

# Ideas for Energy/Resource Management

Once teachers, students, and staff begin thinking about how they use energy, they will quickly see how easy it is to do a few simple things to save energy!

- ❖ Meet with your  on a regular basis.

- ❖ Use only a portion of classroom lights; use natural daylight when you can.

- ❖ Suggest that the last one out turns out the lights. Turn switch off even if there are motion sensors.



- ❖ Make small signs that ask people to turn out the lights and post by the switch.

- ❖ Establish classroom equipment shut down procedures – who turns it off and how is it monitored?

- ❖ Establish facility shut down procedure to be implemented every day.

- ❖ Keep appliances unplugged or on a power-strip when not in use. Simply **switch off** the power-strip when you leave.



- ❖ Computer monitors are big energy users, so set all of them to low power “sleep” mode when not in use. **Don't use screen savers**, because this software interferes with sleep mode. If your system does not have a sleep mode, turn off the monitor when you are away from your desk for half an hour or more.

- ❖ Make sure energy-saving features are enabled on your computer and personal printer. Turn off printers at night and on weekends.



- ❖ Keep doors and windows closed when the AC or heat is on.

- ❖ Report HVAC (**H**eating, **V**entilation, **A**ir **C**onditioning) systems that are running when they should not be.

- ❖ The standard temperature set on all District thermostats is 74° for cooling and 69° for heating. Encourage staff to report if classrooms are running too hot or too cold so repairs can be made – let your front office know so they can put in a work order.



- ❖ Have Green Team look for what might be causing HVAC systems to run excessively (too many devices on, doors open, return air blocked with posters or boxes, and items hanging off ceiling causing movement and motion sensors to detect movement and HVAC stays on).

- ❖ Establish laminator procedures that will minimize use and save material. Make a schedule!

- ❖ Suggest that **no personal appliances** be used in the classrooms – small fridge, coffee pot, microwave, etc. – they can be shared in a pod area as well as the teacher's lounge.



- ❖ **Do not use space heaters**. They use a lot of energy, cause breakers to trip, and are fire hazards.

- ❖ If you see irrigation running when it should not be on or notice wet patches on your field or in planters, also when you notice a leaky faucet, toilet, or drinking fountain let your front office know so they can put in a work order. When we work together, we all win.

# ENERGY AWARENESS IDEAS

*Share the message with your site! Make everyone aware of your energy and water usage!*

- ❖ Have students create a grade level skit about energy conservation for a school assembly.



- ❖ Host a “Green Energy Week.”

- ❖ Have students write newsletter articles or design brochures about energy saving tips.

- ❖ Create ribbons, certificates,  or buttons for recognition of excellence in energy saving practices.

- ❖ Have students design posters about energy efficiency.



- ❖ Have a door decorating contest with an energy efficiency theme.

- ❖ Dedicate a bulletin board  in a main area, highlighting program activities, progress, and outstanding participants.

- ❖ Create a questionnaire that can be distributed to staff requesting their ideas on how energy can be saved, suggestions for recycling, etc.

- ❖ Include energy saving tips at school wide functions and over media system when entire school is being addressed (morning announcements, etc.).



- ❖ Post a graph of the school’s energy usage and update monthly.

- ❖ Create reminder stickers for light switch plate covers that promote energy efficiency. Use an ordinary switch plate as a template.

- ❖ Provide a suggestion box asking for suggestions on how energy can be conserved.