



# Planning for Recertification

November 20, 2019

Category	Item	Points
PROSPERITY	<b>BOARD LEADERSHIP &amp; PLANNING</b>	
	District Sustainability Policy *	10
	Professional Development for Sustainability *	5-20
	Green Enhancement of District Strategic Plans	10
	School Community Asset Mapping	10
	School District Foundation	10
	Strategic Plan Implementation of Green Initiatives	10
	<b>ENERGY EFFICIENCY</b>	
	Energy Efficiency for School Facilities *	5-50
	Behavior-Based Energy Conservation Programs	10
INNOVATION PROJECTS	Energy Tracking & Management	10-20
	Innovation Project #1	10
INTEGRATED SCIENCE, TECHNOLOGY, ARTS & MATH	Innovation Project #2	10
	STEAM Implementation	15
PLANET	STEAM Indicators/STEAM Policy	10
	STEAM Plan of Study	10-50
PLANET	STEAM Plan	5-20
	STEAM Plan	10
PLANET	<b>CLIMATE MITIGATION &amp; RENEWABLE ENERGY</b>	
	School Carbon Footprint *	10
	Buy Renewable Electricity	10
	On-site Renewable Generation System-Geothermal	10
	On-site Renewable Generation System-Solar	5-40
	<b>GREEN CLEANING</b>	
	Green Cleaning Equipment	10
	Green Cleaning Policy & Plan	10
	Green Cleaning Supplies	10
	Green Cleaning Training & Education Programs	10
<b>GREEN DESIGN</b>		
Green Building Policy *	10	
Design/Build/Certify New Construction & Major Renovations using Green Standard	10-50	
Green Building Training	10	
<b>GREEN PURCHASING</b>		
Green Purchasing Policy *	10	
EPEAT Certified IT Purchases	10	
Recycled Paper Purchase	10	
<b>SCHOOL GROUNDS</b>		
Sustainable Fleets	10	
Biodiversity Audit *	10	



Heather McCall, Program Director  
Sustainable Jersey for Schools

[mccalh@tcnj.edu](mailto:mccalh@tcnj.edu)

609-771-2469



Véronique Lambert, Program Coordinator  
Sustainable Jersey for Schools

[lambertv@tcnj.edu](mailto:lambertv@tcnj.edu)

609-771-3427

# Grant Funding Opportunities

## *Roots for Rivers Reforestation Grant Technical Assistance Program / Deadline: Dec 13*

Technical assistance to design floodplain restoration projects and funding to cover between \$1,000 and \$20,000 of the material costs of tree/shrubs, tree protection tubes, and stakes.

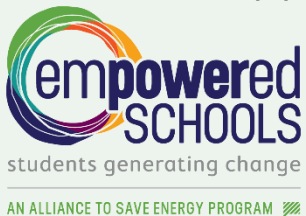
## *PSEG Grants / Deadline: Mar 1, 2020*

Four \$10,000 and thirty \$2,000 grants for any initiative that would earn points towards Sustainable Jersey for Schools certification

For more details, visit [www.sustainablejerseyschools.com/grants-resources](http://www.sustainablejerseyschools.com/grants-resources)



Sustainable Jersey is partnering with [South Jersey Gas](#) (SJG) and the [Alliance to Save Energy](#) (The Alliance) to bring the PowerSave Schools program to 40 schools within the [SJG service territory](#). SJG will fund the direct program costs for the 40 schools, while The Alliance will provide training, tools and resources to schools to implement the program, including access to the new empowered web platform. Go to the [Grants & Resources page](#) of our website to learn more about the program and apply.





The New Jersey School Boards Association (NJSBA), in collaboration with Sustainable Jersey for Schools, is offering one-day Sustainable Practices Working Sessions. Participants will review a Sustainability Wellness Check, that aligns with the [Sustainable Jersey for Schools](#) certification program. Board members will receive four board member academy credits and four Green Leader credits for participating in a working session. Pre-registration is required and seats are limited. Learn more on the [Events & Training page](#) of our website

- [REGISTER](#)- November 21, Hackettstown, NJ
- [REGISTER](#)- February, 20, Egg Harbor Township, NJ

FREE!

