

RICE CISD ENERGY MANAGEMENT GUIDELINES

AIR CONDITIONING AND VENTILATION SYSTEMS

Air conditioning systems will be set on 74 degrees in cooling mode and no higher than 69 degrees in heating mode.

Air conditioning systems will be scheduled 'ON' no earlier than 1 hour before expected occupancy and will be scheduled 'OFF' at expected vacancy of conditioned area. Classrooms will be scheduled off at the student dismissal bell.

Office areas will be scheduled 'OFF' no later than 3:45 P.M. on regular work days.

Air conditioning units not on control system (i.e.: window units, portable building units, etc.) will be turned 'OFF' when area is not expected to be occupied for 4 or more hours. These areas will be set on the same settings of 76 degrees and 69 degrees by maintenance personnel and are not to be changed. These enforcements will be the responsibility of campus principal.

Doors and windows to conditioned areas are to remain closed except for normal ingress/egress to area. This is the responsibility of the campus principal.

Ventilation systems will be turned 'OFF' when not required.

Use of air conditioning systems for other than school sanctioned functions may require reimbursement for utility usage.

Air conditioning systems will not be scheduled 'ON' during holiday or summer breaks or for building maintenance except for drying carpet.

Greenhouse: Air conditioner will be turned off during the months of June, July & August.

CONCESSION COOLERS, ICEMAKERS, WATER COOLERS, AND KITCHEN REFRIGERATION UNITS

Concession coolers will be turned off or unplugged when not expected to be used for two or more weeks. Water coolers for student use will be unplugged at the end of school each spring and will be restarted prior to the start of school each fall. Ice makers for kitchen use will be turned off during summer break. Kitchen refrigeration units will be emptied and turned off if possible during summer break.

USE OF PERSONAL APPLIANCES IN DISTRICT FACILITIES

Personal appliances of any kind are prohibited.

LIGHTING SYSTEMS

Lighting systems not on a control system will be turned 'OFF' when area is not expected to be occupied for 1 hour or more. This is the responsibility of the campus principal.

High School and Junior High Gyms: Lights need to be turned off when unoccupied for 1 hour or more.

Use of sports facilities lighting systems for other than school sanctioned functions may require a user fee.

COMPUTERS

Computers for student or employee use will be turned 'OFF' when not expected to be used for 12 or more hours.


IRRIGATION SYSTEMS

The watering of practice fields that have an irrigation system will be allowed. The watering of practice fields without an irrigation system is not allowed. Irrigation systems will be controlled by RCISD maintenance personnel. Watering will not be scheduled from 8 A.M. to 8 P.M.

Watering of campus lawns not covered by an automatic sprinkling system may only occur between the hours of 7:00 a.m. and 9:00 a.m. Monday through Friday.

Watering of flower pots and landscape beds is permissible from 7:00 a.m. to 5:00 p.m. Monday through Friday.

Approved this 19th day of August 2013


Clark Peterson, President


Regena Williamson, Secretary