



Sample Challenge Timeline

You should develop a realistic timeframe for implementing the Challenge. For simplicity, this sample timeline has been structured as a 40-day program, with emissions savings amortized for one school year. This is only a guideline – you can organize your Challenge in whatever manner works best for you, and can certainly keep the Challenge running for a longer period of time!

	DAY	RESPONSIBLE TEAM MEMBER	ACTIONS	NOTES
Get Started	Day 1	Challenge Coaches	Assign Student Challenge Leaders into small teams.	
		Coaches/Student Challenge Leaders	Assign student teams to (or let them choose) classrooms to recruit for participation in the Challenge.	
		Student Challenge Leaders	Notify teachers about the Challenge and encourage them to participate. (See Classroom Sample Invitation Letter)	
		Coaches/Student Challenge Leaders	Develop a participation strategy (<i>optional</i>).	



	DAY	RESPONSIBLE TEAM MEMBER	ACTIONS	NOTES
Conduct an Audit	Days 2 - 3	Challenge Coaches	Train Student Challenge Leaders how to conduct the Climate Change Audit , using their classrooms as a model.	
	Days 4 - 6	Student Challenge Leaders	Conduct the Climate Change Audit before or after school with the teachers of assigned classrooms.	
Create an Action Plan	Days 7 - 10	Student Challenge Leaders	Write an Action Plan for each assigned classroom, identifying how each can reduce emissions (can be done as a graded activity).	
		Challenge Coaches	Grade and offer feedback on Action Plans (optional).	
		Student Challenge Leaders	Present the Action Plans to each teacher and ask if they will 'pledge' their classroom to reduce CO ₂ emissions by taking the actions outlined in the plan.	



	DAY	RESPONSIBLE TEAM MEMBER	ACTIONS	NOTES
Take the Pledge	Days 11 – 13	Student Challenge Leaders	Collect names of each classroom making the pledge. Create a poster, certificate or other kind of signage to recognize each classroom that takes the pledge.	
		Challenge Coaches	Send a note home to parents or reach out to your local newspaper to let them know that your school is participating in the challenge. (optional)	
Link to Curriculum	Days 14-16	Challenge Coaches	Talk to participating teachers about how they might be able to tie the challenge to their classroom curriculum. Visit our Climate Change Education page for ideas.	
		Classroom Teachers	Implement a lesson, or add a component to an existing lesson that highlights climate change.	
Monitor & Evaluate	Days 17 - 28	Student Challenge Leaders	Periodically check in with each classroom to monitor progress and troubleshoot any difficulties with the action plan.	
	Days 29 - 32	Student Challenge Leaders	Conduct the Post-Challenge Audit with the teachers of assigned classrooms.	



	DAY	RESPONSIBLE TEAM MEMBER	ACTIONS	NOTES
Monitor & Evaluate Continued	Days 33 – 34	Challenge Coach	Show Student Challenge Leaders how to analyze results from the post-Challenge audit and make a result projection using the Cool School Calculator.	
		Student Challenge Leaders	Calculate CO ₂ emission reduction results for each assigned classroom. Create a Cool School Report Card for each classroom summarizing the results.	
Share Your Results	Days 35-38	Student Challenge Leaders	Compile results and share them with your student body by announcing them at an assembly or posting them on a school bulletin board.	
		Challenge Coaches	Share information with your community about the work you have done to reduce your carbon footprint. Write an article for the local newspaper or put up a notice on your school's website.	
	Days 39-40	Challenge Coaches	Apply for an award through the Eco-Schools USA program. Print off Certificates of Participation for all of the Student Challenge Leaders.	