# FALL WEBINARS

WITH SUSTAINABLE JERSEY FOR SCHOOLS



Go to [Events & Training page](#) of our website to register

- **Building Bridges to Curriculum / December 11, 3-4pm**

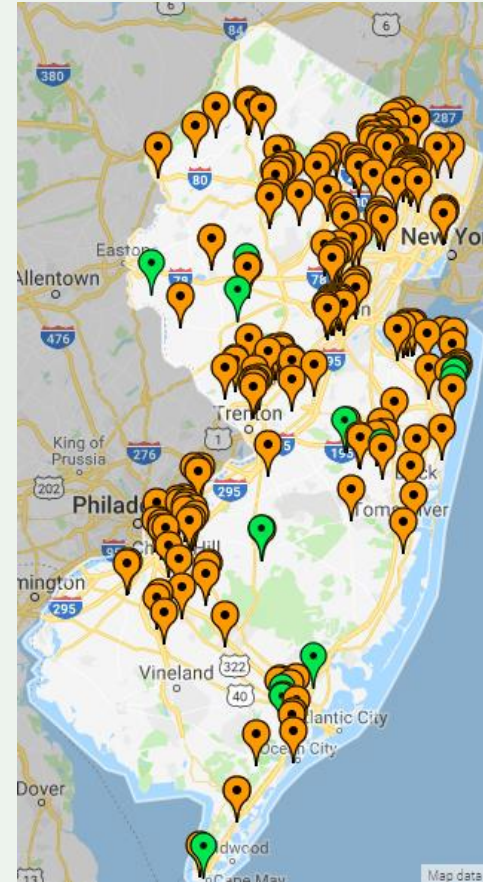
Wondering how to increase student involvement in your sustainability actions? Join Allison Mulch from Eco-Schools, and John Henry from NJSBA's Sustainability & iSTEAM Services team to learn how you can connect more of your Sustainable Jersey for Schools actions to student learning.

# Webinar Agenda

- Why Get Recertified?
- Certification Requirements & 2020 Cycle
- Online Recertification Process
- Strategizing with your Online Application
- Action Updates
- Resources & Tips for Success
- Technical Assistance/Questions

# Why Get Recertified?

- Keep districts and schools focused on making progress
- Tap into extensive support and training
  - Sustainable Jersey training and events
  - Connections to partner organizations willing to help
- Priority access on incentives and Sustainable Jersey grants
- Continue to gain recognition
- Fuels the statewide movement – 241 schools certified





# Levels of Certification



The bronze level of certification requires:

- The establishment of a mandatory green team
- Implementation of **2 OUT OF 10** ★ priority actions
- Actions must be completed in **6 OF 19** categories
- A total of **150** points



The silver level of certification requires:

- The establishment of a mandatory green team
- Implementation of **3 OUT OF 10** ★ priority actions
- Actions must be completed in **8 OF 19** categories
- A total of **350** points

If you recertify before all points in the application expire you can build on existing approved points for certification instead of starting from zero!

# 2020 Certification Cycle

- **January 17** – Initial Application Deadline
- Late February – Reviewer Comments
- **March 27** – Second Submission
- Early May – Reviewer Comments
- **June 22** – Final Application Submission
- Early August – Certified Schools Notified
- **October** – Certified Schools Celebration

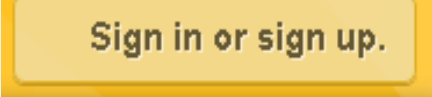



**Egg Harbor Township School District -  
all 8 schools recertified bronze in 2019**

# Applying for Recertification

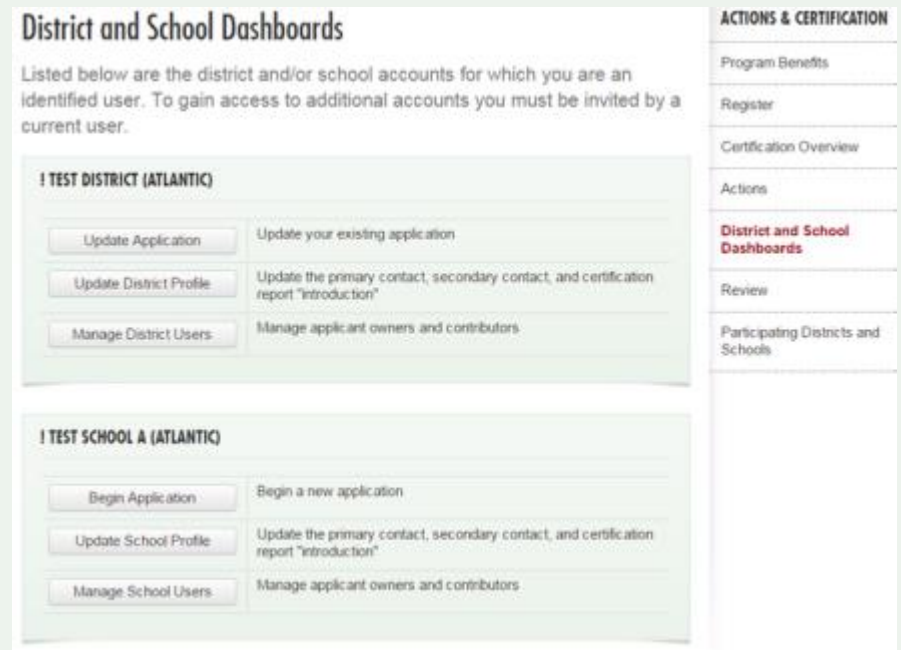
**GET CERTIFIED**

# Accessing the Dashboard

- Click 
- Click on right hand side → 
- You will go to a page that lists the districts and/or schools that you are linked to

Login →

You are signed in.  
[sammc29@comcast.net]



**District and School Dashboards**

Listed below are the district and/or school accounts for which you are an identified user. To gain access to additional accounts you must be invited by a current user.

