

#95494

ENERGY CONSERVATION

The goals of this energy conservation program are to meet the energy requirements of the St. James-Assiniboia School Division, to maintain the well being and comfort of occupants, and to maintain a productive working environment for all division employees while keeping energy costs within reasonable bounds.

The policy is based on the following essential components:

- a) The commitment of management, staff, and students to the principles of energy conservation.
- b) The monitoring of the patterns of energy use in the schools and office buildings.
- c) The implementation and maintenance of the energy conservation controls as stated under points 1 - 6 below.
- d) The consideration of new and appropriate technology from the point of view of energy efficiency and future costs.
- e) The monitoring of energy savings from conservation initiatives and the tracking and tabling of the results with the intent of finding further improvements.
- f) The aggressive promotion of the energy conservation program to everyone in the school division.

1. Ventilation

- a) Control the starting and stopping of fans to suit occupancy schedule of the building.
- b) When weather permits, postpone start-up time.

ADOPTED	REVIEWED	REVISED	PAGE
19/Jul/77		14/Oct/03	1 of 3
274-77		19-06-03	

- c) Close outside air dampers during first and last hours of occupancy as long as appropriate levels of outside air are available for occupants.
- d) Turn systems on and off to suit occupancy schedule.
- e) Flush building with cooler outdoor air at night during spring and fall if classroom or office temperature exceeds 75 F. (24 C.).

2. Heating

- a) Heat the occupied classrooms and offices to 70 F. (21 C.) ambient temperature when occupied; 63 F. (17 C.) when unoccupied.
- b) Where practical, prevent access to thermostat controls by occupants.
- c) Start preheating so building is at 66 F. (19 C.) at normal occupant arrival time; complete the warm-up during the first hour of occupancy.
- d) Turn heat down during the last hour of occupancy.

3. Air Conditioning

- a) Cool the classrooms and offices to 75 F. (24 C.) when occupied. This includes school closures when only custodial staff is present.
- b) Do not apply cooling when the building is not occupied.
- c) Flush building with cooler outdoor air at night.

4. Hot Water

Reduce domestic hot water temperature to 110 F. (44 C.) for general use.

ADOPTED	REVIEWED	REVISED	PAGE
19/Jul/77		14/Oct/03	2 of 3
274-77		19-06-03	

5. Lighting Levels

Hallways	20 footcandles
Offices	50 footcandles *
Libraries	50 footcandles
Gymnasiums	20 footcandles
High School Gymnasiums (where exams are written)	50 footcandles
Theatres	50 footcandles
Staffroom	50 footcandles
Storage	10 footcandles
Stairways	10 - 20 footcandles
Lavatories	20 - 30 footcandles
Cafeterias	30 footcandles
Conference Rooms	30 footcandles
Boiler Rooms	20 footcandles
Classrooms (regular)	50 footcandles
(Sewing)	50 footcandles *
(Welding)	50 footcandles
(Printing)	50 footcandles *
(Automotive work areas)	50 footcandles *

* task lighting can be added to supplement ambient light levels where warranted by specific requirements.

6. Additional Factors

- a) Concentrate off-hours occupancy in single zone where possible.
- b) When repainting, use only light colors to achieve maximum reflection.
- c) All lights in classrooms to be turned off when rooms are not occupied.
- d) All fixtures should be kept clean.

ADOPTED	REVIEWED	REVISED	PAGE
19/Jul/77		14/Oct/03	3 of 3
274-77		19-06-03	