

The district is committed to, and responsible for, a safe and healthy learning environment and every person is encouraged to become an “energy saver.”

- 1.1. Classroom doors shall remain closed when HVAC is operating unless provided emergency direction from the Centers for Disease Control (CDC), California Department of Public Health (CDPH) in response to a public health crisis or pandemic. Ensure doors between conditioned space and non-conditioned space

- 3.3. The unoccupied time shall begin when the students leave an area.
  - 3.4. During the spring and fall when there is no threat of freezing, forced air heating systems should be switched off during unoccupied times. Hot-water heating systems should be switched off using the appropriate loop pumps where and if applicable.
  - 3.5. Ensure all domestic hot water systems are set no higher than 120°F or 140°F for cafeteria service.
  - 3.6. Ensure all domestic hot-water recirculating pumps are switched off during unoccupied times where and if applicable.
  - 3.7. Ensure a 6°F dead-band between heating and cooling modes for heat pumps where and if applicable.
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- 4.1. All unnecessary lighting in unoccupied areas will be turned off. Faculty and staff members should make certain lights are turned off when leaving the instruction room or office when empty. Utilize natural lighting where appropriate.
  - 4.2. All outside lighting shall be off during daylight hours.
  - 4.3. Gymnasium lights should not be left on unless the gymnasium is being utilized.
  - 4.4. All lights will be turned off when students and staff leave for the day as allowed by the lighting programs for each building. Custodial staff will turn on lights only in the areas in which they are working.
  - 4.5. Refrain from turning lights on unless definitely needed. (Lights not only consume electricity but also give off heat, which places an additional load on the air conditioning equipment. This increases the use of electricity necessary to cool the room).