# National Green Schools Society

## Handbook

*Making the Green Difference!*

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# Welcome to the NGSS Handbook

**National Green Schools Society** provides a structured program for high-achieving, environmentally focused students to create extraordinary impact in schools, organizations, and communities while getting the recognition they deserve on a state and national level. The NGSS program develops bright, civic-minded, environmentally literate citizens. By establishing NGSS in your school, students in grades K through 12 will advance their passion for preserving the environment through environmental service projects, leadership, and activism.

Essentially, this is the formula:

- Your school or organization signs up for NGSS.
- Students are inducted and leaders are elected. (Optional)
- Each student or the group selects an environmental service project or multiple projects for the year.
- Submit an end of year report to NGSS.
- Apply for student recognition and awards
- Celebrate success at end of year recognition nights and/or award ceremonies.

While your efforts should be largely student-led and self-sufficient, our job at the national organization is to funnel information, ideas, and opportunities to keep momentum high and connect you to our network for resources, partnerships, and successful projects. To get started, ask a teacher or other school mentor to sign on and join. Make sure to follow procedures to get the recognition you deserve.

We've created this Handbook to be a guide with information on how to incorporate NGSS and keep it going throughout the year.

Our goal is to keep you informed and provide you with ideas, inspiration, and information to keep your projects moving forward. Your goal is to ensure that continuous progress is happening on projects – and if you get into a jam, get stumped on the next move, or find obstacles in your way, you can contact us at any time to get perspective, be connected to resources or contacts, or connect to other schools that have had similar experiences.

Our handbook was developed to provide a framework and offer ideas for how to incorporate NGSS into your school or community.

# NGSS Overview

We have four different sections of NGSS, and it's a good idea to familiarize yourself with all of them because they will be like stepping stones in a school system.

## NGSS - High School

A high school membership is focused on individual and team environmental service projects. At minimum, every member must commit to 20 hours of service per year in order to qualify for awards and recognitions. NGSS high school members must earn service hours in environmental service and environmental education. Students wishing to graduate with distinction must complete additional service hours in project-based learning as well as environmental education and environmental service. If part of a club, class or larger group Project Green Schools recommends having elected officers and conduct fundraising activities. If you elect to have an induction ceremony, inductions can take place on a rolling basis and in a special ceremony at the beginning or end of the school year.

| Service and Education Hours | Honor |
|---|---|
| **20-39 hours** | Bronze Leaf pin |
| **40-69 hours** | Silver Leaf pin |
| **70-100+ hours** | Gold Leaf pin |

**To Graduate with Distinction:**

| Service and Education Hours | Honor Stole |
|---|---|
| **100 - 199 hours** | Green |
| **200 - 299 hours** | Silver |
| **300+ hours** | Gold |

## NGSS – Middle School

It is common for NGSS – Middle School members to work as a team on projects, yet many members at this age take on individual projects. Members pledge a minimum of 20 hours of environmental service to their school and community, and are encouraged to do more hours if they work on multiple projects. Students should have a combination of environmental service and environmental education hours. If part of a club, class or larger group Project Green Schools recommends electing two junior officers and fundraising activities are coordinated with their NGSS advisor. An induction ceremony is also encouraged.

| Service Hours | Honor |
|---|---|
| **20-39 hours** | Bronze Leaf pin |
| **40-69 hours** | Silver Leaf pin |
| **70-100+ hours** | Gold Leaf pin |

**NGSS – Elementary**. Students are encouraged to work together as a group on environmental service projects, such as recycling or composting or planting a school garden. These easy-to-implement programs are fun and educational. Elementary members receive individual certificates and the elementary school receives recognition for its contributions. Grade 5/6 students are often old enough to start individual projects, help with the younger students, or work as a team to begin a more complex project together. To receive awards and recognition, elementary students need to complete a minimum of 20 hours of service throughout the year.

| Service Hours | Honor |
|---|---|
| **20-39 hours** | Bronze Leaf pin |
| **40-69 hours** | Silver Leaf pin |
| **70-100+ hours** | Gold Leaf pin |

## NGSS – Virtual is for independent, home-schooled, or non-traditional students in grades 5-12

Students who do not attend a public or private school or are not connected to a group can join NGSS – Virtual. Members work independently on projects in their communities or schools and are guided in their work by an advisor. An advisor could be a parent, teacher, administrator or community leader. Students should have a combination of environmental service and environmental education hours.

| Service Hours | Honor |
|---|---|
| **20-39 hours** | Bronze Leaf pin |
| **40-69 hours** | Silver Leaf pin |
| **70-100+ hours** | Gold Leaf pin |

# How to Incorporate NGSS Into Your School or Existing Club

NGSS needs students, an advisor, and support from school or organization administration. More than likely you already have the internal structure in place to add NGSS as a student club. Schools often will add NGSS as a new program to kick off an environmental club or add NGSS to compliment an existing program. Students, educators, and administrators work together to complete the paperwork to get the program up and running. Here are some tips to help you get started.

## For students:

- Make sure that you have researched NGSS and have material with you when you speak with teachers or school administrators.
- Ask a teacher or school mentor to be the advisor and support your efforts to get join NGSS.
- Meet with the principal, superintendent, or other important administrators to explain NGSS, its benefits, and what your plans are to bring NGSS to your school.
- Have sample project ideas that will improve the school's sustainability and how those projects will involve students.
- Explain NGSS student recognition and awards, and how you think NGSS will fit into the overall culture of the school.
- Complete the paper work necessary to join as an individual, school or organization club.
- Think about how you can raise funds to cover projects.

## For educators:

- Speak with administrators to discuss the process of getting NGSS recognized as a school club.
- Explain how NGSS projects and programs can benefit students and be included as curriculum enrichment.
- Engage students who are excited about starting joining NGSS.
- Understand hour requirements and fundraising activities.
- Recruit students and begin the induction process.
- Review and develop member guidelines, student leadership requirements, and student recognition and awards with student leaders and hold officer elections.
- Work with leaders to add NGSS student recognition and awards to underclassmen awards, senior awards night, and graduation.

## Step 1 Complete an Application.

The application can be found online at http://projectgreenschools.org/start-a-ngss-chapter/

## Step 2 Recruit students

When your NGSS membership is established, begin the recruitment process of engaging students. Advertise NGSS around school and host information meetings to attract students to NGSS. Write an article about it for the student newspaper, mention it in daily announcements, and talk about it to your classmates and friends. Use the NGSS Template that we have designed for you and fill it out with your information. Some schools may already have a green team or environmental club with students to induct. Promote NGSS alongside club membership as an added benefit and add it to your agenda to discuss at meetings. Have interested students complete a NGSS Student Member Application (See Appendix D).

