



Green Schools Challenge September 2018:

Lights Out Campaign



Everyone knows that turning off lights when they are not needed saves energy, but most of us still need reminders! Lights left on for long periods of time, particularly in large spaces like gyms, use a great deal of energy, which costs the school district money that could be spent on education instead. The Green Schools Challenge focus for September is to turn the lights out!

If your building has Energy Captains or Energy Smart Squads, there is already some focus on turning off non-security lights, but due to the prevalence of lights left on, and the energy use associated with this practice, September's focus is just on turning off non-security lights in unoccupied areas.

Teams are encouraged to use an activity method that works best for their schools- either complete your own activities or use the example activities provided below.

Design Your Own Activity

Do you have an idea about how your Green Team could focus on turning out unnecessary lights this month? Perhaps you'd like them to affix "Lights Out" stickers on light switches throughout your school. Maybe they can write a newsletter article for your school's newsletter, or maybe you can make an announcement at a faculty meeting. Review [Powering Down: A Toolkit for Behavior-Based Energy Conservation in K-12 Schools](#), to get ideas for what would work well for your school. Feel free to create an activity that works for your school, and earn credit for it. Below are sample activities for the Lights Out theme. You can do one, some, or all of the activities below.

Example Activities

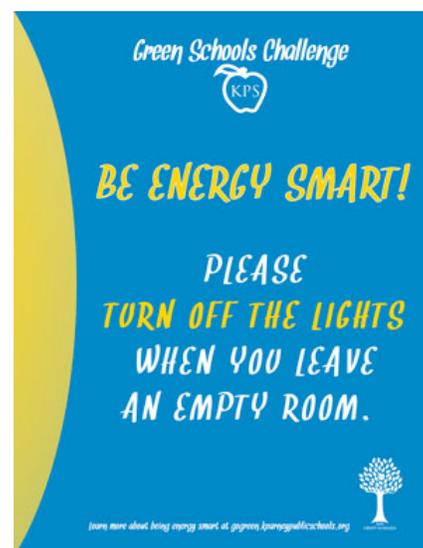
1. Post Visual Reminders

Put up Lights Off posters in key locations in your school to serve as visual reminders. Or, email a digital version to faculty and staff. [Download and print a copy of the poster here.](#)

2. Lights Out Sweep

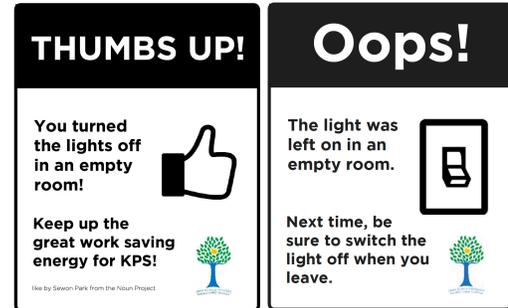
Ask the members of your Green Team to make a sweep through the school and assess where lights have been left on in empty space. Tour the school at the end of the day once a week to see if non-security lights have been left on in unoccupied rooms. Print the feedback tags linked [here](#) to post in classrooms, gyms, office and other areas. [One set contains "Oops Tags"](#) that you can leave behind in rooms where the lights were inadvertently left on. [The other set contains "Thumbs Up Tags,"](#) to be left behind in rooms where the lights were appropriately turned off.

Have one student [record your findings on this chart.](#) Repeat the "Lights Out Sweep" once a



The 8.5 x 11 inch poster can serve as a visual reminder to turn lights off.

week, each time noting where lights have inadvertently been left on. Look for consistent problem spots. If your building has motion sensor lights that stay on in unoccupied rooms, notify your custodian. Follow up with the people who received more than one Oops tag, and let them know your goal to conserve energy by switching lights off at your school. Ask if they would be willing to join you in reaching this goal, and if they could make a special effort to turn lights off when not needed.



3. **Focus on Gyms**

Since gym lights are such a large energy consumer, set up a meeting with the athletic staff at your school. Map out what days and times the gym is used, and note when it is not and when the lights should be turned off. Make a plan with athletic and/or facilities staff to turn gym lights off at those times. After the plan has been implemented, have your Green Team make a sweep to check to make sure lights are off when they should be.

4. **Get the Word Out**

Email the staff and faculty at your school to ask them to focus on turning off unnecessary lights, particularly in gyms. Remind them that if there is enough daylight in their rooms, they don't even need the lights on when they're full of students. [Review this email template to get you started.](#)

5. **Submit Photos**

Take photos of your Green Team engaging in the Lights Out campaign and email them to gogreen@kearneycats.com. You may see your submissions on the Green Schools Initiative web site or newsletter!

A Note on Printing

Given the printing quotas for schools/staff, the district has set up a special printing code for Green Team Champions to use for Green Schools Challenge activities. Please email gogreen@kearneycats.com to get this code. Please note that the code can ONLY be used by the Green Team Champion for challenges/activities related to the KPS Green Schools Challenge.

Let Us Know What You Did!

Report your progress and earn recognition for your school. **[Fill out this form](#)** to let us know which activity you did for this month!

Questions?

We're here to answer any questions you may have, talk through ideas or provide further resources. Just email gogreen@kearneycats.com.

RECOGNITION LEVELS

All KPS schools have the opportunity to earn recognition for their participation in the Green Schools Initiative each year. The more activities you complete, the more recognition you receive! For 2018-2019, the following three levels of recognition are available:

- **Level 1 (Green Performance)** - Participation in 5 activities during the year. Schools receive a framed certificate of recognition, \$50 for Green Team Activities next year, and \$100 for the Principal's budget.
- **Level 2 (Green Achievement)**- Participation in 6 - 9 activities during the year. Schools receive \$150 for Green Team activities next year, an award banner, and \$200 for the Principal's budget
- **Level 3 (Green Excellence)** - Participation in 10 or more activities during the year. Schools receive \$300 for Green Team activities next year, a large award banner, and \$400 for the Principal's budget. In addition, all schools that achieve Level 3 participation are placed into a raffle; the selected school receives \$450 to spend on district-approved items. Approved items could entail smart power strips, vending machine energy misers, native landscaping/trees, rain barrels, native plants for classrooms, and indoor/outdoor recycling containers. All items must be approved by the district office prior to purchase.