

Downey Unified School District

ADMINISTRATIVE SERVICES

ENERGY MANAGEMENT CONSERVATION POLICY

AR 6510

The implementation of this policy is the joint responsibility of the board members, administrators, teachers, students and support personnel and its success is based on cooperation at all levels.

The district will maintain accurate records of energy consumption and cost of energy and will provide information to the local media on the goals and progress of the energy conservation program.

The principal will be accountable for energy management on his/her campus with energy audits being conducted and conservation program outlines being updated. Judicious use of the various energy systems of each campus will be the joint responsibility of the principal and custodial staff to ensure that an efficient energy posture is maintained on a daily basis.

Curriculum will be developed to ensure that every student will participate in the energy management program in the district as an "energy saver."

Specific Areas of Emphasis

1. Every student and employee will be expected to contribute to energy efficiency in our district. Every person will be expected to be an "energy saver" as well as an "energy consumer."
2. Effective immediately, all unnecessary lighting in unoccupied areas will be turned off. All lights will be turned off when students and teachers leave school. Custodians will turn on lights only in areas in which they are working.
3. Energy management on his/her campus will be made part of the principal's annual evaluation.
4. The custodial staff at each school will be responsible for shutdown of the facility when closed each evening.
5. Administrative guidelines will be adopted that will dictate uniform procedures to be adhered to in the implementation of our energy program.

Reviewed: 12/11/01
Approved: 01/15/02