## Step 3 Induct student members

Induction into NGSS is based on environmental stewardship and service, not on academic grade point average. While there is an element of scholarship associated with NGSS, the real motivator for students who join is their commitment to environmental and sustainability issues. An Induction ceremony can take place in the fall or spring, and we encourage groups to also establish rolling inductions. After induction, provide members with an overview of the NGSS environmental service project process, which includes selecting a project or becoming part of a team project, tracking service hours, understanding award and recognition procedures and document submission, and end of year ceremonies. Give new student members the list of expectations for the year.

## Step 4 Elect Student Leaders

Follow the offer election process outlined in the guidelines. The Handbook provides a sample election form.

## Step 5 Accept NGSS

Included in the Handbook is a sample NGSS set of guidelines that we like all members to follow; however, you may adjust these guidelines to fit your school's culture and other existing procedures or policies that you may have already established. We encourage flexibility with the guidelines and want you to use the guidelines as a starting point to developing your own. The leaders of NGSS must approve your guidelines. NGSS student leaders must be familiar with the processes, documents, forms and processes that they will manage throughout the year

# NGSS and STEM

At NGSS we are well aware that we share the same acronym as the Next Generation Science Standards. While we are in no way affiliated with the standards, we are proponents of them and hope that schools and students use them to formulate projects for NGSS.

NGSS solidly supports STEM, eSTEM, and STEAM projects. STEM stands for Science, Technology, Engineering, and Math, all of which are an essential part of environmental science, innovation in renewable energy resources, as well as other components of green and sustainable fields of study. The "A" in STEAM refers to ART.

NGSS has been recognized for its inclusion and development of eSTEM projects in schools. NGSS encourages student members to design their projects around 21st Century Skills, innovation, and the development of skills to align with green careers and sustainability and environmental majors at the university level.

NGSS student members who are interested in STEM-related projects should focus on these areas:

- Agriculture
- Architecture
- Biological and bio-medical sciences
- Computer and information sciences
- Conservation
- Engineering and engineering technology/technicians
- Environmental health
- Health professionals and clinical sciences
- Mathematics and statistics
- Natural resources management
- Physical sciences
- Renewable energy
- Sustainability
- Waste management

# NGSS and Green Careers

At the high school level, in particular, we want to make sure that our NGSS student members are aware of green careers and fields of study for college majors. Our internship and community partner service hour requirement is intended to help students engage with a business, agency, organization, or mentor that has experience in green and sustainable business processes, products, or services.

# Benefits of National Green Schools Society

## NGSS Student members:

- Students, individually or as a team, participate in environmental service projects, including STEM, which have a direct impact on the school and local environment.
- Students are seen as environmental leaders in their school and community.
- Members get real world experience by leading fundraising events, organizing and managing projects, working in teams, and making presentations.
- Students have the opportunity to take on leadership roles on a national level and participate in student-led webinars, conference calls, and events.
- NGSS partners provide project ideas and in some cases school funding for environmental service projects.
- Graduating NGSS student members are honored at graduation with a distinctive NGSS stole when they meet specified requirements showing exemplary environmental stewardship
- NGSS facilitates student recognition and awards at the state and national level.
- Members use their environmental projects to qualify for scholarships and awards.

## NGSS Advisors:

- NGSS works with members to maintain momentum for environmental projects, education, and activism – creating vitality for active and productive members.
- NGSS's growing national network of environmental education, non-profit organizations, and business and government partners can help you organize events, programs, and resources. In some cases, partner organizations have funding for specific projects.
- NGSS provides ongoing one-on-one support to help you carry on the important work with your students.
- NGSS includes service hours for eSTEM, STEM, and STEAM oriented projects.
- Advisors and faculty receive regular updates, publications, news, and content that will help broaden the program's impact on the environment, school, and students.

## NGSS schools or organizations:

- Your school or organization will receive an NGSS banner to announce and promote the school's NGSS membership . (Coming Soon!)
- A template is provided to each school found at the end of the handbook to help promote the NGSS to students, online and customizable to your school.

## NGSS Partners:

- We work collaboratively with our partners, which include non-profit organizations, government agencies, and businesses, to build a robust network of like-minded groups that provide environmental, energy, and sustainability education and literacy programs to k-12 schools.
- Our partners form a strong network that is supportive of NGSS. NGSS promotes their programs, materials, training, projects, and funding opportunities to students and schools.
- Many of our partners and supporters see NGSS as a strategic partner inside schools that can work directly with students and educators to maintain momentum for environmental service projects and student engagement.
- Partner organizations also help us to advocate for students and raise the awareness of student voices as part of environmental policy and education.
- NGSS and partners support social media platforms for greater outreach.

# NGSS Environmental Service Project Overview

NGSS student members must commit to a minimum of 20 environmental service hours per year. To achieve this, NGSS members go about this in different ways. Some members decide that they will do one project in the year, such as a composting program in a school. Or, they may have multiple group projects going on at one time. Still other members have team projects and members who are working on individual projects.

Taking on an individual project is up to the student and could be based on an idea or topic that a student is passionate about, like increasing the use of water bottles among the student population. Seniors often have a senior project that they work on throughout the year. If it has an environmental focus, the senior may qualify for NGSS graduation honors and awards. Student members who are doing individual or team projects with other organizations (like Eagle Scout projects) can use those service hours for awards and recognition through NGSS if the project has an environmental component and meets service hour requirements in environmental service and environmental education.

When considering what projects to implement, think about starting small and getting some quick positive results and outcomes, then growing the project step by step. Most importantly, set goals for the project and regularly check in. Look at the desired outcome at the end of your project and then work backwards, outlining the steps that you need to achieve your goals.

Here is a brief overview of the process:

- Meet as a team to discuss group and individual project ideas.
- Decide on what projects will be implemented as a team.
- Individuals select their projects and create an overview. Use the NGSS Student End of Year Report (Appendix A) as a guide to creating a project overview or proposal.
- Set goals and make sure to regularly check in on progress.
- Track your service hours on a weekly basis on the NGSS Service Hour Tracking Sheet (Appendix B).
- NGSS leaders should ensure that members are aware of and recording any field experiences that they attend.
- Starting end of February, student members should begin gathering information to complete required documentation.
- All documents must be submitted to NGSS during the submission window to qualify for NGSS certification, state and federal awards, and other recognitions that we may have available to our members.
- Prepare for end of the year ceremonies in your school.

# NGSS Student Awards and Recognition Requirements

NGSS student members can qualify for awards by working on a group project or on independent projects that total a minimum of 20 hours of environmental service for the year and by submitting the appropriate documentation on time. These requirements apply to all members. Awards and recognitions include an NGSS certificate and pin, state-level citation for graduates, and, for students who qualify, environmental recognition at the federal level.

