

 <p>Tucson Unified School District TUSD <i>Celebrate the US!</i> Tucson, Arizona POLICY REGULATION</p>	REGULATION TITLE: Resources Efficiency Awareness Program (REAP)
	CODE: ECF-R1
	LEAD DEPARTMENT: Engineering, Facilities, and Planning

This regulation constitutes one (1) program to implement the Board Policy ECF. The procedures are divided into five major areas of focus listed below.

MISSION

Everyone in TUSD can manage energy, water, and waste more wisely to improve both student and school facility performance. We all benefit by practicing better environmental and economic stewardship.

ORGANIZATION

The Energy Projects Manager will serve as the Superintendent’s designee to implement the REAP. The Energy Projects Manager will promote the REAP mission and goals. REAP progress will be monitored by the Energy Projects Manager who will recognize achievements and recommend policy changes to the Planning Services Director as needed.

The Energy Projects Manager will annually budget for utility rate increases, expanded square footage, and technological changes. Administrative meetings, professional training, and monthly utility reports will be used to publicize how schools can improve staff, students and building performance. REAP will encourage school participation with positive reinforcement for measurable accomplishments.

STRATEGIES FOR CHANGE

- a. Conservation: Reduce unnecessary use of energy and natural resources with no-cost or low-cost behavioral changes only.
- b. Renewables: Use renewable sources of natural resources (e.g. solar). These often require conservation, efficiency, and outside funding to justify the additional long-term investment.
- c. Energy Patrols: Participate in the Tucson Electric Power Company Energy Patrol Program at TUSD schools to help conserve energy and natural resources. Schools can implement an Energy Patrol via a student council, an after-school club, or some other special group of about 10-20 students who work with an advisor to learn about saving energy, and then patrol the school to implement what they have learned. The Energy Patrol checks classrooms, office areas, portables and storerooms at recess,

lunch and after school to turn off unneeded lights, see that thermostats remain at appropriate temperatures, notice that windows and doors are positioned for maximum efficiency and report dripping faucets and other water leaks.

- d. Recycling Opportunities: The Commingled Recycling for Schools Project is used to recycle appropriate materials and monitor the amount of solid waste produced at District schools and facilities.

THE FIVE-YEAR GOALS (FY 2008-2013) FOR REAP INCLUDE

- 1) Conserve by reducing energy, water, and non-recycled waste per square foot by 5% per year each for next five years.
 - a. Conservation tips will be distributed to educate students and staff in August and April of each year.
 - b. Monthly usage and cost will be posted on website showing data for schools and support site.
- 2) TUSD will award a monetary incentive award to schools achieving a 5% per year reduction in yearly Avoided Utility Usage per square foot savings for the next five years. See Calculating Energy Conservation Rebate Program below for details.
- 3) TUSD will implement Energy Patrols at 10 schools per year for the next five years to help reduce energy and water consumption. All established Energy Patrols will be monitored by survey to determine their effectiveness and the need for additional assistance/training.
- 4) TUSD will increase the number of solar sites by installing photovoltaic systems at two sites per year over the next five years. A representative from the utility company will visit each new site to educate students and to discuss the installation and how it affects the school.

CALCULATING ENERGY CONSERVATION REBATE PROGRAM

Monetary rebates are awarded to schools determined by two established guidelines.

- 1) In school year 2008-2009 a rebate of \$250 will be awarded to any school that submits a completed energy conservation questionnaire only.
- 2) In school years 2009-2013 rebate funds will be awarded to any school that reduces consumption by 5% or more during the previous year (using the Avoided Utility Usage per square foot data) **and** submits a complete energy conservation questionnaire.
- 3) In school years 2009-2013, schools that do not meet the 5% criterion above will be awarded \$100 if they submit a complete energy conservation questionnaire.

Rebates are based on the savings percentage and student population.

Schools that Reduce Consumption by 5%	
Student Population	Rebate Amount
3000 plus	\$2,500
2000 / 2999	\$2,000
1000 / 1999	\$1,250
251 / 999	\$500
10 / 250	\$250
NOTE: Rebates will be awarded on official student population counts, usually on the fortieth (40 th) day. The 12-month fiscal year (FY = July – June) will be used as the primary measuring period. Awards will be issued as soft capital budget transfers.	

FY07/08 utility data will be used as the baseline for all schools unless modified for justifiable reasons in the school’s REAP plan. All Avoided Utility Usage data will be normalized for Tucson weather using daily average temperatures recorded by the National Weather Service. The Energy Projects Manager may change or adjust a school’s baseline to minimize variables that the site cannot control (e.g. major construction, AC conversions, new summer school, etc.). Estimated awards are as follows:

Total REAP incentives for demonstrated success FY 2008-2009 = \$35,000.
 Total REAP incentives for demonstrated success FY 2009-2013 = \$60,000/year

Depending on the available award funds, the Energy Projects Manager may recommend adjustments to the minimum requirements for annual awards to the Planning Services Director. Financial and other incentives may be recommended by the TUSD Energy Projects Manager to the Planning Services Director to encourage more participation in REAP as excess utilities funding is reduced or eliminated.

Adopted: June 24, 2004
 Revision: September 30, 2005 (Friday Report)
 June 13, 2008 (Friday Report)

Review:

Cross Ref: 3751 Efficient Paper Usage
 Replaces TUSD Regulation #3750



RESOURCES EFFICIENCY AWARENESS PROGRAM



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INFORMATIONAL QUESTIONNAIRE

Please take a moment to help us know what your site is doing to manage energy, water, and waste.

School/Site:

School/Site Administrator:

1.	Do you know your site’s utility costs? If so, what are they?	
2.	Is your Site Council leadership aware of your site’s utility costs?	
3.	Are staff members aware of your site’s utility costs?	
4.	Has your site completed staff training or professional development related to REAP?	
5.	Describe any strategies currently being used to help reduce utility costs?	
6.	Are there any barriers that prevent you from reducing utility costs? If so, what are they?	
7.	Has your site completed any type of energy or water audit? If so, what did you learn about your site?	
8.	Please list any organizational groups at your site utilized to help conserve energy, water, and waste.	
9.	Does your site have an Energy Patrol using Tucson Electric Power materials?	
10.	At school sites, what types of educational curriculum materials are being utilized to teach students about conserving energy, water, and waste?	
11.	Does your site have a designated Energy Conservation Coordinator? If so, please list name and contact information.	