Energy Inventory
Student Pages

Building Profile Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
1. What percentage of the school is air-conditioned? _____% Describe how you determined your answer.	
2. Does this school have a kitchen that does daily food preparation? Yes ☐ No ☐ Please explain.	

Energy Inventory
Student Pages

Building Profile Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
3. How many of the following appliances/machines are found in your building?	

Appliance/Machine	Number in School Buildings
A. Copiers	
B. Printers	
C. Computers with Monitors	
D. Refrigerators/Freezers	
E. Televisions	
F. Dishwashers	
G. Stoves/Ovens	
H. Vending Machines	

4. List the names of your energy providers for:

Energy Usage	Energy Provider
A. Heating	
B. Cooling	
C. Hot Water	
D. Electricity	
E. Other Energy-related Utility	

Energy Inventory
Student Pages

Building Profile Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
5. What was the cost of energy-related utilities for your school or district in the previous school year? (If this breakdown is not available, use the following average percentages for schools in our climate zone to figure approximate amounts for the total annual bill: 19% of the utility bill is for heating, 9% is for cooling, 29% for lighting and 21% for electrical appliances.)	

Energy Usage	Cost of Utility
A. Heating	
B. Cooling	
C. Hot Water	
D. Electricity	
E. Other Energy-related Utility	

6. What percentage of this year's school budget is dedicated to energy-related utilities? _____% Describe how you determined your answer.

Energy Inventory
Student Pages

Building Profile Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
7. How much money did your school spend on energy-related utilities per student last year?	
8. What was the consumption of each energy source last year? Indicate total and per student consumption with their units.	

Energy Source	Total Consumed	Consumption Per Student	Energy Units
A. Electricity			
B. Natural Gas			
C. Gasoline/Diesel Fuel			
D. Other Energy Source			

Energy Inventory
Student Pages

Energy Conservation Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
9. What sources of energy/fuel are used at your school (e.g., cooling is provided by electricity generated by burning coal, mowing needs gasoline produced from fossil fuels)?	
10. How many energy sources used by your school are renewable?	

Energy Inventory
Student Pages

Energy Conservation Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
11. Is the landscaping on the school grounds used in a way to enhance energy efficiency (e.g., evergreen trees on north and west sides of building to provide a windbreak, deciduous trees on south and east sides to provide shade during the hotter seasons and allow sun to warm building during colder seasons)?	
12. Are the furnace and ventilation filters cleaned or replaced regularly per manufacturer's recommendations? Yes ☐ No ☐ Please explain.	
13. What are your school's guidelines for thermostat temperature settings?	

Energy Inventory
Student Pages

Energy Conservation Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
14. What percentage of appliances/machines is located at least 5 feet from a thermostat? _____% Describe how you determined your answer.	
15. What percentage of machines and lights are turned off at night or when not in use? _____% Describe how you determined your answer.	

Energy Inventory
Student Pages

Energy Conservation Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
16. What percentage of doors are closed when classes are in session to prevent heating or air-conditioning from escaping into infrequently used hallways? _____% Describe how you determined your answer.	
17. Are energy conservation measures in place for after school hours, evening activities, and vacations? (e.g., Is there a building schedule for use after hours? Is there a schedule for setback thermostat temperatures after school hours?)	

Energy Inventory
Student Pages

Energy Conservation Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
18. What other energy saving measures are used by the school?	
A. Stoves preheated no more than 15 minutes prior to use? Yes ☐ No ☐	
B. Lamps in vending machines turned off when school is not in use? Yes ☐ No ☐	
C. Appliances cleaned and checked regularly (e.g., refrigerator coils vacuumed)? Yes ☐ No ☐	
D. High grade insulation? Yes ☐ No ☐	
E. Windows and doors sealed to prevent air infiltration? Yes ☐ No ☐	
F. Building design features such as daylighting? Yes ☐ No ☐	
G. Motion sensors on lighting? Yes ☐ No ☐	
H. Replacement of older equipment such as new on-demand hot water heaters? Yes ☐ No ☐	
I. Unoccupied areas of the building have different temperature settings? Yes ☐ No ☐	
J. Outside air conditioning unit in shade? Yes ☐ No ☐	
K. Use compact fluorescent light bulbs? Yes ☐ No ☐	
L. Use power management software on computers? Yes ☐ No ☐	
M. Other? Yes ☐ No ☐	
Please explain.	

Energy Inventory
Student Pages

Administrative Support Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
19. Does your school and/or school district have a written energy policy? Yes ☐ No ☐ Please explain.	
20. Does your school and/or school district have an energy manager? Yes ☐ No ☐ Please explain.	
21. Does the administration encourage the purchase of Energy Star equipment? Yes ☐ No ☐ Please explain.	

Energy Inventory
Student Pages

Administrative Support Section (questions followed by space for your answers)	Notes (references, more questions, ideas for action)
22. Does your school have a student energy team that monitors or promotes energy conservation at school? Yes ☐ No ☐ Please explain.	
23. How is energy part of each grade's curriculum?	
24. Who conducted this Energy Inventory (e.g., Mrs. Watt's 5th grade class with assistance from Mr. Clean, head custodian, Mrs. Century, accountant, and the local rural electric cooperative)?	