Please note that members must complete and submit the appropriate documentation.

**All documentation is due in the Spring.** Members will submit the following:

- Submit a NGSS End of Year Report (Appendix A)
- Submit a NGSS Service Hour Tracking Sheet outlining service hours (Appendix B)
- Only Graduating Seniors seeking Honor Stole also submit a graduation essay (Appendix C)
- NGSS forms for recognitions and awards can be uploaded online at http://projectgreenschools.org/green-schools-society starting in March.
- All NGSS student members are eligible to apply for US EPA's Presidential Environmental Youth Award Certificates with appropriate documentation. EPA documentation must be completed individually using the EPA forms and mailed directly to your local EPA regional office. A sample application is included here for your information; all forms should be downloaded from the EPA's website: http://www2.epa.gov/education/presidents-environmental-youth-award

In addition, we strongly encourage you to participate in:

- Green Schools National Network Conference
- The Green Difference Awards Ceremony at the Massachusetts State House in Boston
- For more information about these conference and awards ceremonies, go to the Project Green Schools website: www.projectgreenschools.org.

**Please Note:** Project Green Schools requires a minimum of 10 business days once you've submitted your paperwork to process and mail pins to your school. Please be mindful of the calendar and your end of year celebrations so that the pins can arrive in time.

## NGSS seniors/graduates

Graduates must perform hours in environmental service and environmental education to be eligible to receive a NGSS graduate certificate and honor stole to wear at their graduation ceremony. Service hours can be accumulated from a combination of courses, club activities, service or class projects, STEM projects, attended events, special programs, conferences, and so on.

| Service and Education Hours | Honor Stole |
|---|---|
| **100 - 199 hours** | Green |
| **200 - 299 hours** | Silver |
| **300+ hours** | Gold |

- Students who meet these requirements must upload using the graduation form:
  - NGSS End of Year Report – Appendix A
  - NGSS Service Hour Tracking Sheet – Appendix B
  - NGSS Graduation Form which includes a two-page essay about environmental service or STEM and its impact – Appendix C
- All documentation listed above is collected and uploaded through our ONLINE application which will opens in March.
- Submit a fee of $45 to cover the NGSS honor stole, citations, and related processing and mailing fees.
- Paperwork can be uploaded and completed online at https://projectgreenschools.org/green-schools-society/ starting in March
- **Please Note:** Project Green Schools requires a minimum of 10 business days once you've submitted your paperwork to process and mail pins to your school. Please be mindful of the calendar and your end of year celebrations so that the pins can arrive in time.

# National Green Schools Society Guidelines

**Implement NGSS Guidelines as you see fit for your school or community.**

## Article I. NGSS Mission Statement and Purpose

**Section 1:** National Green Schools Society provides a structure-based program for grades K-12 that encourages its student members to engage in sustainable living and environmental stewardship and advocacy.

**Section 2:** The purpose of the organization and its members is to have student members conduct environmental service projects in their schools and communities. NGSS facilitates awards and recognition for students who exhibit outstanding achievement in environmental stewardship.

## Article II: NGSS Establishment and Expectations

**Section 1**: To establish NGSS, a representative of the school, organization, or program must submit an application, and any additional associated documentation as specified by NGSS.

**Section 2:** An advisor must be appointed by the school's or organization's administration to oversee and manage NGSS members. This advisor can be a teacher, parent, or other adult mentor.

**Section 4:** Members are expected to maintain an active student membership base and can induct as many students as it deems appropriate per year.

**Section 5:** NGSS encourages advisors and student members to work in partnership and in coordination with administration, student council, other honor societies, student groups and clubs, athletic programs, and other extracurricular activities.

## Article III: Meetings

**Section 1:** Members are expected to hold regularly scheduled meetings. Attendance of members should be mandatory and properly documented.

**Section 2:** Special meetings may be called by the advisor, officer, or by a quorum of members.

## Article IV: Officers and Elections

**Section 1:** NGSS must appoint or elect the following officers from the student membership: President, Vice President, Secretary, Treasurer, Communications and/or Fundraising Officer

**Section 2:** Your members will determine its election methods and procedures.

**Section 3:** Your members will determine the role and responsibilities of these officers.

**Section 4:** The officers must formally accept the NGSS guidelines in a way suitable to them. Members can make changes to the guidelines to enhance and customize policies and procedures.

**Section 5:** New officer elections should be conducted each year before the end of the year ceremony. Use the NGSS Student Officer Election form or create one of your own.

**Section 6:** NGSS Officers receive service hours for their service:

- President: 10 hours
- Vice President: 6 hours
- Secretary: 5 hours
- Treasurer: 5 hours
- Communications: 5 hours
- Fundraising: 5 hours
- Junior officer: 5 hours

## Article V: Membership Acceptance Process

**NOTE:** NGSS – Elementary members are exempt from this section, with the exception of Section 6. NGSS – Middle school members do not have service hour requirements for induction, yet should host an induction ceremony and must follow all other section. NGSS – Virtual members are exempt from this section.

**Section 1:** A student can submit an application for induction or be asked by the advisor or student members to submit an application for induction.

**Section 2:** The eligible student must submit an application that outlines his or her goals for positively impacting the school and community, his or her commitment to environmental service, and why the student wants to join NGSS. The application will be reviewed by the advisor and member officers. Use the NGSS Student Member Application (Appendix C) form or create one of your own.

**Section 3:** The advisor and officers will make a decision on the acceptance of an applicant within two weeks of an application.

**Section 4:** The applicant will be notified in writing of his or her acceptance.

**Section 5:** No student applicant may be denied membership on the basis of race, color, age, disability, religion, gender, national origin, marital status, political affiliation, sexual orientation or any other unlawful reason.

**Section 6:** NGSS members will decide when student applications are due and when the induction ceremony will take place. Recommended practices include a fall deadline for applications with induction ceremonies taking place in the fall and/or spring with rolling inductions throughout the year.

**Section 9:** Once a student is inducted, he or she will retain membership in NGSS as long as all membership requirements are met.

## Article VI: Membership Requirements and Expectations

**Section 1:** Each student member is required to commit to 20 hours of environmental service per year. These service hours can be earned as part of an individual or group project, through environmental education programs, environmental project-based learning, or community engagement and internships.

**Section 2:** Each student must track his or her service hours monthly on a NGSS Service Hour Tracking Sheet. The members should help facilitate service hour tracking by putting a system in place to manage tracking sheets and make forms available.