**! TEST DISTRICT (ATLANTIC)**

Update Application	Update your existing application
Update District Profile	Update the primary contact, secondary contact, and certification report "Introduction"
Manage District Users	Manage applicant owners and contributors

**! TEST SCHOOL A (ATLANTIC)**

Begin Application	Begin a new application
Update School Profile	Update the primary contact, secondary contact, and certification report "Introduction"
Manage School Users	Manage applicant owners and contributors

**ACTIONS & CERTIFICATION**

- Program Benefits
- Register
- Certification Overview
- Actions
- District and School Dashboards**
- Review
- Participating Districts and Schools

# Update District/School Profile

- Use this primarily to update contact information
  - Please keep this information up to date since these contacts will receive important emails regarding the program and the application process & status
  - Click Update Profile to save changes

## Update Your Profile

Information from your profile is included in the public version of your application.

---

### PRIMARY CONTACT

First Name	Last Name
<input type="text" value="jane"/>	<input type="text" value="rosenblatt"/>
Position Title	<input type="text" value="Info"/>
Department	<input type="text" value="Info"/>
Phone	Email Address
<input type="text" value="6092030759"/>	<input type="text" value="rosenblj@tcnj.edu"/>
Address: <input type="text" value="207 Burd St."/>	

### SECONDARY CONTACT

First Name	Last Name
<input type="text"/>	<input type="text"/>

### ACTIONS & CERTIFICATION

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Program Benefits

---

Register

---

Certification Overview

---

Actions

---

**District and School Dashboards**

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Review

---

Participating Districts and Schools

---

# Manage Users

- Allows you to add or remove users to the district/school dashboard
- Users can be designated as owner (limit 5) or contributor
  - Both can work on application (edit, upload, submit for review, etc.)
  - Owners can add/remove other owners & contributors
  - Contributors can add other contributors

**Manage Users**

Multiple users may contribute to an application for certification. There are two types of users: owners and contributors. Owners may add and remove other owners and contributors. Contributors may add other contributors, but may not remove users from the application. Both owners and contributors can contribute to the school or district's application for certification by adding action submissions, uploading documentation, and submitting the application for review.

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**OWNERS**

1. First Last	Owner	Update	Remove
2. Renee Halder	owner		
3. Samantha McGraw	Owner	Update	Remove
4. Veronique Lambert	Owner	Update	Remove
5. Heather McCall	Owner	Update	Remove

**CONTRIBUTORS**

**ADD A USER**

Email:

Role:

# Application – “Living Document”

## Application Overview

**! Test District (Atlantic) Application**

**Application Overview** **IN PROGRESS**  
[View details and history](#) | [Help](#) | [View School Applications](#) Reviewer Feedback: 0 comments

## Search Features

**SEARCH ACTIONS**

Type in a word(s) to identify all actions with that word(s) in the title

Planned  Completed  Must Revise  Not Approved  Approved  Expired

To identify actions by status, check the desired box or boxes above. The Action Totals box at right will also reflect only those actions selected. Click on the Clear Search button to return to the full action listing.

## Action Listing

[Back to Top](#) [Expand All](#) [Collapse All](#)

**Diversity & Equity**

- Accessible Communications** (10 Points) Status: Unplanned
- Breakfast After the Bell** (20 Points) Status: Unplanned
- Diversity on District Task Forces & Committees** (10 Points)  District Only Status: Unplanned

**Energy Efficiency**

← My Dashboard

### ACTION TOTALS

(Completed, Approved)

Mandatory 0/1

Priority 0/3

Total 0/370

Categories 0/17

Actions 0/35

When you have completed all the actions you would like to include in your application, click on the button below.

## Point Calculations and Submission

# Application Overview

At the top of the application, click “View details and history” to see:

The screenshot shows the 'Application Overview' page for a school district. At the top right, it says 'CERTIFIED' and 'Reviewer Feedback: 0 comments'. Below this is a table with four rows: 'Current Status', 'Application History', 'Reviewer Feedback', and 'District Application'. Blue arrows point from text callouts on the right and bottom to specific elements in the table.

Application Overview		CERTIFIED
<a href="#">View details and history</a>   <a href="#">Help</a>		Reviewer Feedback: 0 comments
<b>Current Status</b> This application is CERTIFIED	CERTIFIED	update
<b>Application History</b> This applicant has applied 2 times	Certified August 15, 2016 - August 31, 2019 Certified September 23, 2015 - December 31, 2018	
<b>Reviewer Feedback</b>	0 published comments 0 unpublished comments 70 archived comments	
<b>District Application</b> Egg Harbor Township School District	REVIEW COMPLETED <a href="#">Visit application</a>	

**Current status**

**Certification  
expiration date**

**Check on reviewer  
feedback from previous  
submissions**

**Get help:** Access more detailed instructions on navigating the application

**View other applications:** School users can view district application and district users can view the applications of registered schools in the district



# Action Information

View action description



Update status and select point level if variable point action



## ! Test District (Atlantic) Application for Certification

**ACTION SUBMISSION: SUSTAINABLE ENERGY TRANSITION PLAN**

You are editing the action submission for the action "Sustainable Energy Transition Plan." [Learn more about this action.](#)

Directions: Please complete this form to submit this action as part of your application. First, mark the Status as "planned" and, if it is a variable point action, indicate the **Requested Points**. See the action text for the action requirements associated with each point level. After you have entered the **Description and Implementation** and **Uploaded the Supporting Documentation**, click on the **Save Action Submission** button. Finally, when the action submission is complete and ready for review, change the status from "planned" to "completed" and resave.

