5 minutes each)
- ❑ Grades K-6 and 7-12 slide decks with prompts and embedded training videos (full ~20 minutes, abbreviated ~10 minutes)
- ❑ Pre-recorded video presentations for K-6 and 7-12 (~15 minutes)
- ❑ Printable 8.5x11 bilingual signage

Get Hands On!

“Flip the Lid” Activity

1. Distribute Woodland Recycling/ Organics Guides showing what is allowed in each waste stream.
2. Split participants out into teams or groups and assign them a bin or set of bins to inspect. Provide safety supplies such as nitrile gloves and trash grabbers.
3. Instruct teams to inspect their bins for contamination and remove improperly sorted items.
4. Discuss as a group. Identify and sort improperly sorted items into the correct waste stream.
5. Create a sign, poster, or tag and attach it to the bin to let everyone know about proper waste sorting!



2

Waste Sorting in Cafeterias and Outdoor Eating Areas

WHAT SUPPLIES DO WE NEED?

Schools or school districts must provide their own labeled, color-coded bins to each site to establish cafeteria "waste sorting stations." The minimum recommended number of stations is two per cafeteria and/or eating area. Schools with more students or higher waste volumes may need to increase the number of stations but should also consider custodial capacity.

Ideally, stations include:

Elementary Schools

- ❑ (1) liquids collection bucket with a strainer intended to separate disposable utensils from liquids
- ❑ (1) 32-gallon round blue recycling bin with lid (1 hole) for collecting recyclables (including cartons)
- ❑ (1) 32-gallon round grey trash bin for collecting items that cannot be recycled or composted
- ❑ (1+) 23-gallon slim green organics bin(s) for collecting food scraps and napkins; compostable liner optional
- ❑ *Optional:* Table, cart, or chair for stacking trays to help maximize space in trash bins/for washing, and reduce frequency of bag changes



Middle and High Schools

- ❑ *Optional:* (1) liquids collection bucket with a strainer to separate disposable utensils from liquids
- ❑ (1) 38-gallon+ blue recycling bin for collecting recyclables
- ❑ (1) 38-gallon+ grey trash bin for collecting items that cannot be recycled or composted
- ❑ (2+) 38-gallon+ green or repurposed grey bin labeled to collect food scraps and napkins compostable liner optional

Indoor/Outdoor Flexibility

Bins can be loaded on casters, dollies, or carts and easily rolled outside to accommodate outside meal sessions or eating areas.

“TRIED AND TRUE” WASTE SORTING ORGANIZATION

Students visit each step in order, starting at #1 and ending at #5. Having a clear, step-by-step process that is mostly self-managed - and well labeled - prompts students to think about each item before they toss it while minimizing staff monitoring requirements.



If available, students add allowable food items received from the cafeteria to a share table, bin, box, cart, or shelf



Students dump, squeeze, or tap out remaining liquids to keep recycle bins light and less messy



Students add clean and empty recyclables like CRV cans and bottles and cartons to blue recycling bin



Students add items that cannot be recycled or composted to the grey/black, labeled landfill bin



Clear of recyclables/trash, students dump remaining food items and napkins into the green organics bin



Students stack trays to maximize the amount of usable space in the trash or organics bin

Efficiency Tips

- * Arrange stations so that bins can be accessed on either side, effectively creating two lines per station.
- * Train students to pre-sort their waste before they can be dismissed. For example, they should empty food from wrappers and stack trash on the side of their tray or lunch pail.
- * Train staff to dismiss students or tables that have their waste pre-sorted and to go to the closest station.
- * Youngest students will need the most help; schedule support staff or custodians accordingly.



Training students to remove food from packaging and pre-sort trays and lunch boxes before going to the stations will make waste sorting easier and more efficient.

Model #1: Staff Managed

Staff supervise the waste sorting stations on a recurring, daily basis. They help students sort their waste by providing students verbal and visual cues or manually sort every student tray and immediately correct contamination.

Advantages: Quick and efficient, low to no bin contamination, less mess; requires less student training; volunteers can stand in for staff

Disadvantages: Limits student ability to develop relevant decision making skills; increases custodial burden and tasks during each meal period; makes staff unavailable for other tasks during meal period

Model #2: Student Managed

One to three students supervise the waste sorting stations in place of a staff member. They may stand behind bins and help their peers, or sort everyone's trays for them.