**Section 2**: Each student member must participate in at least two fundraiser events that will support their program.

**Section 3:** Each student member must attend monthly meetings or the meeting schedule determined by the organization/club/membership. Special meetings may be called by the advisor, officers, or by a quorum of members. No more than three meetings can be missed in a year. The advisor and officers must be notified in advance of an absence. If notification is not possible then a reasonable explanation must be provided.

**Section 4:** Each student member is expected to attend the NGSS induction ceremony at the beginning of the school year and the end of the year closing ceremony or awards

evening. Members will determine the structure of these events.

**Section 5:** Any member who causes deliberate dissension or disruption of a project, program or meeting may be denied participation in member activities by a vote of two-thirds of the membership and the consent of the advisor. Reinstatement of participation rights can be requested and membership may restored with the consent of the advisor and two-thirds of the membership.

## Article VII: Membership

**Section 1: Active Members:** Inducted students who are in compliance with all membership requirements and expectations are considered Active Members. Students who transfer from a school and were members of another NGSS can transfer to the school's program without induction.

**Section 2: Inactive Members:** Students who have left the program or are in noncompliance with membership requirements and expectations are considered Inactive Members. The advisor and officers will determine if a member is to be reinstated. Inactive members do not have voting rights.

**Section 4: Graduate Members:** Students who graduate from NGSS do so with the required service hours from a combination of environmental service, environmental education and project-based learning. Graduates receive a NGSS honor stole, certificate of distinction, and other associated honors. Once graduated, graduate members do not have voting rights.

## Article VIII: Benefits

**Section 1: NGSS student members receive:**

- Eligibility to serve as a NGSS student member
- Eligibility to receive recognition
- NGSS end of year award certificate based on end of year report
- Subscription to Project Green Schools newsletter
- Invitation to the Green Difference Awards ceremony in Massachusetts

**Section 2: NGSS – Middle student members receive:**

- Eligibility to serve as a NGSS student member
- Eligibility to receive state and national awards

- NGSS end of year award certificate based on end of year report
- Subscription to Project Green Schools newsletter
- Invitation to the Green Difference Awards ceremony in Massachusetts

**Section 3: NGSS – Elementary student members receive:**

- A NGSS end of year award certificate based on end of year report
- Eligibility to serve as a NGSS student member
- Eligibility to receive state and national awards
- Invitation to the Green Difference Awards ceremony in Massachusetts

**Section 4: NGSS – Virtual student members receive:**

- A NGSS end of year award certificate based on end of year report
- Eligibility to receive state and national awards
- Subscription to Project Green Schools newsletter
- Invitation to the Green Difference Awards ceremony in Massachusetts

**Section 5: NGSS advisors receive:**

- One-on-one support to help you carry on the important work with your students and maintain momentum for environmental projects, education, and activism
- Regular updates, publications, news, and content that will help broaden the programs's impact on the environment, the school, and fellow students through a subscription to Project Green Schools newsletter
- Invitation to the Green Difference Awards ceremony in Massachusetts

**Section 6: NGSS schools receive:**

- NGSS banner (coming soon!) to announce and promote the school's NGSS membership
- Marketing material to promote the NGSS to students – see template at end of handbook

## Article IX: Legal Statement for NGSS

- Members are allowed to use the NGSS logo on materials that are for member use only.
- Members take on the responsibility for the behavior and actions of student members.

# NGSS Service Hour System

NGSS has established this service hour system for student members. Student members can receive service hours for performing tasks, creating events and projects, and making lifestyle changes. Members can customize this list of service project tasks and create associated hour estimates.

| Category | Service Examples | Service Hours |
|---|---|---|
| **Awareness** | ✓ Designing signage<br>✓ Hanging up signs<br>✓ Designing awareness items (hats, t-shirts, wristbands, bumper stickers). This could tie in with fundraising (sale of items)<br>✓ Number of hours distributing materials<br>✓ Creating an awareness day throughout the school for environmental days of observation (example: wear green one day a month)<br>✓ Creating awareness throughout the school for Earth Day and other environmental days of observation<br>✓ Creating a piece of sustainable art to raise awareness, placed in a prominent area in the school | Various hours can be earned with ongoing projects. Hours must be tracked and documented. |
| **Community Service** | ✓ Water quality testing<br>✓ Water harvesting<br>✓ Clean-up days<br>✓ Planting or adopting a tree<br>✓ Make your own non-toxic cleaning products<br>✓ Composting and mulching<br>✓ Creating or maintaining a garden<br>✓ Campus beautification<br>✓ Outdoor classroom<br>✓ Partner with local organizations for | Various hours can be earned with ongoing projects. Hours must be tracked and documented. |

| | | |
|---|---|---|
| | special projects | |
| **Education** | ✓ Creating Public Service Announcements<br>✓ Creating an environmental movie for film festival<br>✓ Creating environmental presentation<br>✓ Attending conferences or leadership workshops<br>✓ Special field trips, such as going to an organic farm<br>✓ Attending an environmental or agricultural fair<br>✓ Developing or creating lesson plans or resources<br>✓ STEM, eSTEM, or STEAM educational experiences<br>✓ Robotics teams and other green engineering activities or classes<br>✓ Technology development, such as apps<br>✓ Renewable energy projects | Various hours can be earned with ongoing projects. Hours must be tracked and documented. |
| **Events** | ✓ Sustainable clothing (such as a clothing swap, donated prom dress sale, green graduation cap and gowns)<br>✓ Green prom<br>✓ Green graduation<br>✓ Organizing an event or fundraiser<br>✓ Environmental fair<br>✓ Assembly/Presentation<br>✓ Fundraisers and collections, such as shoe drive, batteries, cartridges, and electronics<br>✓ Annual kick-off ceremony<br>✓ Green dances, fashion shows<br>✓ STEM events such as conferences, workshops, camps, or science fairs | Various hours can be earned with ongoing projects. Hours must be tracked and documented. |
| **Fundraising** | ✓ Sale of awareness items<br>✓ Bake sale<br>✓ Bottle recycling, redemption center<br>✓ Giving tree: paint a mural and sell leaves | Various hours can be earned with ongoing projects. Hours must be tracked and documented. |

