

**Energy STAR: Cardinal Power**  
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Sun Prairie High School  
Grades 9 – 12 / Social Studies, Business Education, and Science  
May 13, 2009

**1. Action Plan Summary**

*Project Purpose:* The purpose behind our project is to put power into the hands of the staff to encourage fundamental change to reduce energy consumption within our school.

*Implementation:* The planning will occur in the remaining month of school with the implementation of the project taking place next year.

*Results:* We have no results to report at this time. Results will come next year after the implementation of the plan.

*Total Budget Amount:* \$400.00, plus donations

**2. Audience**

*History and past accomplishments, especially as they relate to this project:*

We are a rather large building that is in transition. Our current high school is being renovated, with work taking place after school and during vacation times. Many of us will have to pack our entire classrooms at the end of this school year, only to move back in to them in August. In the Fall of 2010, the new high school will be opening and our current staff will be divided between the Upper Middle School for grades 8 and 9 and the High School for grades 10 through 12.

Currently, the staff participates in basic energy saving techniques. We have had limited education regarding energy conservation, such as turning off the lights when we leave a room or to turn off our computers when we leave for the day. However, there is more that we could be doing.

We feel that with the right amount of education and motivation, our staff would be willing to take energy conservation to the next level.

*Service area/population served:*

High school teachers and staff members would be encouraged to participate. Staff members who participate in the “Energy STAR” program, would hopefully share this information with their students as well. Our students have grown up being shown how to recycle, using CFLs, etc. It should be an easy sell to encourage our students to participate more in energy conservation.

**3. Statement of Problem or Need**

*Outline current resources that address this problem and identify gaps:*

Our district has the huge benefit of having an energy manager on staff. We know that as a whole, we have made huge leaps in energy conservation while having Greg Klaas on staff.

However, individual buildings are left to their own resources. Our staff has received little to no education on basic energy conservation techniques. First and foremost, we need more education. There is no accountability for staff to turn off their lights, recycle within their classroom, etc.

*Describe how our project will fulfill these goals:*

Our project will encourage staff members to use energy efficient practices throughout the entire school. We will be shifting power from the school district as a whole and into the hands of individual teachers, giving teachers the ability to earn an “Energy STAR”. We will be encouraging staff members to do what is right for the environment, demonstrating the economic impact of energy conservation, as well as giving them the education to make a difference.

#### **4. Project Goals and Objectives**

*Provide the specific goals we intend to achieve:*

- Increase energy conservation at Sun Prairie High School.
- Encourage staff to work together toward a common goal.
- Provide staff with the power to have input in the program.
- Provide staff with literature and facts to demonstrate the impact that little acts can have on kilowatt usage.

*Note the milestones we will reach while meeting those goals:*

- Approval of “Energy STAR” Program from administration.
- Creation of an “Energy STAR” logo.
- Creation of a list of suggestions for “Energy STAR” participation.
- Staff participation in the “Energy STAR” program.
- A 5% reduction in energy usage (kilowatt hours) in one month from the previous year.

#### **5. Methods and timeline**

*List what actions will be taken to achieve project goals:*

- Development of project outline for administrative approval.
- Creation of logo (possibly a project for students).
- Faculty meeting to introduce the concept to the staff.
- Development of a list of suggestions to be an “Energy STAR” Staff Member.
- Decision on an appropriate incentive for staff participation.
- Logos created and printed for “Energy STAR” classrooms.
- Keep staff informed of progress.
- Find information to educate staff on energy conservation.