<input checked="" type="checkbox"/> <b>Status</b> <small>Current action submission status: Planned</small>	<input type="text" value="Planned"/>
<input checked="" type="checkbox"/> <b>Requested Points</b> <small>Point level requested for this submission</small>	<input type="text" value="10"/>
<input checked="" type="checkbox"/> <b>Schools working on this action</b> <small>The number of schools in this district who have begun working on this action.</small>	<input type="text" value="0"/>

**APPLICATION NAVIGATION**

Jump to another planned action submission:

If **district application** and a **"both"** action, you will see how many schools in the district are working on the action. Districts should **not change the status** of an action if schools are working on it without consulting the schools first. The district submission will override the schools.

# Variable Point Actions

## ACTION SUBMISSION: PROFESSIONAL DEVELOPMENT FOR SUSTAINABILITY

You are editing the action submission for the action "Professional Development for Sustainability." [Learn more about this action.](#)

Directions: Please complete this form to submit this action as part of your application. First, mark the Status as "planned" and, if it is a variable point action, indicate the **Requested Points**. See the action text for the action requirements associated with each point level. After you have entered the **Description and Implementation** and **Uploaded the Supporting Documentation**, click on the **Save Action Submission** button. Finally, when the action submission is complete and ready for review, change the status from "planned" to "completed" and resave.

<input checked="" type="checkbox"/> <b>Status</b> Current action submission status: Completed	Completed ▾
<input checked="" type="checkbox"/> <b>Requested Points</b> Point level requested for this submission	15 ▾

- User selects point value supported by the documentation as part of the submission from the drop down menu
- Reviewer confirms point value selected or changes based on review of the documentation

# Description of Implementation

Input a short summary of what was accomplished and the impact it had or will have on the district and/or school.

## DESCRIPTION OF IMPLEMENTATION:

In the text box below, please provide a short summary (300 word maximum) of what was accomplished and the impact it had or will have on the school community. Include relevant references to the uploaded materials. If you are pasting information into the text box, please be sure to check the content and format of the entry.

This is where you tell us what you did and the impact it had on the district and/or school.

# Upload Supporting Documentation

Select the file from your computer to upload

*Many types of files can be uploaded, up to 20MB.*

*You can rename it to be whatever you like.*

Once successfully uploaded it will appear in the box below



## UPLOAD SUPPORTING DOCUMENTATION

Please upload the supporting documentation required as outlined in the "What to submit to earn points for this action" section of the action. Simply enter a document title, click on the **Choose File** button to select the file, and then click on the **Upload** button. Up to six files can be uploaded. Each file must be uploaded individually. Individual files cannot exceed 20 MB. If there is a need to provide more than six documents, please combine documents into one PDF file. To remove any uploaded file, simply click the "X" in the column labeled "Delete." Be sure to click on the **Save Action Submission** before exiting this page.

### Document Title (optional)



No file selected.

Type	Title	Uploaded On	Delete
	Sustainable Energy Transition Plan	1/1/1970 at 12:00 AM	

Easily remove files by clicking "X" under Delete

# Be Sure to Save Action Submission

- At Top of Page

**ACTION SUBMISSION: SUSTAINABLE ENERGY TRANSITION PLAN**

You are editing the action submission for the action "Sustainable Energy Transition Plan." [Learn more about this action.](#)

Directions: Please complete this form to submit this action as part of your application. First, mark the Status as "planned" and, if it is a variable point action, indicate the **Requested Points**. See the action text for the action requirements associated with each point level. After you have entered the **Description and Implementation** and **Uploaded the Supporting Documentation**, click on the **Save Action Submission** button. Finally, when the action submission is complete and ready for review, change the status from "planned" to "completed" and resave.

Sustainable Energy Transit ▾

← Back to Application

**Save Action Submission**

- OR

- At Bottom of Page


**Document Title (optional)**

Sustainable Energy Transition Plan Documentation

Browse...

No file selected.