| | | |
|---|---|---|
| **Lifestyle** | ✓ Walk or bike to school<br>✓ Carpool<br>✓ Avoid red meat, eat foods that create low carbon footprints<br>✓ Properly dispose of cosmetic and other toxic chemicals<br>✓ Use a reusable water bottle<br>✓ Bring a lunch to school that is environmentally friendly (i.e., reusable containers)<br>✓ Buy organic foods (farmer's markets)<br>✓ Buy local foods<br>✓ Use a reusable shopping bag<br>✓ Take shorter showers<br>✓ Turn the faucet off when brushing your teeth<br>✓ Recycle paper<br>✓ Ask your principal about getting solar panels<br>✓ Start a zero waste policy in the cafeteria<br>✓ Suggest moving towards more sustainable practices in the cafeteria ( i.e., reusable or compostable silverware and plates)<br>✓ No idling in pickup loop, emitting gases<br>✓ Use sustainable or green products at home<br>✓ Stay informed on environmental issues through TV programs, newspapers, books etc.<br>✓ Keep a food journal so you are conscious of what you eat, change diet to be "greener"<br>✓ Maintain a short lawn<br>✓ Look for fair trade certified products<br>✓ Look for green seal or eco-logo certified products<br>✓ Watch your energy usage (Personal Energy Use Audit)<br>✓ Compost<br>✓ Snip the rings on six-pack drink packaging<br>✓ Buy products with the least amount of packaging | ½ hour per eco-friendly lifestyle choice |

| | |
|---|---|
| **Political Action** | ✓ Meet with local politician about environmental topics<br>✓ Write letters to the editors of a newspaper; local state and federal government representatives<br>✓ Run a campaign for a specific cause<br>✓ Sign a petition or make a pledge for the environment<br>✓ Work with the school to develop sustainable policies and procedures of environmental interest<br>✓ Research the environmental standpoints of candidates |

# Induction and End of year Ceremonies

**Implement NGSS Guidelines as you see fit for your school or community.**

## Induction Ceremony for National Green Schools Society

The following content and scripts are examples only. Each membership can determine the content and length of the ceremony and speeches. Induction ceremonies are recommended to take place at the beginning or end of the school year after application and membership decisions have been determined. Consider holding the ceremony outdoors, weather and technical issues permitting, or find a way to have a focus on nature during the induction proceedings. NGSS and NGSS – Middle school members hold an induction ceremony. NGSS – Elementary members take a group pledge. All of these scripts and suggestions can be reformatted to fit existing programs already in place at your school.

**Things to consider for the ceremony:**

- Determine program agenda and location for the induction ceremony. The ceremony can be a NGSS only event or as part of another school event.
- Notify students who have been selected for induction in writing of the plans, date, and time for the induction ceremony. Confirm and communicate plans to school administration, advisors, and other important people, such as parents.
- Have a membership roll call at the ceremony and have the Handbook on display.
- Divide the speeches among the officers.
- Welcome the guests and introduce and or acknowledge special guests or representatives.
- Introduce the officers of the membership.
- Introduce the proceedings with a short history of the organization.

## Sample Scripts

Use the outline and sample scripts as guide. Edit or rewrite a script to help you organize your thoughts for the induction ceremony.

**Introduction**

"Today, we are here to induct students into our NGSS membership. It is a pleasure to welcome you here to share in the induction of_____(*number of inductees*) members into_____(*school name*) National Green Schools Society. Through hard work, leadership, and dedication, the candidates have earned the right to be called stewards of our environment. It is a

title of honor, signifying a commitment to the preservation and conservation of the earth's natural resources and an understanding of environmental issues. NGSS encourages environmental advocacy and has inspired students across the country to take an active role in their local communities to create a positive environmental impact."

**Summary of the history of the environmental movement (Optional)**

"The environmental movement is a not just a modern trend. Rachel Carson embodied the environmentalist movement with the publishing of her book *Silent Spring* in 1962. Her voice and writings echoed the concepts of environmental sustainability: *Like the resource it seeks to protect, wildlife conservation must be dynamic, changing as conditions change, seeking always to become more effective*. The environmental movement emerged in the 19th century, when the effects of the reckless frontier attitude started to become evident in forms of mass deforestation, natural resource depletion, and widespread air and water pollution. The culminations of all the concepts of the environmental movement are contained in the celebration of Earth Day on April 22, which stemmed from the idea of Wisconsin Senator Gaylord Nelson. He believed that our environment deserved immediate attention and a day set-aside for the nation to learn, teach, and reflect on the importance of living sustainably. Earth Day was first observed in April 1970, with 20 million people in the United States showing their green spirit by cleaning up their communities. Earth Day's establishment energized youth spirit and ignited support for its celebration. The future of our nation's environment depends on the encouragement of youth environmental action. National Green Schools Society creates an outlet for the environmental stewardship that our planet needs."

**Overview the of the students to be inducted**

"Standing before me are young men and women who have completed____or more hours of environmental service (if applicable to students). These students are consistently and actively impacting our community and the world. They exemplify environmental stewardship and demonstrate leadership, perseverance, creativity, and maturity through their service projects."

For each student who will be inducted into the NGSS membership, call them forth by name and provide a brief summary of why they were selected for induction: "(*Name of high school*) is proud to induct_____(*name of inductee*) into the National Green Schools Society for his/her outstanding environmental stewardship. Congratulations."

**NGSS inducted students recite the pledge**

"I now ask all new members of _ 's (*name of high school*) National Green

Schools Society to stand and say the NGSS pledge with me or repeat after me.

I pledge to:

- Uphold the mission of National Green Schools Society
- Maintain my obligations to planet Earth by taking environmentally friendly actions and making thoughtful choices to the best of my ability
- Promote environmental awareness in my school and community through education and action
- Encourage my peers, friends, and family to become environmentally literate citizens
- Advocate for nature and environmental justice at all times
- Cooperate in fellowship with other persons and organizations that support environmental activism, conservation, and preservation, and
- Make the Green Difference in my school and community every day.

Congratulations to all of our inductees. Welcome to the National Green Schools Society."

**Conclusion and thank you**

"This concludes the National Green Schools Society induction ceremony. We leave you today with a quote that represents the attitude and beliefs of NGSS from Margaret Meade, a prominent American anthropologist. She once said, 'Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.' Thank you."

## End of the year ceremony for NGSS graduation honors and NGSS member recognition

It is recommended that each NGSS membership participate in the end of the year awards and special recognition ceremonies that are often held in conjunction with graduation and school awards. Each NGSS membership can also host a special recognition ceremony. During the ceremony, seniors will receive a graduation honor stole, certificates and awards for environmental service projects, and any other awards that the membership decides to incorporate. Returning NGSS members should receive at this time a NGSS Honor Rank pin or other recognition for their year of service, and any certificates or awards associated with environmental service projects.

Grades 5 and 8 often have recognition ceremonies and NGSS can be incorporated into them as well. These scripts can be adapted for Elementary and Middle School ceremonies.

**Introduction**

"It is a pleasure to welcome you here to share in the celebration of our accomplishments as part of our National Green Schools Society's program. Through hard work,

leadership,  and dedication, our graduates and members have earned the right to be called stewards of our environment. Today, we are here to honor our graduates and members.

