

CENTRAL UNION SCHOOL DISTRICT
BOARD POLICY

BP 3511

Energy Conservation

The purpose of the heating, air conditioning and lighting units in the schools of the District is to provide teaching and learning environments that are conducive to the quality instruction and high student achievement.

For purposes of conserving energy, maintaining an ecological focus, prevention of the waste of necessary dollars, extending the life of equipment and preventing costly repairs from the breakdown of equipment, the board of trustees and District recommend adoption of regulations to guide personnel and encourage energy and equipment conserving practices by the employees of the Central Union School District.

The following guidelines are to be applied to and by all sites within the Central Union School District for the purpose of fulfilling the District energy conservation philosophy and goals.

1. Thermostat settings will be locked at 68-70 degrees for heating and 76-78 degrees for cooling. Where there are no locked thermostats, staff will be responsible to turn heat and cooling on and off at appropriate times and settings as shown as contained herein.
 - a. Turn on sooner than one hour before class begins and turn off no later than one hour after class ends.
 - b. Heating and cooling to be turned off on weekends and holiday periods, except where freezing could break the lines, etc.
 - c. Infrequently used areas (*i.e. cafeteria and unused classrooms*) heating and cooling to be used and maintained only when occupied by students or teachers.
2. Classroom lights to be turned off when room is unoccupied (*i.e. recess, noon, etc.*). Other unoccupied rooms should have lights off at all times while unoccupied.
3. District will seal all doors and windows to minimize heat and cooling loss from rooms.
4. Site head custodian or designee will inspect furnaces, air conditioners and lighting fixtures once each month, checking for efficiency and maintenance of equipment.
5. Staff should ensure that doors are kept closed when heating and cooling systems are in operation.
6. District will adopt a watering cycle, which will be energy efficient, yet appropriately maintain shrubs, lawns, trees, etc. A check of ground moisture should be utilized and serve as a guide to deficient or excessive watering.
7. As funds become available, outdated fixtures will be updated to energy efficient fixtures with electronic ballasts, time clocks will be installed along with locked thermostats, and sprinkler and drip system for watering will be used. ***Future goals subject to funding.*