Upload

Type	Title	Uploaded On	Delete
	Sustainable Energy Transition Plan	1/1/1970 at 12:00 AM	✕

**Save Action Submission**

# Tips for Action Updates & Submissions

1

- Read the action descriptions to know what the action requires – do this even for actions you've done before; the requirements may have been revised

2

- In the Description of Implementation box provide a summary of recent accomplishments. Be sure to remove outdated information. The description should align with the supporting documentation

3

- Delete old documents and upload new ones that support the information contained in the summary

4

- Type in descriptive document titles for all uploaded files (i.e. Green Purchasing Policy or Outreach Materials)

# More Tips for Action Submission

- Do not mark an action as “Completed” if it has not been updated (unless it is needed to get the submit button to turn yellow)
- Be aware of your 6 document limit!
- Combine multiple documents into one to reduce number of documents to upload
- Save online documents (e.g. news articles) as PDFs and upload them to ensure access by reviewer
- Remove sensitive information before uploading your documentation – Once you are certified your information becomes publicly accessible on the website
- Inspire others! Tell a story in your narrative

# Calculating Points

- Use the ACTION TOTALS chart in left column to track your point totals.
- The default values will be a combination of Completed and Approved actions.

**SEARCH ACTIONS**

Type in a word(s) to identify all actions with that word(s) in the title

Planned  Completed  Must Revise  Not Approved  Approved  Expired

To identify actions by status, check the desired box or boxes above. The Action Totals box at right will also reflect only those actions selected. Click on the Clear Search button to return to the full action listing.

Search Actions Clear Search

Back to Top Expand All Collapse All

**ACTION TOTALS**  
(Completed, Approved)

Mandatory	0/1
Priority	0/3
Total	0/370
Categories	0/17
Actions	0/35

When you have completed all the actions you would like to include in your application, click on the button below.

- You can view different combinations by checking the desired boxes under SEARCH ACTIONS

**SEARCH ACTIONS**

Type in a word(s) to identify all actions with that word(s) in the title

Planned  Completed  Must Revise  Not Approved  Approved  Expired

To identify actions by status, check the desired box or boxes above. The Action Totals box at right will also reflect only those actions selected. Click on the Clear Search button to return to the full action listing.

Search Actions Clear Search

**ACTION TOTALS**  
(Planned)

Mandatory	0/1
Priority	1/3
Total	70/370
Categories	7/17
Actions	7/35

When you have completed all the



# Preparing to Submit District Application

- Mark actions that you plan to complete for credit as “Completed”
- There are **no** minimum requirements districts must meet to submit an application
- When ready to submit application for review, press the yellow “Submit...” button:
  - Confirm submission, and you will receive a notification in green at the top of the page the application has been submitted
  - All users on the account will receive an automatic email that your application has been submitted for review
- You will be locked from editing your application until review is complete

## ACTION TOTALS

(Completed, Approved)

Mandatory	0/1
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Priority	0/3
----------	-----

Total	20/370
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Categories	1/16
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Actions	1/34
---------	------

When you have completed all the actions you would like to include in your application, click on the button below.

Submit Application for Review

# Preparing to Submit School Application

- Certification Criteria visible on right hand side
- Action Totals – In school application you can also view points by District, School or Both..
  - District points flow from the District Application
  - District and School points combined determine ability to Submit Application for Review and Certification
- Gray submit button turns yellow once actions marked “Completed” and/or “Approved” meet the minimum requirements for bronze certification.
- Once submitted, the application is locked from editing until the review is complete

### CERTIFICATION CRITERIA

	<input checked="" type="radio"/> bronze	<input type="radio"/> silver
Mandatory	1	1
Priority	2	3
Points	150	350
Categories	6	8

### ACTION TOTALS

(Completed, Approved)

District
  School
  Both

Mandatory	0/1
Priority	0/10
Total	10/965
Categories	1/17
Actions	1/91

When you have completed all the actions you would like to include in your application, click on the button below.

Submit Application for Review and Certification

# Strategizing with your Online Application

1. First, determine the number of approved points, and check their expiration dates

**SEARCH ACTIONS**

Type in a word(s) to identify all actions with that word(s) in the title

Planned  Completed  Must Revise  Not Approved  Approved  Expired

ACTION TOTALS (Approved)	
Mandatory	0/1
Priority	0/5
Total	10/405
Categories	1/19
Actions	1/39

**Board Leadership & Planning**

**Green Enhancement of District Strategic Plans** Status: Approved

**10 Points** District Only

- Expires on 08/31/19
- Last updated 10/04/18
- This submission is currently locked

Actions that expire **after** the January submission deadline (1/1/2020) **do not** need to be updated.

2. Next, focus on updating actions that have expired

**Diversity & Equity**

**Breakfast After the Bell** Status: Expired

**20 Points**

- Last updated 08/07/18
- Expired on 08/07/18

**Diversity on District Task Forces & Committees** Status: Expired

**10 Points** District Only

- Last updated 08/07/18
- Expired on 08/07/18

# Strategizing with your Online Application

3. Look at the **not approved** actions and read the reviewer feedback to determine what was missing

Application Overview		Reviewer Feedback
<a href="#">View details and history</a>   <a href="#">Help</a>		
<b>Current Status</b> This application is <b>IN PROGRESS</b>	<b>IN PROGRESS</b>	
<b>Application History</b> This applicant has applied one time	Certified December 6, 201	
<b>Reviewer Feedback</b>	<b>2 published comments</b> <b>1 archived comments</b>	

Click here →

## REVIEWER FEEDBACK

No feedback has been published.

