

October 15, 2008

Energy Conservation Measures

1. Remove all electrical appliances, including refrigerators, coffee pots, microwaves, etc. from classrooms. No individual heating units should be placed in rooms. Ensure that appropriate appliances are readily available in the teacher/staff/faculty rooms.
2. Turn off lights in classrooms and other sections of the schools when that area is not in use.
3. Set daily temperatures in all classrooms at 67° and nighttime levels at 55° (based on the system's ability) except in areas where activities are occurring. Keep parents well informed of the temperature changes and ask that staff and students come to school appropriately dressed.
4. Addressing issues of extreme cold with the maintenance supervisor and the building administrator. Thermostats/heat sensors should not be changed except by the maintenance supervisor or his designee, and no one should use any means to increase the heat except by the maintenance supervisor.
5. Limit after school access to buildings, closing all floors/areas as soon as possible. Custodial work will be done by areas and, once finished, that area of the building is locked and lights are turned off.
6. Plan on concentrating after-school program, consolidated into as few buildings and in concentrated areas, so that energy usage can be cut back as much as possible. Issues regarding scheduled practices may require the lower floor of the high school to be open but all precautions need to be taken to avoid unnecessary use of energy.
7. Staff who stay late in their classrooms will know that custodial services to their rooms will have to be completed on a timely basis and that there may be some interruption.
8. All computers, copiers, printers, etc. should be turned off completely at the end of the day.
9. Students in buildings must be supervised by an adult at all times and that adult must ensure, prior to leaving, that all lights are turned off and all doors and windows are appropriately shut and locked. Avoiding any additional cold air into the building must be carefully monitored.