*Establish a timeline for project activities:*

- June, 2009 – Submit KEEP Action Plan for approval.
- June, 2009 – Submit KEEP grant proposals for funding.
- June, 2009 – Submit Action Plan to Phil Frei, Greg Klaas, Tom Brooks, and administration alerting them to our plan and what we would like to do.
- Summer, 2009 – Action Plan Team will research and collect data for the faculty presentation.
- September, 2009 – Create an “Energy STAR” logo (possibly a student project)
- September, 2009 – Develop a list of suggestions for “Energy STAR” staff members
- September, 2009 – Meet with Tamara Sondgeroth to inform her of our plan for the high school during the month of November and include WPPI and Sun Prairie Water and Light.
- September, 2009 – Meet as a team to prepare for putting the plan in action

- October, 2009 – Host a faculty meeting during Public Power Week to inform staff about the “Energy STAR” program
- November, 2009 – Kick off the “Energy STAR” Program for one month.
- November, 2009 – Monitor “Energy STAR” status of staff members
- November, 2009 – Send “SWAT” team members (Integrated Science students) around the school to look for ways classrooms are saving energy.
- November, 2009 – Announce to staff and students “Energy STAR” achievements.
- December, 2009 – Host a faculty meeting to compare the energy usage (kilowatt hours) between November 2008 and November 2009.
- December, 2009 – Host a celebration for staff members after achieving a 5% reduction in kilowatt hours being used during the month of November.
- December, 2009 – Action Plan Team will meet to evaluate the success of the one month program and develop a plan of where we would like to go in the future.

*Identify who will be responsible for each action item:*

We have chosen to work on this project as a team, since we know that will be better received for a project like this. We feel that the project would be better served if we continue to work as a team through the entire process. We have an extremely large school; there is no way that one person could do this on their own.

We are also aware that if this program is presented by us, rather than by administrators, it will be staff owned and directed. We feel that it is essential that we give staff a voice and recognize their achievements.

## **6. Evaluation Criteria and Process**

*How will we measure the success of our project:*

- Project approval by Administration.
- Interest in the project from staff.
- Student awareness of energy conservation projects taking place in the building.
- Staff participation in the energy conservation techniques.
- Number of “Energy STAR” Staff Members
- Concrete reduction in kilowatt hours during the month of November.
- Student participation in the “Energy STAR” Program.

*List what records and information we will gather to assess project success:*

- List of energy activities that staff are interested in changing around the school..
- Number of staff who have achieved Energy STAR rating.
- Student Awareness that this project is in place.
- High School utility statements for November of 2007, 2008, and 2009

## **7. Budget**

*Funding that might be needed to implement our plan (include as much detail as possible):*

Very early on in this process, we recognized the need for staff and student recognition in this project. Competition is a normal part of life. If staff becomes aware that their teacher in their neighboring classroom, for example, has achieved an “Energy STAR” rating, this may encourage other staff members to participate.

We are hoping to accomplish this by creating an “Energy STAR” logo that staff can post near their workspace once they have achieved “Energy STAR” status. Printing these logos will cost money.

Further, we would also like to be able to give staff and students a tangible reward for working toward Energy STAR status. This part of the project is still in the planning stages.

We will definitely need to apply for KEEP grant money to make these things possible. We are also hoping to establish a partnership with Sun Prairie Water and Light and WPPI.

- Logo printing for teacher workspace (8 ½” x 11” color copies at central copy are 10 cents a side). We would need approximately 102 copies (printing two logos on one page), which would equal a total of \$10.20.
- Advertising Posters of the Program to post around the school. Approximate cost through Central Copy would be 12 cents a piece for 11” x 17” size. If we get twenty posters printed up, the cost would be \$2.40.
- If the staff does actually create a 5% reduction in kilowatt hours being used, we would like to offer a continental breakfast (bagels or doughnuts) for the staff. Based on previous times this has been done, we will be looking at a cost of \$300.00.
- We would also like to have small incentives to offers students and staff who are caught using energy reducing activities.
  - Some current ideas are:
    - Pencils:
      - Confetti Pencils (Celebrating Good Behavior) are \$3.99 for 24 through Oriental Trading Company. For 203 staff members we would need to order 9 orders which would make the total \$36.00 plus taxes and shipping.

#### Stickers

- Funky Star Stickers are \$2.99 for 100 through Oriental Trading Company. For 203 staff members and various students we would need to order 10 rolls for a total of \$29.90 plus taxes and shipping.

#### CFLs

- We would like to be able to offer CFLs in a raffle for participating staff members. We are currently still in the process of looking for the best price.