

PROCEDURE WSD414

WINOOSKI SCHOOL DISTRICT

ENVIRONMENT AND HEALTHY FACILITIES

In an effort to reduce energy costs, implement green cleaning programs and encourage recycling, the District will educate and encourage all employees to incorporate green policies in the following areas:

Lights:

1. Turn off lights when leaving a room for an extended period of time and let windows provide natural light wherever possible.
2. Replace incandescent bulbs with Energy Star fluorescent bulbs.
3. Use LED lamps in exit signs instead of incandescent.
4. Reduce use of overhead lighting where possible and use task lighting instead.
5. Replace T-12 fixtures with T-8s and electronic ballasts.
6. Replace mercury vapor lights in gym and outdoors with metal halide or T8/T5 high output fluorescents.
7. Install occupancy sensors to shut off lights when rooms are not in use.
8. Turn off computers at the end of the day.
9. Use energy misers on all machines where a savings will be realized.

Heating and Cooling

1. Make sure doors and windows have tight seals. Keep them closed when running air conditioning.
2. Turn off fans when the building is unoccupied.
3. Install Energy Star programmable thermostats and locking cones to prevent tampering.
4. Limit after school activity locations to as few heating/cooling zones as possible and minimize system use in the rest of the building.
5. Check equipment regularly (burners, coils, air filters, ducts, etc.) for proper operation and maintenance needs.
6. When replacing systems, choose Energy Star equipment.
7. Investigate Biomass sources for fueling.
8. Classroom temperature should be between 75-78 degrees Fahrenheit during the cooling season and 68-72 degrees Fahrenheit during the heating season. The temperature will be set at 55-60 degrees Fahrenheit at the close of the school day or other scheduled use.

Green Cleaning

1. Purchase certified green cleaning products.
2. Train, or retrain, cleaning personnel regarding proper product application, mixing, diluting and disposal.
3. Use vacuums and other floor cleaning equipment with high efficiency filters to capture materials that might adversely impact the health of the building's occupants.
4. Introduce environmentally preferable paper and recycled plastic trash can liners.
5. Educate custodians, administrators, teachers, students, vendors and visitors about what they can do to promote a healthy school environment, such as recycling paper and plastics, conserving water, maintaining uncluttered classrooms and work places and proper handling of food and potential contaminants.
6. All interior paint used at the Winooski School District shall have a minimum 60% light reflectivity level.

Recycling

1. The District will promote resource conservation and manage its waste by subscribing to the integrated waste management hierarchy "Reduce, Reuse and Recycle."
2. The District will work with area waste management companies to educate both teachers and students regarding various recycling programs.
3. All District locations will be provided with containers for rubbish and recyclables as well as food and compost materials.
4. The District will contract with area waste management facilities to ensure that all materials are recycled to include computers, copiers, ink cartridges, etc.

Child Nutrition and Wellness

The recommendations of the Child Nutrition and Wellness policy developed by the Coordinated School Health Team are to be followed for the improved health and well being of Winooski students and the overall school environment. All State and Federal food service regulations will be followed.

The implementation of this policy is the joint responsibility of the superintendent working with administrators, staff and students. Its success is based on cooperation at all levels. The following are practices that will be available:

1. Accurate records of energy consumption and the cost of energy are maintained.
2. Ensure that site administrators and others who are responsible for energy use manage energy use effectively and are held accountable for that use.
3. Regular energy audits are conducted and conservation programs are updated on an annual basis.
4. An energy-specific preventative maintenance and monitoring plan for facilities including HVCA, building and moisture management is developed and implemented.

Reviewed and Updated: October 8, 2007