We would like to recognize the following seniors for their commitment to environmental stewardship and commitment to environmental advocacy and education. _____ (*name of senior(s)*) is/are graduating from National Green Schools Society with the distinction of accomplishing more than____hours from a combination of environmental service, environmental education, project-based learning, and community engagement. (*Present the honor stole and confer additional awards, certificates, or pins for each senior*).

We commend our returning NGSS members for their environmental service this year. As your name is called, please come up and receive your certificate of recognition and awards.

Our NGSS membership is productive and successful because of the leadership, dedication,  and hard work of our officers. We would like to thank__for serving as President,_____for serving as Vice President,_____for serving as Secretary, _____for serving as Treasurer, and_____for serving as Communications and Fundraising Officer.

Our incoming officers are: ."

This concludes the National Green Schools Society ceremony. We leave you today with a quote that represents the attitude and beliefs of NGSS from Margaret Meade, a prominent American Anthropologist. She once said, 'Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.' Thank you."

# NGSS Pledge

I pledge to:

- Uphold the mission of National Green Schools Society
- Maintain my obligations to planet Earth by taking environmentally friendly actions and making thoughtful choices to the best of my ability
- Promote environmental awareness in my school and community through education and action
- Encourage my peers, friends, and family to become environmentally literate citizens
- Advocate for nature and environmental justice at all times
- Cooperate in fellowship with other persons and organizations that support environmental activism, conservation, and preservation, and
- Make the Green Difference in my school and community every day.

# Sample NGSS Calendar

## September

- Promote NGSS in your school
- Recruit students to apply for membership
- Review applications and make membership decisions
- Hold first meeting of the year
- Elect officers
- Plan induction ceremony

## October

- Hold induction ceremony
- Plan environmental service group projects for the year
- Plan fundraising activities for the year
- Recruit local sponsors for NGSS support and donations
- Work cooperatively with other clubs in your school on service project and events
- Have students think about and complete project proposals for individual projects
- Hold second meeting of the year
- Consider having an NGSS sponsored event at your school to increase membership
- Ensure that members are tracking their service hours
- Check in with members weekly about progress on projects and if assistance is needed

## November

- Keep momentum high by holding an NGSS environmental service event for the school
- Hold third meeting of the year
- Ensure that members are tracking their service hours
- Check in with members weekly about progress on projects and if assistance is needed

## December

- Hold forth meeting of the year
- Ensure that members are tracking their service hours
- Check in with members weekly about progress on projects and if assistance is n eeded

## January

- Hold fifth meeting of the year
- Ensure that members are tracking their service hours
- Check in with members weekly about progress on projects and if assistance is needed

## February

- Hold sixth meeting of the year
- Ensure that members are tracking their service hours
- Try to attend at least one local environmental event like a conference, workshop or exhibit

## March

- Individual and group projects are nearing completion
- Begin working on documentation and project proposals for awards and recognitions
- Student members should complete and submit all NGSS end of year documents at minimum 10 business days prior to their celebrations.
- Touch base with people in charge of end of the year student recognition events so that NGSS can be included
- Attend the Green Schools National Network conference
- Hold seventh meeting of the year
- Ensure that members are tracking their service hours

## April

- If possible, projects should be wrapping up.
- Student members should complete and submit all NGSS end of year documents at minimum 10 business days prior to their celebrations.
- Graduates can begin to submit documentation for honor stoles
- Ensure that NGSS members will be recognized at end of the year student recognition events
- Hold eighth meeting of the year

## May

- Hold end of the year NGSS ceremony for graduates and members
- Hold ninth meeting of the year

## June

- Hold new officer elections
- Hold last meeting of the year
- Begin planning next year's environmental service projects

# Environmental Service Project Ideas

- School garden
- Recycling program
- Compost program/food and waste reduction in dining hall
- Green roof
- Address cafeteria food: Implement farm-to-school program, Meatless Mondays, local and organic produce
- School environmental audit: energy, water, waste, air quality
- Advocate for a ban on plastic bags in your city or town
- Eliminate plastic bottle use or add plastic water bottles to state bottle bill
- Cleaning up or maintaining a pond, stream, or estuary
- Start an organic garden or a rain garden
- Research solar panels, solar energy or renewable (turbine, wind, hydro)
- Catalog local plant species
- Water quality testing
- Write educational pamphlets on going green (include tools, links, and ideas)
- Build a greenhouse
- Design solar-powered electrical school sign/billboard
- Lobby for environmental policy changes in your town
- Recycling or reusing old automobiles and cars
- Clothing drive, clothing store in your school store, sell environmental products
- Develop an environmental curriculum/course (elective)

# NGSS Fundraising Ideas

- Hold an environmental dance. Attendants can wear green colors or recycled or reused clothing. Have a speaker who addresses environmental concerns.
- Sell different kinds of plant life including flowers, trees, and house greenery. Try selling these items at a special time of the year like Christmas or Arbor Day.
- Put on a bake sale using only organic ingredients. If you can, get ingredients from local vendors.
- Hold a fashion show using only recycled materials and clothes.
- Create an art show with recycled art made by students and charge a small fee for entrance.
- Put on a talent show. Have a speaker address environmental awareness to encourage students and the school to go green.
- Sell reusable lunch ware at your school, such as water bottles.
- Hold a service auction. Services of any kind such as gardening, lawn maintenance, tutoring, baking, or cleaning can be auctioned off. Try to put an environmental spin on all the services. For example, if someone offers services to bake, have the baker use only organic ingredients. Make sure to have a charismatic auctioneer and a generous audience.
- Sell green cleaning products or hold a workshop that enables students or members of the community to learn how to make green cleaning products themselves. Ask for a donation to attend the workshop.
- Hold a food tasting event. Bring in local vendors and charge a fee.
- Create and sell organic apparel that confer green messages. Sell sweatshirts, t-shirts, sweatpants, that have a logo for NGSS.
- Sell assignment notebooks to students at the beginning of the year made of recycled materials and can be recycled at the end of year.
- Put on a Battle of the Bands competition and incorporate the NGSS mission by having each band play a song that addresses environmental issues or have all members of the band wear green.
- Participate in a local fair and sell merchandise that has a green message. Not only does this raise money, but it also gets the word out about your organization!
- Hold a clothing swap, such as donated prom dresses, and have participants pay an entrance fee.

- Put on a raffle that enables participants to win any kind of green items or gift cards.
- Host a cookout in your school's courtyard or outdoor space. Offer veggie burgers and other kinds of foods that benefit the environment. Play games, watch a movie, do anything that will help members have a good time and raise their environmental awareness.
- Host an educational summit to address environmental issues at your school. Invite other high schools or middle schools to join you and have them pay an entrance fee. At the summit, hold workshops, invite guest speakers, sell food, and play games to get to know each other.