[SHOW ARCHIVED COMMENTS](#)

Feedback on Not Approved actions from a previous submission can be found by clicking “Show Archived Comments”

# Strategizing with your Online Application

- 4. Input information about **approved**, **expired** and **not approved** actions into the Master Action Tracking Spreadsheet so that your team can develop a plan for recertification
  - Spreadsheet is found on the [Green Team Resources Page](#) under the “Grants & Resources” tab of [www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
  - It includes the action name, submission requirements, shelf-life, resubmission requirements, and points for each action
- 5. Examine the actions which you have not previously submitted
- 6. Invite those with an interest in a particular area or with access to information to work on related actions (e.g. policy actions to board members, Breakfast After the Bell action to food service director, IAQ and IPM actions to Facilities staff, iSTEAM actions to curriculum and teaching staff, School District Foundation to PTO, etc.)

# Why Actions Are Not Approved

Pitfall	How to Overcome
<b>Action documentation completion date is outside the shelf life of the action</b>	Review the Introduction and “What to Submit” sections of the action to find the shelf life of eligible activity and documentation (i.e. how old can they be and still qualify to earn points). Only submit documentation that falls within this period.
<b>Proper documentation not submitted</b>	Ensure that the documentation uploaded fulfills the requirements outlined in “What to submit”
<b>Misinterpretation of Action Goals</b>	Closely read the “What to Do” and “What to Submit” portion of the action to ensure that what you plan to submit is in line with the intent of the action
<b>Seeking credit for same initiative under two different actions</b>	Any initiative may only be submitted under one action, even if it fulfills the requirements of more than one action. Review the entire application to spot duplication
<b>Failure to conduct outreach/education component required for many actions</b>	Read beyond the action’s title, paying close attention to the What to Do” and “What to Submit” sections
<b>Failure to complete the prerequisite action</b>	Check the Introduction and the “What to Submit” section for prerequisites, and make sure that any required are completed by the final application deadline.

# District and School Collaboration Required



- District actions **flow down to all** participating schools in the district
- Certification is awarded at the **school level**
- Need to determine at what level “Both” actions will be completed (If an action status is changed from “Unplanned” in the district application, then schools cannot complete it in their applications)
- District application needs to be completed in same time frame as school applications

There are **>400 points** that districts can earn to support school applications

# Action Updates for 2020

**Approval Extensions** – Actions that used to expire Aug 31<sup>st</sup> of certification year will now stay approved for a full year (except “Green Team” & “Strategic Plan Implementation”)

**Additional Priority action** – Sustainability Policy (10 pts)

## Change in Points:

- Green Team now variable points 10-15 points – earn additional 5 points by promoting your certification to school community
- School Gardens now variable point 10-30 points – earn 10 points for each distinct type of food-producing garden
- Non-Mandated Materials Recycling now variable points 5-20 points – earn 5 points for each ongoing recycling initiative

## New Actions:

- Future Ready Schools 10 points for bronze and 15 points for silver FRS certification
- Outdoor Classroom 10 points
- Sustainable Fleets 5-15 points for alternative-fuel fleet vehicles
- EPEAT 10 points for I.T. green purchasing



# Green Team Resources

The screenshot shows the Sustainable Jersey for Schools website. At the top, there is a navigation bar with a sign-in link, social media icons for Facebook and Twitter, and a central logo that reads "FOR SCHOOLS SUSTAINABLE JERSEY • CERTIFIED •". Below the logo is the slogan "one school at a time". The main navigation menu includes links for ABOUT, ACTIONS & CERTIFICATION, EVENTS & TRAININGS, GRANTS & RESOURCES (which is highlighted with a red arrow), MEDIA & COMMUNICATIONS, SUPPORT US, and a REGISTER button. The breadcrumb trail shows the path: Home > Grants & Resources > Green Team Resources. The main content area is titled "Green Team Resources" and features a section for "Ready, Set, Go! Quick Start Resources to Get You Moving" with a list of links and an icon of a clipboard. Below this are sections for "Program Overview", "Green Team Strengthening", and "Certification", each with a list of resources. A right-hand sidebar lists "GRANTS & RESOURCES" with links to "Sustainable Jersey Small Grants Program" and "Grants Portal", and "Green Team Resources".

Sign in or sign up.

