

2014-15 Book Recycling

Below is some general guidance on book and paper recycling. Please coordinate with your school's custodial staff to determine the location of recycling bins and the appropriate quantities of materials that can be recycled at any given time. If necessary, please conduct your school's recycling activities in phases. Note that books should never be placed on the curb by your school.

Should you have any questions about which materials can be recycled or have large quantities, please contact the Division of Teaching and Learning's Service Center at (718) 935-3334 or curriculum@schools.nyc.gov.

Softcover Books and Paper:

Outdated and no longer needed softcover books can be placed in regular paper recycling at any time.

Small Amounts of Hardcover Books:

Outdated and no longer needed hardcover books must have the interior pages removed from the binding. The interior pages may then be placed in regular paper recycling. The hardcover bindings should be placed in the trash.

Please coordinate with your school's custodial staff to ensure that these materials are placed in receptacles in the correct location.

Examples of Outdated Core Curriculum Materials to be Recycled:

- **NYSED Expeditionary Learning, Student and Teacher Materials for Grades 3 – 8**
 - The materials for this program were upgraded for School Year 2014-15 to include text permissions for all missing texts. Therefore, all schools continuing use of the program were required to order new student and teacher materials. If your school ordered and received the new materials, you may recycle the student and teacher materials from School Year 2013-14.

- **Pearson ReadyGen, Teacher Materials for Grades K-5**
 - For schools that ordered Pearson ReadyGen for grades K-5 in School Year 2013-14, the final phase of materials was delivered in July 2014. This included the final teacher materials. If your school received the final delivery of teacher materials, you may recycle the teacher materials from School Year 2013-14.

Instructional materials are valuable assets to your school. These materials should only be recycled if they are significantly outdated (e.g., extreme wear and tear, there are newer program materials already in use in the school, etc.) and you are able to identify and obtain replacement materials.