Advantages: Quick and efficient, low to no bin contamination, less mess; requires less student training

Disadvantages: Limits student ability to develop relevant decision making skills; students may miss some instruction time to support in the cafeteria

Model #3: Self Managed

Students self-sort their waste into the appropriate bins. In elementary schools where students sort their own waste, success hinges on thorough student training, the availability of clear and universally accessible signage, and organized dismissal routines.

Advantages: Students develop relevant decision making skills; staff and students are less impacted

Disadvantages: Requires more student training; high degree of monitoring for first three weeks; higher contamination rates; bins may fill up and overflow if not being monitored



Custodian managed waste sorting taking place at Plainfield Elementary School. Students empty their liquids and organics while the custodian sorts away trash.



Older Zamora Elementary students prepare to receive lunch trays from younger students and sort out waste in a "disassembly line" approach.



Spring Lake Elementary's self-managed system uses plenty of signage to help students make waste sorting decisions with minimal adult assistance.

INSPIRATION FROM K-12 SCHOOLS ACROSS THE NATION



Bins are placed in front of large, visible standing signage. Containers are lined with plastic liners, but contents must be emptied from bags into central systems to avoid plastic contamination fees. Source: wync.org



A share table is placed at the start of the waste sorting station. Signage is attached directly to the bins using clamps, and a desk is used to collect trays. A compostable bag is used for organics. Source: ecori.org



In this middle school, students are directly involved in helping their peers sort their waste into each receptacle. They use extended tongs or trash grabbers to help remove contamination. Source: cafeteriaculture.org



This elementary school uses arrows taped to the floor to help students sort waste in order. Bin monitors wear bright vests and use trash grabbers to help sort waste. Source: greenschoolsnationalnetwork.org



Multiple outdoor stations are placed in spaced out rows, which helps prevent back-ups and allows the bins to be accessed from all sides. Source: Pleasant USD



This custom built waste sorting system features plenty of signage, including eye level displays of real, frequently encountered waste items. Source: courant.com

HOW ELSE CAN WE PREPARE?

- ❑ Use the “Waste Management Plan” checklist at the end of this guide to help your site team plan your program
- ❑ Identify and prepare incentives to reward good waste sorting behavior and clean lunch areas
- ❑ Review the plan with custodians and Morning/Noon Duty staff; develop strategies for seating and efficiently dismissing students to the waste sorting stations
- ❑ Train Morning/Noon Duty staff to reward students or classes that clean their tables and sort their waste properly
- ❑ Prepare students using available training resources prior to the first waste sorting event; introduce rewards/incentives program
- ❑ Invite students to design educational posters to hang at bins or walls, or to develop presentations to other grade levels
- ❑ Recruit students, staff, or volunteers to help monitor stations for the first three weeks and/or throughout the school year
- ❑ Conduct a dry-run with a cohort of teachers, staff, and/or students
- ❑ Schedule bi-weekly contamination inspections to determine whether to scale monitoring up or down

Food for Thought

With positive reinforcement, students **will improve** their waste sorting skills over time. Do not expect immediate, perfect results, but always strive for less than 10% organics/recycling contamination.

Resist the temptation to sort students' waste for them in the interest of efficiency. Instead, encourage students to sort their own waste and develop lifelong skills they can use at home.



Recruit and train college students or adult family members to help with waste sorting for the first month, or all year-long!



MOTIVATING AND REWARDING GOOD WASTE SORTING BEHAVIOR

In addition to giving the “why” and “how” students should sort waste, it also helps to reward them for good waste sorting behavior and encouraging their peers .

You can also use waste sorting as the foundation for other desirable lunchroom behavior, such as leaving tables and floors litter free, being respectful and attentive to each other and to adults, helping staff, and pursuing responsible choices like only taking food or drink items that they actually intend to consume.

Class	Conservation Badge	Respectful & Responsible Badge	Squeaky Clean Badge	Score
Mrs. Benedicto's Class	3	3	2	8
Mrs. Tsutsui's Class	3	3	1	7
Mrs. Okusako's Class	3	3	0	6
Mrs. Maurer's Class	3	2	0	5
Mr. Gomez's Class	3	3	0	6
Mrs. Soto's Class	3	4	0	7
Mrs. Welty's Class	3	3	3	9
Mr. Martinez's Class	3	3	3	9

Award badges or points to classes that meet mealtime expectations and display it in the lunch area. Classes that earn the most can receive a reward each week, such as extra free play time on Friday, or a popsicle party at the end of each trimester.