RSS

FOR SCHOOLS  
SUSTAINABLE  
JERSEY  
• CERTIFIED •

A BRIGHTER  
FUTURE

one school  
at a time

ABOUT ACTIONS & CERTIFICATION EVENTS & TRAININGS GRANTS & RESOURCES MEDIA & COMMUNICATIONS SUPPORT US REGISTER

Home > Grants & Resources > Green Team Resources

## Green Team Resources

**Ready, Set, Go! Quick Start Resources to Get You Moving**

- [Certification Overview](#)
- [Application User Guide](#): Detailed guide providing guidance on how to manage users, navigate, and submit your application
- [Master Action Tracking Spreadsheet](#) (Updated April 2015)



**Program Overview**

- [Certification Overview](#): Including steps and application cycle
- [Ready, Set Go! Getting Started with Sustainable Jersey for Schools webinar and presentation](#)

**Green Team Strengthening**

- [Create Your Green Team Action](#): Read through this action to understand what the purpose of the Green Team is, why it is important, and how to get it started.
- [Secrets to a Successful Green Team](#)
- [Rubric for Assessing your Green Team](#)
  - [Description and Directions](#)
  - [Example Rubric Results – Stratford, NJ](#)

**Certification**

- [Action Description & Submission Requirements](#)

**GRANTS & RESOURCES**

- [Sustainable Jersey Small Grants Program](#)
- [Grants Portal](#)

**Green Team Resources**

## TIP!

Download the Master Action Tracking Spreadsheet:


<http://www.sustainablejerseyschools.com/grants-resources/green-team-resources/>


# Check out Examples - Action Spotlights

Exemplar submissions from currently certified schools are “spotlighted” in the action descriptions:

## Education for Sustainability Grades 4-12 Social Studies 5 Points School

Why is it important?	<p><b>Spotlight: What New Jersey schools are doing</b></p> <p><b>Bell Oaks Elementary School, Bellmawr Public School District</b> The students of Bell Oaks Elementary School viewed a Channel One News video that explained how Franklin D. Roosevelt’s “Four Freedoms” speech sought to move Americans to join the war and laid the framework for the declaration. To view Bell Oaks Elementary School approved submission click <a href="#">here</a>.</p> <p><b>Bret Harte Elementary School, Cherry Hill School District</b> During our Trash to Treasures project, students used waste products from their homes in order to create a usable product. This project effectively involved both students and parents as conversations extended into the homes as students sought to recycle and repurpose waste products. The creativity involved in the project also sparked interest among students and families alike, leading to far reaching effects such as follow-up conversations and suggestions for extension activities in the home. To view the complete description of Bret Harte Elementary School’s Trash to Treasures project click <a href="#">here</a>.</p> <p><b>Reeds Road Elementary School in Galloway, NJ</b> The fourth grade students Reeds Road Elementary School learned about the life cycle of plastic water bottles to help them understand how to combat linear waste. Students participated in a blind taste test of bottled and tap water. They brainstormed different ways to break the cycle of products that damage the environment through reducing, recycling, and re-using. Students were</p>
Who should lead and be involved with this action?	
Timeframe	
Project costs and resource needs	
What to do, and how to do it ("How to")	
What to submit to earn points for this action	
Spotlight: What New Jersey schools are doing	
Resources	

 Print Action Description

 Download PDF Version

# Check out Examples – Certification Reports

Use the Participating Schools Map to find examples of documentation from certified schools

*Search by action*



*View certified schools approved for that action*



*View certification report for example documentation*

**Map view** List view

Map Satellite

**TABERNAACLE ELEMENTARY SCHOOL**

BURLINGTON COUNTY

Certification Level: **Silver**

Certified On: August 09, 2018

Total Points: 440

Certification Report: [View Report](#)

Applicant Profile: [View Profile](#)

**BY TYPE**

- District
- School
- All

**BY STATUS**

- Registered
- Bronze Certified
- Silver Certified
- Any Certified
- Any

**BY CERTIFIED ACTION**

SEE INSTRUCTIONS BELOW

**Board Leadership & Planning**

- Professional Development for Sustainability
- District Sustainability Policy
- Green Enhancement of District Strategic Plans
- Strategic Plan Implementation of Green Initiatives
- School District Foundation

**SEARCH FEATURES**

# Sustainable Jersey for Schools Community Certification Report

 [Download PDF Version](#)

This is the Sustainable Jersey for Schools Certification Report of Tabernacle Elementary School (Burlington), a Sustainable Jersey for Schools silver certified applicant.

Tabernacle Elementary School (Burlington) was certified on August 09, 2018 with 440 points. Listed below is information regarding Tabernacle Elementary School (Burlington)'s Sustainable Jersey for Schools efforts and materials associated with the applicant's certified actions.

## Contact Information

The designated Sustainable Jersey for Schools (Burlington) is:

<b>Name:</b>	Gerald
<b>Title/Position:</b>	Principal
<b>Address:</b>	141 Ne Tabernacle
<b>Phone:</b>	609261

## Sustainability Actions Implemented

Each approved action and supporting documentation (Burlington) was approved for in 2018 appears changed and the documentation listed may include points associated with actions prior to 2013.