# Environmental Days

- **September 4: National Wildlife Day**

  - National Wildlife Day is dedicated to raising awareness on endangered animals and species. Visits to local zoos and aquariums are encouraged. Spend this day celebrating animals that have been saved from extinction and the work done by conservationists and animal lovers.

- **September 21: International Day of Peace /Zero Emissions Day**

  - The International Day of Peace, also known as Peace Day, is a day of ceasefire. It is meant for people to extend a hand of friendship to each other and promote peace. Meditation and conflict resolution are topics of study for this day.

  - Zero Emissions Day is committed to reducing the amount of fossil fuels being used and wasted. This day asks that people to shut off or discontinue use of items that waste fossil fuels.

- **September 22: World Car-Free Day**

  - World Car-Free Day promotes walking, riding bicycles, using public transportation, and carpooling instead of driving automobiles to decrease the amount of carbon emissions.

- **September 22/23: Fall (Autumnal) Equinox**

  - The Fall Equinox celebrate a new season. A new season brings opportunities for events that can be held and fundraising that can take place. Consider hosting a fall harvest fair.

- **First Week of October: Junk Mail Awareness Week**

  - Junk Mail Awareness Week is dedicated to reducing the amount of paper wasted by the creation of junk mail. Actions to take are to taking your name off the no junk mail list and recycle junk mail.

- **October 1: World Vegetarian Day**
  - World Vegetarian Day is a day that encourages people to give up eating meat. Actions can include refraining from eating meat, fish, and foul. This can be incorporated in the lunch menu at school and a community dinner can even take place that is meatless, of course!

- **November 1: World Vegan Day**
  - World Vegan Day is in honor for the animals that are consumed by humans for health benefits. Actions to take are not eating animal or animal byproducts, such as eggs, milk, steak or whipped cream.

- **November 15: America Recycles Day**
  - America Recycles Day is a great opportunity for communities to gather and recycle - paper, water bottles, sneakers, old computers, and so on.

- **December 21/22: Winter Solstice**
  - The Winter Solstice is a time to celebrate the changing of the seasons. Enjoy the winter outdoors with your friends and families.

- **January 1: New Year's Day. Resolve to Go Green**
  - Make your New Year's Resolution to Go Green! Reduce the amount of harmful emissions by driving fewer miles, eat healthy, and become more engaged in your community.

- **February 2: World Wetlands Day**
  - World Wetlands Day focuses on the protection of wetlands around the world. Wetlands are being destroyed and turned into shopping malls and grocery stores. Actions to take are to identify the wetlands in your community and determine how they are being protected.

- **March 20/21: Spring (Vernal) Equinox**

  - The Vernal Equinox celebrates the return of spring. Actions to take are reading *Silent Spring* by Rachel Carson or having a seedling sale.

- **March 21: World Forestry Day**

  - World Forestry Day celebrates all animals that live in the forest and trees. Actions to take are looking at the detrimental impacts of deforestation, identifying forests in your community and how they will be impacted by climate change, and understanding a forest ecosystem.

- **March 22: World Water Day**

  - World Water Day's purpose is to reduce the amount of wasted water. Bring awareness to the moments when you use water. Reduce the time your turn the faucet on or change your daily water using habits.

- **March 23: World Meteorological Day**

  - World Meteorological Day is an opportunity to educate your school community about natural disasters and how to stay safe and be prepared. Invite a meteorologist to your school to talk about his or her job and changing weather patterns in your area. This is a great way to both entertain and educate students.

- **Last Saturday of March: Earth Hour**

  - The purpose of Earth Hour is to shut off all lights for one hour all around the world. A good way of getting people to participate in Earth Hour is to advertise how much electricity is wasted daily or the amount of energy that was conserved last year at Earth Hour. Make sure people know that shutting lights off and conserving energy does not last for just this hour, but should be actions that are taken consistently.

- **Week before Earth Day: National Environmental Education Week**

  - National Environmental Education Week is all about informing people about how saving the planet is not a one man job- everyone is needed. Once people are informed then they need to take action. An idea of getting people involved may

be for them to spread the word, recycle more, or set up programs and events at schools and public buildings. This week is dedicated to education and action.

- **April 22: Earth Day**

  - Earth Day is recognized world-wide. Take the time to organize a beach or community clean-up or school cleanup, a ceremony at the school, or another event that celebrated Earth Day.

- **April 26 [Date varies year to year]: National Healthy Schools Day**

  - National Healthy Schools Day is an opportunity for students, teachers, and parents to focus on getting healthier food in school cafeterias. Instead of feeding children processed foods, review breakfast and lunch menus to incorporate raw, organic, and healthy selections. This is a good day to implement a farm to school program.

- **Last Friday in April: Arbor Day**

  - Arbor Day is all about trees. Actions to take are planting trees and cleaning up local parks. Educate your school about the devastation of forest fires and how to prevent them. Encourage students, teachers, and parents to use less paper and recycle.

- **Second Saturday in May: International Migratory Bird Day**

  - International Migratory Bird Day's purpose is to increase education about birds. The best way to learn about birds is watching them. Set up a bird feeder outside the window of your home and record and learn about the birds that migrate to your area at different points of the year. Learn more about migrating birds in your community.

- **Third Friday in May: Bike-to-Work Day**

  - Bike-to-Work Day is an event promoted nationwide. Instead of driving a car, take bus or train, or cycle to work. Organize cycling groups. This day's purpose is to model sustainable transportation behavior.

- **May 22: International Day for Biological Diversity**
  - The International Day for Biological Diversity is a day for this question: "What can we do to help all species live a healthier life?" Countries that participate range from Tunisia and Nicaragua to Algeria and Vietnam. The theme of the day is understanding and action.

- **First Saturday of June: National Trails Day**
  - National Trails Day is a day inspired by nature. It is the perfect day to lace up your hiking boots and hit the trails! Whether it's a mountain near you or the woods in your back yard, the point is to experience the beauty in the nature.

- **June 5: World Environment Day**
  - The goal of World Environment Day is to inform as many people as possible on how to respect the Earth and to inspire them to take action.

- **June 8: World Oceans Day**
  - World Oceans Day is a day to learn about the oceanic environment. This day is dedicated to spreading knowledge about what we know about the ocean and the dangers posed by climate change, ocean acidification, and warming oceans.

- **June 15: Global Wind Day**
  - Global Wind Day is a day to celebrate the energy created by the wind. Learn more about wind energy and wind farms and talk to experts in this field.

- **June 20/21: Summer Solstice**
  - The Summer Solstice is the longest day of the year in the Northern Hemisphere, accompanied with the shortest night. Bring awareness to students, teachers, and parents in a way that highlights the increase in summer temperatures caused by global warming and the impact on public health.

