

## **Budget Conservation Items as of 3/6/09**

### **Personnel**

1. Reduce the administrative benefit package.
2. Restrict professional development to in-state venues unless paid through a dedicated grant or non-BCSC resources.
3. Combine Harris Academy teacher/Novel Stars supervisor.
4. Delay hiring the 4<sup>th</sup> BCSC Police Officer.
5. Transfer costs for background checks to candidates for employment.
6. Reduce summer school options.
7. Reduce staff by attrition: 1 Grounds Supervisor, 1 Custodian, 1 Maintenance Technician, 1 Food Service, 1/2 Harris Academy teacher, 1/2 Medical Assistant, 1 Mechanic
8. Change hours for instructional assistants to 7 hrs./day, and change days to only when students are present.
9. Decrease summer maintenance staff.

### **Reduce, Reuse, Recycle**

10. Look for free resources when possible and available.
11. Use both sides of a page of paper, whenever possible.
12. Recycle plastics, glass, aluminum, steel, paper, and printer cartridges in all classrooms, offices, and departments.
13. Eliminate cafeteria use of Styrofoam and many paper products.

### **Utilities**

14. Delay heating/air conditioning of buildings until after school starts.
15. Reset heating and air conditioning set points.
16. Remove all holiday decorations, incandescent lighting fixtures, coffee makers, refrigerators and other electrical devices in classrooms.
17. Remove selected lamps from fixtures when equipment will not be damaged or light levels impaired, where possible.
18. Turn lights off when not in use in spaces with multiple light switches. Consider only turning on lights that are needed, or use natural light.
19. Turn off projectors and monitors except for curricular use.
20. Reset exterior door locks so doors are not propped open during student arrival and dismissal.
21. Shut down all computers, monitors, and peripheral equipment when not in use.

### **Other**

22. Eliminate "elective" lawn treatments.
23. Reduce building supply budgets by 10% to date.
24. Increase fees for Challenger Learning Center.