Acknowledgements

Distribute points, redeemable tickets, or school dollars

Award badges or stickers on a digital or physical chart and reward winners weekly, monthly, and/or at the end of the trimester or school year

Log bin monitoring service hours for redemption

Provide recognition during morning announcements or assemblies

Offer one-on-one or small group recognition

Give high-fives and fist bumps

Collaborate with your PTA/PTO or boosters for support!

Rewards

Fun Drinks or Snacks

Free Play

School Spirit Wear

Novelty Items or Prizes

School Supplies

Award Certificates

Themed Class Party
(food, bubbles, glowsticks, etc.)

Receive a “Good Call Home”

First Pick at Classroom Job

Homework Pass

Extra Music/Computer Time

Community Service Hours

3

Kitchen Waste Diversion

WHAT DO KITCHEN STAFF NEED TO DO?



Kitchens are the source of nearly half of school-related organic waste. This portion of organic waste is the result of food scraps from food preparation as well as unserved, inedible, and/or expired foods.

Compared to students, kitchen staff are more prepared to prevent and divert food waste simply by fine tuning their existing routines:

- ❑ Place a lined or unlined organics bin or 5-gallon bucket next to each food preparation station
- ❑ Simply direct food waste into the organics bin instead of the trash bin
- ❑ Use existing inventory systems to manage food recovery (donation) programs
- ❑ Add recycling bins to a centralized location to collect recyclables, like cans, bottles, and cartons

Kitchen staff should collect the following in a marked **organics bin, bucket, or cart:**

- Food scraps
- Unsold food that cannot be donated
- Expired food
- Paper towels



and **recycle** the following items, as long as they are empty and clean:

- Cardboard and paper
- Cartons (including ones with spouts)
- Glass jars
- Aluminum foil
- Metal cans
- Hard Plastics #1-#7
- **NO** Soft Plastics





WHAT ARE SOME OTHER WAYS TO PREVENT KITCHEN OR LUNCHROOM WASTE?

Schools can prevent excess lunchroom waste by incorporating suggestions from the [Smarter Lunchroom Movement](#)³, which help increase the likelihood students will eat their meals:

- Order fresh, unpackaged produce to reduce plastic waste and make waste sorting faster and easier
- Slice up hard produce for younger students to improve their edibility
- Add catchy names to food items to make them more appealing
- Involve students in taste testing and/or menu planning
- Source more locally grown foods, which tend to be tastier

School administrators can also incorporate these other techniques that result in less food waste:

- Add 5 minutes to the lunch schedule
- Schedule recess before lunch



Did You Know?

On average, students in grades TK-1 delay eating by 2-5 minutes as they wait for adult assistance opening spork packets, packaged food items, and milk cartons*.

Eliminating excess packaging and making foods directly accessible can help students eat at least 9% more of their meal³, improving satiety and reducing waste.

* as observed by Blueblossom Consulting at four Woodland elementary schools, Sep 2023-Jan 2024

4

Campus Waste Diversion

WHERE ARE RECYCLE BINS REQUIRED?

In California, a labeled **recycle bin** must be placed directly next to every **trash bin** in all areas of a school, except for the bathroom.

Recycle bins should be added to classrooms, offices, libraries, break rooms, kitchens, cafeterias, storage rooms, and any indoor or outdoor common area like playgrounds, sports fields, and gymnasiums, especially if recyclables are present.

WHAT ARE SOME EASY COLLECTION STRATEGIES?

- ❑ Custodians empty recycling at the same time as garbage but keep the waste streams separated.
- ❑ Students bring their classroom's recyclables to a conveniently located recycling system, such as a cart, one day per week.
- ❑ Classes, clubs, or groups of students (e.g., AVID, Special Day Class, Youth Action Committee, Environmental Club, etc.) collect recycling one day a week and add to the school's centralized recycling carts or bins.

WHAT ARE SOME OTHER RECYCLING STRATEGIES?

