

Energy Use and Conservation

Utility costs are the second greatest operating expense after employee payroll. As such, it is important for every Klein ISD employee to be responsible for wise and efficient use of energy.

The following items are actions that employees shall take and facility guidelines established by administration to be followed to aid in controlling energy costs:

- Employees shall turn off all computer and peripheral devices at the end of each workday. (Please note that “logging off” a computer does not save energy. It must be “shut down” to save energy. For teachers, this includes all student computers in the classroom.)
- Employees shall turn all lights off in their office, classroom, or work area if the area will be vacant for more than 15 minutes.
- Temperature set-points for all Klein ISD facilities shall be 68°F for heating and 74°F for cooling during occupied times. Variances must be approved on an individual basis by the associate superintendent of Facility and School Services or his designated representative.
- Normal heating and cooling operation will begin 1.5 hours before and end 0.5 hours after the normal school day unless special activity schedules have been requested by proper personnel and have been approved by the associate superintendent of Facility and School Services or his designated representative.
- Portable space heaters are prohibited in all district facilities.
- Refrigerators and microwaves for personal use are prohibited in classrooms and individual offices.
- Covering, obstructing (within a two-foot radius), or tampering with any HVAC sensor is prohibited in all district facilities.
- All desk or floor lamps intended for use in a district facility must be equipped with lamps or bulbs of less than 15 watts each, e.g., compact fluorescent lamps or LED.

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Cross reference(s):

CL (LEGAL) Buildings, Grounds, and Equipment Management