

Santa Barbara School Districts

Administrative Regulation

AR 3511

Business and Non-Instructional Operations

WATER AND ENERGY CONSERVATION

Energy Conservation Plan

SITUATION: The State of California is in critically short supply of electrical power. Along with this shortage, energy rates are expected to double. The Governor of California has called for a 7% reduction in energy use from all public agencies.

THE GOAL: To reduce consumption of electrical energy by 7% and implementing policies and practices to continue with conservation efforts.

Action Items for All Sites

At All Times:

- ✓ Turn off or reduce general lighting wherever feasible
- ✓ Turn off one bank of lights closest to the window during daylight operations
- ✓ Turn off personal lighting when leaving your office, work area or classroom for any significant length of time
- ✓ Set computers, monitors, copiers and printers to the energy saving feature, if equipped to do so
- ✓ Eliminate use of personal electric heaters
- ✓ Consolidate use of microwave ovens and refrigerators to kitchens and staff lounges and eliminate all unnecessary units
- ✓ Air conditioning thermostats should be set no lower than 78°
- ✓ Heating temperature should be set at 64°
- ✓ Make sure outside lights are not on during the day
- ✓ Convert any remaining incandescent lighting to compact fluorescent
- ✓ Evening custodial staff will light only areas of cleaning activity
- ✓ Set kilns to fire ceramic projects in late evening or early morning if possible

Peak Periods (End of School or Work Day):

- ✓ Turn off personal computers and local printers when leaving for the day or last class concludes
- ✓ Last person leaving an area, turn off general area lighting
- ✓ Shut off copiers at end of work day or as work load permits if sooner
- ✓ Shut off all office machines, laminators, calculators, coffee pots at the end of the workday or as work load permits if sooner
- ✓ Turn off or reduce decorative exterior lighting wherever feasible
- ✓ Use District provided pool covers when pools are not in use
- ✓ Program heating and ventilation systems to shut off at 4:00 p.m. where feasible
- ✓ Restrict after-hour activities to as few zones of the building as possible

Regulation: SANTA BARBARA ELEMENTARY/HIGH SCHOOL DISTRICTS

Approved: September 19, 2001 Santa Barbara, California