



# Marysville Joint Unified School District

1919 B Street ~ Marysville, CA 95901

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## MJUSD Energy Standards

### Energy Conservation Program Statement

To meet the projected energy savings for Marysville Joint Unified School District, Energy Standards have been created for all MJUSD sites and staff. It is imperative for a successful outcome that all MJUSD staff and leadership adhere to the Energy Standards. ASHRAE HVAC standards were utilized to ensure set points and schedules promote a conducive learning environment, conserve energy, and extend system life.

### Energy Conservation Guidelines

#### 1. HVAC/Thermostat Policy

##### a. Temperature Set Points

##### i. Occupied Hours:

1. Thermostats will be automated to operate at 68°F when heating and 75°F when cooling, with the ability to manually adjust +/- 4°F
2. Thermostats will be programmed to reset to the default setpoints of 68/75°F every four hours with the exceptions of gyms and cafeterias

##### ii. Unoccupied Hours:

1. Thermostats will be automated to operate at 55°F when heating and 85°F when cooling, with the ability to manually adjust +/- 3°F
2. Thermostats will be programmed to reset to the default setpoints of 55/85°F every two hours

##### iii. HVAC Occupied School Day Schedule: 6am-4pm

1. The Energy Manager may make minor schedule changes to optimize energy consumption.

##### b. After Hours Thermostat Use

i. **After Hours Staff:** Custodial staff will only operate thermostats as needed after occupied hours

ii. **After Hours Events:** Administrators will need to submit a notice of occupancy for an upcoming event *2 weeks in advance* to guarantee a comfortable event space that will have scheduled occupied temperature set points.

##### c. Door/Window Policy

- i. Staff will ensure that doors and windows *are not left open to the outside air* while the HVAC units are operating

#### 2. Plug Load Policy

a. **Definition:** A small appliance that passively uses energy (Keurig, minifridge, microwave, etc.)

b. **Policy:** If there is a *school break of one or more weeks* as defined by academic calendar, staff *will unplug or remove plug loads*. If this policy is not followed, the appliance will be unplugged by custodial staff.

#### 3. End of Day Shutdown Procedure

*Before leaving their rooms* at the end of the day, staff will:

- i. Turn off all lights
- ii. Close blinds and windows
- iii. Setback thermostat to heating 55°F (during winter) or cooling 85°F (during summer)