- ❑ **Labeling.** Label recycling bins and containers with clear, easy-to-understand pictures and words.
- ❑ **Lids.** Use or make lids with slots designed for recyclable items, like beverage containers and paper.
- ❑ **Placement.** Place containers in high-traffic areas to make it very convenient for people to recycle.
- ❑ **Incentives.** Create incentives and rewards for recycling efforts.
- ❑ **CRV Redemption.** Classes, clubs or PTAs can collect CRV (California Redemption Value) beverage containers to raise money.



RECYCLING AROUND SCHOOL

Classrooms, Offices, and Indoor Common Areas



Recycling and landfill bins should **always** be placed together, except in bathrooms.

Outdoor Common Areas



Every bin should be **labeled as trash or recycling and color coded**. Photos of allowed items are helpful educational tools but not required under recycling laws.

ORGANICS AROUND SCHOOL



COMPOST PAPER TOWELS!

Paper towels are **organic waste** and can be sorted separately for composting. Provide and label bins specifically for paper towel collection in kitchens, bathrooms, and staff lounges.



Source: whitehead.wjUSD.org

Plant debris from school gardens and greenhouses should be either **composted on site** or added to the **organics bin**. Trim branches so that they fit in the cart or container with a closed lid. Consider how the volume of garden debris will affect your school's cafeteria organics collection capacity.

Did You Know?

Shredded paper is **NEVER RECYCLABLE**, but it is **COMPOSTABLE** as long as it does not contain staples, paper clips, or plastic. Use compostable bag liners or pour shredded paper directly into the **ORGANICS** cart. Dampen the paper to keep it from littering. Please do not add plastic bags to the organics or recycling carts or bins.



REDUCE, REUSE, RECYCLE

LIGHTEN THE LOAD

Custodians will be the most impacted by these requirements, but if a school community works together, their jobs can be as easy as possible. Some additional strategies for reducing or the custodian's burden include:

- **Use Less Paper.** Outside of the cafeteria, paper is the most common recyclable (and the heaviest). Skip the printer whenever possible and print double sided.
- **Combine Orders.** Cardboard is the bulkiest recyclable. By combining orders with other staff, fewer boxes will be delivered to the school, saving space and reducing carbon emissions. Repurpose boxes whenever possible—they make a great tool for STEAM projects and after school program games or activities.
- **Leverage Positive Behavior Programs.** Use the school's existing Positive Behavior Intervention and Supports (PBIS) programs to recognize students who reduce their own waste, help custodians, or collect recycling during their unmanaged school hours. Offer reusable items in PBIS award stores or as school S.W.A.G.
- **Promote Reusables.** When more people use reusable items like water bottles and food containers, recycling and trash bins will not fill up as quickly or get as heavy. Work with your PTA/PTO or local organizations to get items like free reusable bottles to every student.
- **CRV Fundraisers.** Work with your school's PTA/PTO, service clubs, or booster clubs to run a beverage container fundraiser for field trips or assemblies. You can even invite the community to drop off their CRV cans and bottles for the program to donate.
- **Set up Swap Shops.** Use a common area like the corner of the library or an old newspaper dispenser where students and staff can share and reuse school supplies.



CA CRV = California Redemption Value

CRV is the 5 or 10 cent deposit everyone pays when they buy a canned or bottled beverage in the state. The deposit can be refunded at a CRV recycling center.

**Printable
Resources
and Worksheets**

SHARE TABLE GUIDELINES



Allowed

From the **school cafeteria only**, any **unopened, pre-packaged**:

- Shelf-stable items such as a bag of chips, granola bar, fruit cup, or muffins
- Perishable¹ items such as a bag of baby carrots and apples, milk carton, yogurt, cheese, or juice

From the **school cafeteria**, any:

- Whole pieces of fruit, such as banana, orange, pear, or apple²

Not Allowed

- Foods from home
- Opened packaged items, like a bag of chips or carrots
- Whole food containing bites, tears, or chunks missing
- Packaged items that can be opened and resealed, such as a foil wrapped burrito or salad in a “to go” box
- Food not in a package, like a burger or sandwich on a tray

COMPOST THESE ITEMS INSTEAD!

1. Perishable items must be held under temperature control at 41°F or below, such as in an ice bath, refrigerator, or cooler, for less than 4 hours.
2. Fruits where the peel can be consumed must be washed before re-serving.
3. Sanitize collection surfaces at the end of each day.
4. Share tables must be supervised to ensure guidelines set forth by the California Retail Food Code and California Department of Education are followed.

