



GISD Energy Management Summer Vacation Conservation Guidelines



Please take the time to implement the following key procedures for the Energy Management Program during Summer Vacation:

Energy Management Summer Guidelines:

- All **Lights** in classrooms, lab rooms, storage rooms, closets, lounges, meeting rooms, conference rooms, gyms, locker rooms, stage areas, auditoriums, lobbies, rest rooms, personal desk lamps, concessions areas and cafeterias shall be turned **OFF**.
- All **computers**, monitors, speakers and local printers shall be turned **OFF**.
- All office machines, large and small **copiers**, audiovisual, PA Systems, and laminating machines shall be turned **OFF**.
- **Unplug**, and clean out all personal **refrigerators**. Keep door open.
- **Unplug** all personal **appliances**, radios and CD players.
- **The Principal, Director and/or Lead Custodian** will ensure that all **thermostats are set at the correct temperature** at Emma Roberson, Nettie Baccus, Brawner, Oak Woods, STARS, BTC, Business Office, HR, Special Education, Maintenance, Central Administration, Curriculum, Technology, Transportation and Support Services.
- **The Principal and/or Lead Custodian** will ensure that all “thumbwheel” thermostats at GHS, GMS, AMS, CIS, AES and Mambrino are set at 76 degrees. The computer automated **Tracer Summit and Metsays will adjust the temperature to 85 degrees**.

Have a Safe Summer Vacation!