



To: CRCSD Building Principals

Date: December 8, 2016

Re: School Garden Program

In an effort to streamline procedures and remain consistent throughout the District, we are making modifications to the School Garden Program. While we understand the benefits of these programs at our schools, going forward we kindly request that the following guidelines be followed if a school garden is implemented on our campuses.

- All school gardens should be located in the rear of the building as to not affect the aesthetics of the facility.
- Gardens shall be in a location that will not interfere with any grounds maintenance.
- The garden needs be in a raised bed, and any construction or maintenance that this should require shall be the responsibility of the facility or the organization implementing the program.
- Gardens should not be watered with the use of city water. To promote the green movement, the usage of rain barrels should be used if watering of the plants is required. This will help ensure that existing utility budgets are not burdened.
- Installation and removal of the garden shall be the responsibility of those involved in the project. Due to fiscal restrictions, the custodial staff or other Buildings & Grounds staff shall not be used as a source of maintenance for the garden.