For more information about Share Tables and Food Safety, visit:

Child and Adult Care Food Program: cdss.ca.gov/cacfp

USDA Food and Nutrition Service: fns.usda.gov/fs/foodsafeschools



Approved November 6, 2023 by Yolo County Environmental Health

CRV RECYCLING



Project Based School Fundraiser

What does CRV mean?

CRV stands for “California Redemption Value.” Anyone who purchases a canned or bottled beverage in California pays an additional 5 or 10 cent deposit on that item. This fee is an incentive to recycle the can or bottle with a certified redemption center to receive the deposit back.

How do we start a CRV fundraiser?

- Organize a team of students, staff, and/or adults to help
- Set a fundraising goal
- Get approval from the Principal
- Choose a date range for the fundraiser and a specific location to collect the bottles and cans
- Gather supplies, such as bins, bags, or carts for collection (check with City of Woodland for free supplies)
- Promote across the school and the greater community
- Transport, redeem, and track your fundraising success!



What can students learn by doing a CRV fundraiser?

- Goal Setting and Organization (coordinating logistics and planning)
- Math and Counting (calculating # pounds needed to reach goal)
- Responsibility (taking on specific roles)
- Communication Skills (interacting with others to promote/explain the program)
- Environmental Awareness (supporting their environment)
- Social Responsibility (supporting their school or project they care about)



RECYCLE

Paper, Magazines, Flattened Cardboard



Papel, Revistas, Cartón Aplanado

Aluminum & Metal Cans (clean)



Latas de Metal y Aluminio (limpio)



Glass Bottles & Jars



Botellas y Frascos de Vidrio

Plastics #s 



Plásticos con Símbolos 

Foam Containers & Packaging



Poliestireno

Plastic Bags & Wrappers



Bolsas de Plástico

Soiled Containers



Recipientes Sucios

Electronics & Hazardous Waste



Desechos Peligrosos

What is Recyclable?

Paper

YES

Cardboard
Boxboard or chipboard
(e.g., shoe boxes, tissue boxes,
cereal boxes)
Newspaper
Magazines and catalogs
Glossy paper
Paper bags
Telephone books
Paper packaging
Egg cartons
Junk mail
Soft cover books
Envelopes (windows ok)
Office paper (all colors)

NO

Wet paper
Paper towels
Paper plates and cups
Shredded Paper

Glass

YES

Bottles
Jars
Wine bottles

NO

Windows
Drinking cups or mugs
Ceramics
Reading glasses
Vases

Metal

YES

Aluminum cans
Tin and steel cans
Clean aluminum pans, foil
Empty aerosol cans
Small scrap
Loose lids from jars

NO

Pots, pans, and utensils
Razors or knives
Oil filters
Car parts
Metal hangers
Chip bags
Propane cylinders

Plastic

YES

All containers accepted (#1-7)
Bottles and jugs
(rinsed & empty. With lids on)
Tubs and containers
(e.g., yogurt, margarine)
Buckets and crates
Deli containers
Plant pots (no ceramic)
Laundry baskets

NO

Plastic bags
Rubber hoses or gloves
Foam containers
Plastic hangers

Rules:

- Keep recyclables loose in the cart. Do not bag any items.
- Items in bags can be mistaken for trash and will be considered contamination.
- No electronics, batteries, propane cylinders, or other hazardous waste.
- Lids on carts/bins must close completely.

**Can't find the item
you're looking for?**

Search the **Waste Wizard**
to find detailed recycling
information!



Scan me! ↗

www.envirowoodland.org/wastewizard

When in doubt, throw it out. Contamination can ruin a whole load of recyclables.



City of Woodland

City of Woodland Environmental Services

EnviroWoodland.org/Recycle



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ORGANICS

Food Scraps



Desechos de Comida

Food-Soiled Paper



Papel Ensuciado con Comida



Compostable Packaging & Bags



Otros Materiales Compostable

Yard Trimmings & Non-hazardous Wood



Recortes de Jardín y Madera no Peligrosa

Plastic Bags & Wrappers



Bolsas de Plástico

Plastics, Glass, & Metal



Plásticos, Vidrio, y Metal

Clean Cardboard



Cartones Limpias

Foam Containers & Packaging



Poliestireno

Pet Waste



Desechos de Mascotas

What is Compostable?

