



Marysville Joint Unified School District

1919 B Street ~ Marysville, CA 95901

MJUSD Energy Standards

Energy Management 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. ASHRAE HVAC standards were utilized to ensure set points and schedules promote a conducive learning environment, conserve energy, and extend system life.

Energy Management Guidelines

1. HVAC/Thermostat Policy

a. Temperature Set Points

i. Occupied Hours:

1. Thermostats will be automated to operate at 75°F when cooling with the ability to manually adjust +/- 3°F.
2. Thermostats will be automated to operate at 68°F when heating with the ability to manually adjust +/- 2°F.
 - a. Adjustments to the occupied setpoints and temperature ranges listed above may be made in the case of extreme weather conditions at the discretion of the district.

ii. Unoccupied Hours:

1. Thermostats will be automated to operate at 50°F when heating and 85°F when cooling with the ability to manually adjust as needed.
2. Thermostats will be programmed to reset to the default setpoints of 50/85°F every two hours.

iii. HVAC Occupied School Day Schedule: 5 AM – 5 PM, weekdays only, excluding holidays

1. The Energy Manager may make minor schedules 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:** Staff will need to submit a notice of occupancy for an upcoming event *2 weeks in advance* to guarantee that event spaces will have occupied temperature set points scheduled.

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 50°F (during winter) or cooling 85°F (during summer)