- **July 11: World Population Day**

  - World Population Day is a day dedicated to understanding the impacts of the rise in global population. Actions to take on this day is to research which areas of the

    globe will experience rises in population, how increases in population affect food production and availability, and the issues surrounding population growth.

# About NGSS

NGSS is operated by the multi-award winning non-profit organization, Project Green Schools, Inc., a nationally recognized organization based in Massachusetts. Building on its reputation as a national leader in student recognition, Project Green Schools launched NGSS in 2012 as a way to bring a more formal structure to the student recognition process for environmental service. Project Green Schools is one of most respected environmental education organizations in the country when it comes to youth development.

For more information about NGSS, contact:
Director of Students and Schools
Project Green Schools, Inc.
ngss@projectgreenschools.org

## Appendix A: NGSS End of Year Report

NGSS student members are required to commit to 20 hours of environmental service per year. To achieve this goal, we suggest that your membership implement one or more group-oriented environmental service projects. Student members are encouraged to do independent service projects, especially in their senior year. This form is structured to help you plan your project, evaluate it, and report on the outcomes.

School Name_____
Address_____
City State
Zip_____
Phone number_____Website_____
Student Name_____Grade_____
Email_____Phone_____
Advisor
Name_____
Email_____Phone_____

**Please submit answers to these questions typed on a Word document that will be uploaded on your regnition form at** https://projectgreenschools.org/green-schools-society/

**Part 1:**

When your project is completed, assess it with the following questions. If your project will not be completed by the deadline, evaluate progress using the same criteria anticipating your outcome. Attach two photographs or a link to a video or press coverage.

- Explain how you created and completed the project.
- Describe your participation.
- Describe how the project positively impacted your community and any long-term benefits or outcomes of the project.
- Were the goals accomplished? List the goals and how they were accomplished.
- Where other groups involved? Did you receive funds, resources, or publicity?
- What was innovative about your project and how did this contribute to positive outcomes?
- Provide an assessment of the soundness of approach, rationale, and scientific design, if applicable.
- What did you learn from implementing this project?

**Appendix B: NGSS Service Tracking Form**

School or organization name _____
Applicant Name_____
Email_____Phone_____
Advisor Name_____
Email_____Phone_____

Student signature / Date_____

Advisor signature /Date _____

| Environmental Activity | Date of Activity | Hours Earned | Service or Education hours | Advisor Signature* |
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* Advisor signature only required for high school students or students working independently

## Appendix C: Graduation Essay

Please type a two-page essay describing how you completed the following requirements during your time in high school:

- Environmental service
- Environmental education conducted both inside and outside the school
- Project-based learning, such as hands-on projects connected to environmental education, STEM or a Senior Project

Include in this essay the impact your project or service hours had on your school and your community. We would also like for you to state your plans for the future; for example, are you going into an environmental field of study in college? What are your hopes and expectations?

Your essay will be uploaded online when you are filling out the graduation form.

## Appendix D – NGSS New Student Member Application (OPTIONAL)

Thanks for your interest in becoming a member of our school's National Green Schools Society. Please complete this application for induction to our program. If you have any questions, please contact the NGSS Advisor whose name appears on the application. Or, speak to one of the NGSS Student Officers.

**National Green Schools Society** provides a structured platform for high-achieving, environmentally focused students to create extraordinary impact in schools and communities while getting the recognition they deserve on a state and national level. The NGSS program develops bright, civic-minded, environmentally literate citizens. Through NGSS will advance their passion for preserving the environment through environmental service projects, leadership, and activism.

At the high school level, students commit to 20 hours of service per year and work toward a total of 100/200/300+ hours over the course of four years in order to qualify to graduate from NGSS with distinction as a senior. Members can earn as many hours as they want over the course of a year, and will be properly recognized for their contributions over 20 hours. NGSS members must earn service hours in environmental service, environmental education, project-based learning (such as a senior project) and through an internship or work with a community partner.

### Requirements for Induction

- The applicant must be in good academic standing.
- The applicant must be willing to commit to 20 hours of service for the year.
- The applicant must exhibit a commitment to environmental, STEM, and sustainability values.

**Appendix D cont'd: NGSS Student Member Requirements and Expectations**

**Welcome and congratulations on your induction to NGSS! As a NGSS student member, you are expected to comply with the following requirements.**

**Service hour commitment:** You must commit to 20 hours of environmental service per year. These service hours can be earned as part of an individual or group project, through environmental education programs, environmental project-based learning, or community engagement and internships.

**Track service hours:** Track your service hours weekly or monthly on a NGSS Service Hour Tracking Sheet. Our program will help facilitate service hour tracking by putting a system in place to manage tracking sheets and make sheets available.

**Fundraising:** Participate in at least two fundraiser events that will support NGSS.

**Meetings:** Attend monthly meetings or the meeting schedule determined by the membership. Special meetings may be called by the advisor, officers, or by a quorum of members. No more than three meetings can be missed in a year. The advisor and officers must be notified in advance of an absence. If notification is not possible then a reasonable explanation must be provided.

**Ceremonies:** Attend the NGSS induction ceremony at the beginning of the school year and the end of the year closing ceremony or awards evening. Members will determine the structure of these events.

**Discipline:** Any member who causes deliberate dissension or disruption of a project, program or meeting may be denied participation in activities by a vote of two-thirds of the membership and the consent of the advisor. Reinstatement of participation rights can be requested and membership may restored with the consent of the advisor and two-thirds of the membership.

## Appendix D – NGSS New Student Member Application (OPTIONAL

NGSS Advisor_____

NGSS student officer contact _____

**Applicant Information**

Applicant Name_____Grade_____
Address_____
City State Zip_____
Phone number _____Email address_____

Please complete these questions. If you need additional space to complete the application, use the back of this sheet or include another one.

Do you meet all the induction requirements? Yes/No

Do you already have service hours you could use for NGSS? How did you earn your service hours? Please be specific and provide name of activity and number of hours.

How did you hear about our NGSS program?

Tell us about your commitment to environmental service. What types of environmental activities interest you? What environmental issues do you care most about?

What do you think our school needs to do to become more environmentally friendly and sustainable?

What are your ideas for environmental service projects?

Do you like to work independently and/or with a team?

# National Green Schools Society

**Developing the Next Generation of Environmental Leaders and Stewards**

**Meeting:**

**Time:**

**Location:**

**Contact:**

**NGSS develops bright, civic-minded, environmentally literate citizens.**

**Connect with us:**
**Email:** ngss@projectgreenschools.org
**Website:** www.projectgreenschools.org
**Twitter:** @greenschoolsorg
**Facebook:** facebook.com/greenschools