## BOARD LEADERSHIP & PLANNING

**District Sustainability Policy** 10 Points  District

### Program Summary:

The Tabernacle Township Board of Education recognizes its role as a responsible steward of the environment. Embracing the sustainable schools concept and building healthy and sustainable schools positively impacts not only our students' learning experience but the health of the entire community. To this end, it supports sustainable planning and operations, as well as sustainability education and shall therefore endeavor to meet the needs of the present without compromising the ability of future generations to meet their own needs. The District's goal is to not only incorporate sustainability into our operational and business practices to the extent of economic and practical feasibility, but to make it an integral part of the students' educational experience. We seek to preserve our natural environment while balancing social, economic and environmental issues. The District believes that it is both possible and desirable to:

- Protect the environment and preserve natural resources;
- Improve the learning environment and student health;
- Enhance sustainability leadership in our schools and community;
- Strive to create green and healthy spaces within and outside our schools;
- Create a culture of Environmental Stewardship.
- Save General Fund dollars that can be used towards education and jobs.

The District further believes that public education can provide leadership in sustainable development and operations. Therefore, it shall implement this policy in a manner that will involve those who attend, visit, and work in support of the District. The extent of this policy is far-reaching. It will include, but not be limited to:

- Facility operations, functionality, design and construction;
- Purchasing;
- Curriculum development;
- Health and Wellness.

The Superintendent, in consultations with the Business Administrator shall establish administrative procedures and guidelines to implement this policy. Our district continues to recognize the importance of sustainable practices. There is on going support for the SJ4S actions as we strive towards a more responsible & sustainable school.

 [BOE Approval Documentation](#)

 [District Sustainability BOE minutes 2017](#)

 [District Sustainability Policy Documentation/BOE](#)

 [District Sustainability Policy Documentation/screen shot](#)

@SJ\_Schools

# Partner With Your Municipal Green Team

## Look for Collaboration actions:

- Community Education & Outreach
- Green Fair
- Green Your Green Fair/School Event
- Civic & Stewardship Activities
- Recycling Non-Mandated Materials
- Energy Education- GEA
- School Gardens
- Community Asset Mapping
- Safe Routes to School

### TIP!

Look up your town on the Sustainable Jersey Municipal Program homepage to get contact information:  
<http://www.sustainablejersey.com/actions-certification/participating-communities/>

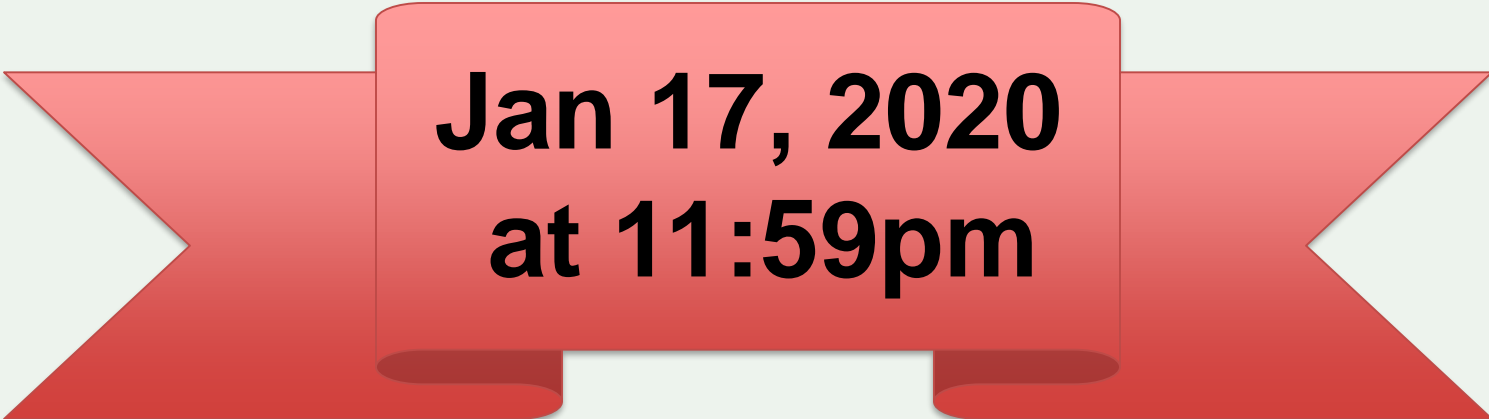


# Strategy for Moving Forward!

- Focus on completing your Green Team Action
- Two Priority Actions
- Update expired actions
- Review ‘Not Approved’ action comments
- Identify actions that district and school are already doing or could readily do
- Determine the outstanding items needed for each action to meet the submission standard
- Use the Master Action Tracking Spreadsheet to divvy up the actions and track progress
- Add contributors to your dashboard to help with the application; recruit admin or student interns to help with collecting and uploading documentation



# First Certification Application Deadline:

A large red ribbon graphic with a white border, featuring a central rectangular box with rounded corners. The ribbon has a slight 3D effect with a shadow underneath.

**Jan 17, 2020  
at 11:59pm**

# For More Information

- Visit us at [www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
- Email [schools@sustainablejersey.com](mailto:schools@sustainablejersey.com)
- Call Sustainable Jersey Staff
  - Heather McCall 609-771-2469
  - Veronique Lambert 609-771-3427



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The webinar and presentation will be posted on the [Webinar Recordings & Presentations](#) page of our website



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## Sustainable Jersey for Schools Underwriters



## Grants Program



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