

ENERGY
MANAGEMENT /
CONSERVATION
POLICY

The Board believes that it is responsible for ensuring that every effort is made to conserve energy and natural resources while exercising sound financial management. The implementation of this policy shall be the joint responsibility of the Board, administrators, teachers, students, and support personnel. Its success is based on cooperation at all levels.

The District shall maintain accurate records of energy consumption and cost of energy and shall provide information to the local media on the goals and progress of the energy conservation program.

Each principal shall be accountable for campus energy management with energy audits being conducted and conservation program outlines being updated. Judicious use of the various energy systems of each campus shall be the joint responsibility of the principal and head custodian to ensure that an efficient energy posture is maintained on a daily basis.

Curriculum shall be developed to ensure that every student participates in the District's energy management program as an "energy saver."

Specific areas of emphasis include:

1. Every student and employee shall be expected to contribute to energy efficiency in the District. Every person shall be expected to be an "energy saver" as well as an "energy consumer."
2. Effective immediately, all unnecessary lighting in unoccupied areas shall be turned off. All lights shall be turned off when students and teachers leave school. Custodians shall turn on lights only in the areas in which they are working.
3. Energy management shall be made a part of each principal's annual evaluation.
4. The head custodian at each school shall be responsible for a complete and total shutdown of the facility each evening.
5. Within 60 days of the adoption of this policy, administrative guidelines shall be developed for implementing the energy program.

RECORDS AND
REPORTS

The District shall maintain accurate records of energy consumption and cost of energy on a monthly basis. An energy audit shall be conducted annually at each campus, and recommendations shall be made for updating the energy management and conservation program. Information shall be provided to the Board on an annual basis relative to energy consumption and costs. A report of sav-

ings and recommendations for improvements shall be made to the Board annually during the budget development process.

In accordance with law, the District shall record in an electronic repository the District's metered amount of electricity, water, or natural gas consumed for which it is responsible to pay and the aggregate costs for those utility services. The District shall report the recorded information on a publicly accessible Internet website, with an interface designed for ease of navigation if available, or at another publicly accessible location.

RECYCLING
PROGRAM

In cooperation with the comptroller or the Texas Commission on Environmental Quality (TCEQ), the District shall establish a program for the separation and collection of all recyclable materials generated by the District's operations, including at a minimum, aluminum, steel containers, aseptic packaging, polycoated paper-board cartons, high-grade office paper, and corrugated cardboard. "Recyclable materials" shall include materials in the District's possession that have been abandoned or disposed of by the District's officers or employees or by any other person.

The District shall also:

1. Provide procedures for collecting and storing recyclable materials, provide containers for recyclable materials, and provide procedures for making contractual or other arrangements with buyers of recyclable materials.
2. Evaluate the amount of recyclable material recycled and modify the recycling program as necessary to ensure that all recyclable materials are effectively and practicably recycled.
3. Establish educational and incentive programs to encourage maximum employee participation.