

## SCHOOL CLEANOUT RECYCLING DIRECTORY

Follow these tips, and you'll have a successful school cleanout:

- Use school-wide announcements and flyers to inform everyone about the cleanout in advance.
- Instruct all classroom teachers to announce the cleanout day and time to their students.
- Properly label collection containers for recycling and trash and possibly reuse, if you plan to collect items to be donated or reused at the school.
- Only donate items to outside organizations that are in good condition and are reusable.
- Enlist parent volunteers or student leaders to act as sorting station captains during the cleanout and prepare them to answer recycling questions.
- Prioritize saving items like clothing and school supplies for reuse and recycle what you can. When in doubt about whether something can be recycled in your school's purple carts, refer to this directory or put it in the trash to ensure the "wrong things" don't contaminate the recycling.
- Electronics, appliances, hazardous materials like batteries and fluorescent bulbs (CFLs and tubes), and books should not be placed in the trash dumpsters or your purple recycle carts. Please contact DPS Sustainability Analyst, Eric Punkay (720-423-4171), to arrange to get these items specially collected and recycled. You will see that for these hazardous items the word "NO" is written in red to remind you that under no circumstance should they go in the trash or the purple recycle carts.

ITEM	DONATE/REUSE	RECYCLE IN PURPLE CART	SPECIAL RECYCLING COLLECTION	TRASH
<b>Aluminum Cans &amp; Foil</b>	NO	YES – if empty and clean	NO	NO
<b>Appliances – big and small</b>	YES	<b>NO</b>	YES- contact Eric Punkay	<b>NO</b>
<b>Aerosol Cans</b>	NO	YES- if empty	NO	NO
<b>Binders</b>	YES	No - unless cardboard and metal is removed	NO	YES
<b>Batteries</b>	YES	<b>NO</b>	YES- contact Eric Punkay	<b>NO</b>
<b>Books</b>	YES	NO	YES- contact Eric Punkay	NO
<b>Cardboard</b>	NO	YES- break down and flatten boxes	NO	NO
<b>Cartons- food &amp; beverage</b>	NO	YES – empty first	NO	NO
<b>Clothing</b>	YES	NO	YES – contact Eric Punkay	NO
<b>Composition Notebook</b>	YES	YES – remove binding	NO	NO
<b>Construction Paper</b>	YES	YES	NO	NO
<b>Contact Paper</b>	YES	NO	NO	YES
<b>Crayons</b>	YES	NO	NO	YES
<b>Disinfectant Wipes/Hand Sanitizer</b>	YES	YES – if empty and rigid plastic container #1-7	NO	YES – if a plastic bag dispenser
<b>Electronics</b>	YES	<b>NO</b>	YES -contact Eric Punkay	<b>NO</b>
<b>Dry Erase Spray</b>	YES	YES- empty and remove and trash plastic nozzle	NO	NO

<b>Foam Board</b>	YES	NO	NO	YES
<b>Folder- paper</b>	YES	YES	NO	NO
<b>Folder- plastic</b>	YES	NO	NO	YES
<b>Furniture</b>	YES	NO	YES- contact Eric Punkay	NO
<b>Glue/Glue Sticks</b>	YES	NO	NO	YES
<b>Graph Paper</b>	YES	YES	NO	NO
<b>Index Cards</b>	YES	YES	NO	NO
<b>Laminated - anything</b>	YES	NO	NO	YES
<b>Light Bulbs- CFLs or tubes</b>	NO	NO	YES- contact Eric Punkay	NO
<b>Markers</b>	YES	NO	NO	YES
<b>Note Pad- flip</b>	YES	YES	NO	NO
<b>Note Pad – spiral</b>	YES	YES- remove and trash metal or plastic spiral first	NO	NO – spiral only
<b>Paper</b>	YES	YES	NO	NO
<b>Paper Binder Dividers</b>	YES	YES- remove and trash plastic tabs and hole protectors first	NO	NO
<b>Paper Cups</b>	NO	YES – empty and remove and recycle paper holder, trash lid and straw first	NO	NO
<b>Paper Towel Roll</b>	YES	YES	NO	NO
<b>Pencils – any</b>	YES	NO	NO	YES
<b>Pencil Pouch or Sharpener</b>	YES	NO	NO	YES
<b>Pens</b>	YES	NO	NO	YES
<b>Plastic Binder Dividers</b>	YES	NO	NO	YES
<b>Plastic Bottles &amp; Containers</b>	NO	YES- all empty rigid plastic bottles and containers #1-7	NO	NO
<b>Plastic Grocery Bags</b>	YES	NO	YES- take to local grocery store	YES
<b>Plastic Toys</b>	YES	NO	NO	YES
<b>Plastic Wrappers</b>	NO	NO	NO	YES
<b>Reusable Water Bottles &amp; Food Containers</b>	YES	NO	NO	NO
<b>Rulers</b>	YES	NO	NO	YES
<b>Sandwich Bags</b>	NO	NO	NO	YES
<b>Scissors</b>	YES	NO	NO	YES
<b>Steel Cans</b>	NO	YES – if empty	NO	NO
<b>Tape – any</b>	YES	NO	NO	YES

