

MENOMONIE AREA SCHOOL DISTRICT

733

ENERGY MANAGEMENT

In light of the increasing cost and decreasing supply of conventional energy sources, the School District of the Menomonie Area Board of Education recognizes the need for proper energy conservation and investments in sustainable energy initiatives. Energy management is necessary in order for the District to minimize the potential impact that rising energy costs may have on the budget; to maintain a reliable supply of energy to meet the functional needs of the District; and to ensure that energy is used efficiently. Additionally, the use of renewable energy systems is a critical component of energy management.

It is everyone in the school district's responsibility to ensure that energy and natural resources are conserved while exercising sound financial management. The implementation of this policy is the joint responsibility of the board members, administrators, teachers, support personnel and students, and the success of this policy is dependent upon cooperation at all levels. The process to achieve these goals needs to be realistic and sensitive to unintended impacts. Energy management initiatives shall not restrict learning opportunities or negatively impact the learning environment and overall educational experience. Careful and ongoing planning is necessary to understand what is practical.

A strong commitment on the part of the Board and the administration is important to an effective energy management program. It will be the responsibility of each District employee to actively participate in conservation efforts in order to reduce consumption. In turn, it will be the responsibility of the District to ensure that staff receives information regarding energy conservation.

To conserve energy, reduce costs, and improve sustainability, the district administrator will develop and ensure implementation of an energy plan consistent with this policy and will review the plan with the board annually. The original detailed plan will be presented to the board for approval no more than 180 days after approval of this policy by the board. The plan will include the use of sustainable principles whenever practicable in the site development and design of new buildings, building additions, and the replacement of capital equipment. Additionally, the plan will seek ways to preserve the environment, so that each site becomes a contributing, environmentally-friendly component of the community. The plan shall include short- and long-range strategies in the areas of facilities management dealing with energy awareness and conservation. The goal of the energy management plan will be to implement the following practices:

- Every student and staff member will contribute to energy conservation in our district, everyone in the district will be expected to be an “energy saver” as well as an “energy consumer”;
- Energy conservation goals, objectives and guidelines will be developed for each school;
- Conservation programs will be developed, implemented, and modified as necessary to meet the conservation goals, objectives, and guidelines for each school;
- Capital equipment will be regularly monitored and preventative maintenance will be performed on all heating, ventilation and air conditioning equipment to ensure efficient operation;
- The procurement and consumption of fuels and electricity will be managed to maximize value and ensure the efficient operation of district facilities and equipment;
- Equipment, facilities and vehicles will be operated efficiently and only when needed;
- Equipment, facilities and vehicles will be maintained in a condition that promotes efficient operation;
- When replacing energy-consuming systems and capital equipment, a cost benefit analysis will be completed. Renewable options shall be considered in all cases when performance needs are met. The cost benefit decision for renewable options will be based on a simple payback comparison between renewable and non-renewable options: [Simple payback] *equals* [estimated total cost of project] *divided by* [estimated annual energy savings];
 - Renewable options shall be chosen when the simple payback is equal to or less than the estimated useful life;
 - Renewable options shall be considered when the simple payback is less than 1.25 the estimated useful life;
- Capital equipment that produces energy from renewable sources (ie. solar panels, etc.) shall be considered as part of the school district’s processes for budgeting and strategic planning when performance needs are met. The cost benefit decision will be based on a simple payback comparison between renewable and non-renewable options: [Simple payback] *equals* [estimated total cost of project] *divided by* [estimated annual value of energy produced];

- Renewable and sustainable options may only be chosen when the simple payback of the equipment is calculated to be equal to or less than the estimated useful life.

Principals shall ensure that the energy conservation plan is implemented at their schools. The building principal shall ensure that internal energy audits are coordinated with the Director of Buildings and Grounds, and that conservation program outlines are updated annually.

All employees shall comply with the energy conservation plan and conserve energy in the areas of electricity use, cooling and heating of facilities, the use of hot water and other material resources, and the operation of all school equipment and vehicles. All unnecessary lighting in occupied or unoccupied areas must be turned off. Thermostats shall be programmed at temperature settings based upon the season, properties of the facility, age of students, activities in the facility, and other relevant factors. The head custodian at each school will be responsible for placing building systems in an unoccupied mode when the facility is not scheduled for use.

The school district will maintain accurate records of energy consumption and cost of energy. The superintendent or his/her designee will provide information to the board annually on the goals and progress of the energy conservation program.

LEGAL REF.: Sections 1.12 Wisconsin Statutes
 66.0133
 101.027
 115.001(3)
 120.12(1)
 120.44
 COMM 63, Wisconsin Administrative Code
 COMM 64.05, Wisconsin Administrative Code

CROSS REF.: 733-Rule, Energy Management Guidelines
 110, District Mission and Beliefs
 721, Buildings and Grounds Inspections
 723.1, Fire Prevention/Drills
 723.3, Emergency School Closings
 730, Buildings and Grounds Management

ADOPTED: February 11, 2019

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/s/ Clinton Moses
Clerk