

Sustainability Performance Plan

FY 2023

*This report was written in compliance with
section 5 of Executive Order 1.*



Sustainability Performance Plan

Executive Order 1 (EO 1) calls on Executive Branch agencies to advance environmental leadership and cost savings for taxpayers by reducing greenhouse gas emissions and other sustainability objectives in energy use in buildings and vehicles, water use, and waste disposal.

The goals of EO 1 include:

- 45% reduction in GHG emissions below 2001 levels,
- 10% reduction in water consumption from a FY20 baseline, and
- 25% reduction in waste disposal from a FY20 baseline.

Sustainability Performance Plans are plans drafted each year by Senior Sustainability Officers to detail agency progress and necessary goals, actions, and responsible parties to achieve the targets set in EO 1.

This report includes details on sustainability initiatives and participation in the GreenerGovCT initiative in FY23.

Agency Details

Agency: Connecticut State Department of Education

Senior Sustainability Officer: Keith Norton, Chief Strategic Planning Officer

Date Submitted: 11/22/2023

GreenerGov CT Participation Overview

1. How has your agency worked towards the sustainability goals of EO 1 in FY23?

The Connecticut State Department of Education (CSDE) is a single location agency operating at 450 Columbus Boulevard in Hartford, as a tenant of the Department of Administrative Services (DAS). In this capacity, we strive to contribute toward the successful achievement of the overall goals of EO 1, are dedicated to the key facets of the Executive Order and we continued these efforts during FY 2023.

Such efforts included successfully participating in DAS sponsored programs and encouraging our workforce to adopt similar plans at home as well as strengthening the advantages of the telework program.

2. List key agency staff involved in EO 1 in FY23.

Kathy Demsey, Chief Financial Officer
Roger Persson, Chief of Fiscal and Administrative Services

Sustainability Projects

- 3. How many projects has your agency implemented that had a positive impact on sustainability in FY23? Include projects relating to infrastructure improvements as well as behavioral change that took place in owned, leased, or occupied space and were either in progress or completed in FY23.**

As a tenant fully located in a state-owned building, CSDE actively encouraged agency employees to take advantage of DAS sponsored activities in the attainment of the goals set forth in EO 1. Programs such as recycling and composting were promoted and encouraged for employee participation both in the office and at home.

As with similar agencies utilizing telework, we have seen a positive impact in numerous areas. We continue to convert to electronic document sharing and signatures to reduce paper usage. Virtual meetings have increased employee productivity and decreased travel times, automobile vehicle gas usage, and emissions.

Due to less people being in the office we have reduced water usage, waste and electricity. The metrics associated with these activities could be supplied by DAS.

- 4. Provide a summary of the sustainability projects completed in FY23 at your agency. For each project include:**
- a. Project summary**
 - b. Project location**
 - c. Project status**
 - d. Project benefits**
 - e. Projected savings (in dollars and the appropriate unit of measurement if known)**

The Connecticut Department of Education will continue to promote DAS sponsored programs and activities as well as teleworking benefits in future years.

Future Plans

- 5. What planned sustainability initiatives beyond FY23 does your agency have relating to GHG reduction, water use reduction, and waste reduction?**

We will continue with current plans and programs which seek to encourage employees to compost and recycle, as well as conserve electricity and water. In addition, teleworking will continue to reduce automobile emissions and conserve gasoline supplies, as well as increase efforts to create a truly “paperless” agency, all of which contribute to the attainment of the goals of Executive Order 1. Additionally, we will

1. implement the CT Core self-service timekeeping function to further attain our goal of being truly paperless;
2. continue refining our office layout to group employees together thereby reducing the amount of electricity (overhead lighting) used;

3. celebrate Earth Day with educational activities to refocus our agency on reducing waste and increasing recycling both in the office and at home.
4. We are also planning to pilot a 'used supply store' consisting of gently used supplies that have been left behind by retired workers for use by the current workforce.