

ENERGY POLICY

Developed by:
Terracon Corporation

COMMITMENT TO ENERGY MANAGEMENT AND CONSERVATION

The Board and Administrative staff are committed to effectively manage the use and conservation of energy and other resources. The objective of this policy is to produce a safe and productive environment for building occupants and staff, while conserving natural resources and prudently managing the financial resources of the organization.

RESPONSIBILITY

The fulfillment of this policy shall be the responsibility of all administrators and support staff, with particular emphasis of responsibility placed within the Energy Management Department. This Department shall implement, operate and enforce the rules, regulations, and guidelines generated by this policy.

ENERGY MANAGEMENT DEPARTMENT

The Energy Management Department will develop a comprehensive program for energy efficient operation for all owned and/or operated facilities and property. The goal of this program shall be to maximize energy efficiency throughout the organization while providing a safe and comfortable working environment.

The *Energy Management Department* will:

1. Evaluate energy rates and utility provider proposals to obtain the most reliable and cost effective energy resources available
2. Routinely review efficiency improvements within similar facilities and recommend new, more efficient equipment, systems, and operating techniques
3. Work cooperatively with administrators and occupants to establish and implement acceptable operating practices for that address issues such as facility comfort levels, illumination levels, operating hours (facilities and equipment), and the use of facilities for after-hours school activities
4. Annually review and revise these standard practices, as needed
5. Develop and promote educational energy awareness programs.

ENERGY PURCHASE

The Energy Management Department will be responsible for negotiations and purchase of energy required by the organization for both current and projected future needs. Plans for the purchase, and distribution (if necessary), of energy for existing and planned facilities will be coordinated through the Energy Management Department.

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SYSTEMS/EQUIPMENT PURCHASE

Minimum efficiency levels of each major system and equipment type shall be established by the Energy Management Department in cooperation with Construction, Maintenance and Purchasing Departments. In addition, the Energy Management Department shall assist these departments in the development of standardized specifications for energy consuming systems purchased.

ENERGY EDUCATION

The Energy Management Department will identify an energy educator at each facility who is responsible for assisting with the education of staff and occupants about energy efficiency and energy management policy and procedures.

ENERGY AUDITS

Energy audits will be periodically conducted at each facility to determine and recommend:

- improvements to equipment or operating systems,
- facility use changes,
- preventive maintenance revisions needed for improved operation of the aging equipment,
- updates to inventories of facilities and energy consuming equipment,
- priorities for equipment replacement,
- new or revised energy management practices or guidelines.

REPORTING

The Energy Management Department shall evaluate and produce reports providing actual consumption and energy costs for each facility. These reports shall provide comparisons of operating and cost requirements on a month-to-month and year-to-year basis and will include recommendations to improve energy efficiency and management.

FUTURE PLANNING

The Energy Management Department will be responsible for the research and evaluation of future energy resources, including renewable energy systems. Renewable energy concepts shall be explored and implementation of such systems considered at such time as they become both technically and cost effectively feasible, as well as environmentally safe and compatible within the local community.