Food Scraps

YES

Fruit
Vegetables
Meat
Cheese
Bones
Shellfish
Bread
Pasta and rice
Coffee grounds and filters
Tea bags
Beans and legumes
Seafood

NO

Plastic bags
Produce stickers or labels
Rubber bands
Foam containers or trays
Non-compostable packaging

Compostable Packaging

YES

Compostable bags
Unlined paper products
Wax-coated cardboard

NO

Paper cups
Plastic bags
Foam containers

Rules:

- You do not need to use bags for your food waste, but if you do, they must be compostable. Paper bags, newspaper, and cereal boxes can also be used.
- Items in non-compostable bags can be mistaken for trash and will be considered contamination.
- Lids on carts/bins must close completely.

Food-Soiled Paper

YES

Napkins and paper towels
Compostable Paper plates
Fast food wrappers (non-foil)
Greasy pizza boxes
Wet paper or cardboard
Shredded paper (wet before putting in cart)

NO

Plastic straws and lids
Pizza stands
Cartons (milk, nut milk, broth, etc.)
Diapers
Pet waste
Juice pouches

Yard Trimmings

YES

Grass clippings
Palm Material
Leaves
Flowers
Weeds
Wood chips
Untreated wood
Garden trimmings
Tree limbs

NO

Dirt and soil
Rocks and gravel

**Can't find the item
you're looking for?**

Search the **Waste Wizard**
to find detailed recycling
information!



Scan me!

www.envirowoodland.org/wastewizard

When in doubt, throw it out. Contamination can ruin a whole load of organics.



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OUR SCHOOL WASTE MANAGEMENT PLAN

School Name _____

Planning Team _____

Cafeteria Waste Sorting

1. How many total Sorting Stations will we set up? Indoors _____ Outdoors _____
2. How many bins per station? Organics _____ Recycling _____ Trash _____
3. Where will we set them up? Indoors _____
Outdoors _____
4. What items will be allowed on the SHARE TABLE? _____

5. Who will monitor the SHARE TABLE? _____
6. Who will make the SHARE TABLE SIGNAGE? _____
7. Are all waste sorting bins properly labeled and color coded? Yes No
Comments: _____
8. Who will empty organics/trash bins? _____ How often? _____
9. Who will empty recycle bins? _____ How often? _____
Comments: _____
10. Who will monitor the Sorting Stations?
MON: _____ TUE: _____ WED: _____
THU: _____ FRI: _____ Until when? _____

Kitchen Waste Diversion

1. How many bins in the kitchen? Organics _____ Recycling _____ Trash _____
2. Are all bins properly labeled and color coded? Yes No
Comments: _____
3. Who will empty organics/trash bins? _____ How often? _____
Comments: _____
4. Who will empty recycle bins? _____ How often? _____
Comments: _____

Campuswide Recycling

- How many pairs of recycle and trash bins will we have in:
Every Classroom _____ Library _____ Main Office _____
Office #1 _____ Office #2 _____ Office #3 _____ Office #4 _____
Staff Lounge #1 _____ Staff Lounge #2 _____ MPR _____
Indoor Gym(s) _____ Indoor Hallways _____ Other _____

- How many pairs of recycle and trash bins will we have located at:
Exterior Main Office _____ Outdoor Hallways _____
Playground #1 _____ Playground #2 _____ Exterior Library _____
Exterior Gym(s) _____ Exterior MPR _____
Field #1 _____ Field #2 _____ Field #3 _____ Field #4 _____
Other _____
- Are recycle bins properly labeled and color coded? Yes No
Comments: _____
- Who will empty class recycling? _____ How often? _____
Comments: _____
- Who will empty all other recycling? _____ How often? _____
Comments: _____
- Who will empty sports field recycling? _____ How often? _____
Comments: _____
- Will we collect CRV beverage containers separately? Yes No
What is our fundraising goal? \$ _____ or _____ pounds
Who will coordinate CRV collection and redemption? _____
How will we separate CRV beverage containers? _____

Education and Rewards

- Who will train students? _____ When? _____
- How else will we teach/prepare students for new waste activities? _____

- How will we reward or recognize positive waste sorting behavior?
Individual _____
Class _____
Schoolwide _____
Rewards _____

