Step 6: Monitor Progress

Chicago Public Schools is working to reduce its impact on the environment and teach students to be environmental stewards. This Guide to Energy Savings is designed to help students and schools go green and save money by saving energy.

Its simple step-by-step format will lead your Energy Team through dozens of ways to save energy. The “Make It Happen!” at the end of each step will let you know you are on track to achieve your energy goals and help focus your team’s efforts.

By pursuing energy savings, your school not only teaches stewardship and benefits the environment. It also increases its budget. Schools that save 5 percent compared to previous years will receive Energy Shared Savings, which pays out for each kWh of electricity and therm of natural gas saved.

In Chicago Public Schools, we educate, transform, and inspire. Let this Guide to Energy Savings be another inspiring tool towards a cleaner, greener future for the students, families, and communities in our schools.

Thank you for your environmental leadership.

Suzanne Carlson
Director of Environmental Affairs
**Step 6: Monitor Progress**

By now, your Energy Action Plan is up and running. How is it working? Beyond a general sense of student and staff engagement, you can see the **real data** for how much your school has saved.

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**Energy in the Information Age**

With Chicago Public School’s *Energy Monitoring System* (EMS) there’s no guessing how much energy your school has saved. This information is shown in graphic clarity online.

Here’s how to monitor your savings:

- Go to this website: http://eadvantage.siemens.com/
- Login using your username and password (if you don’t know this contact jim.mooney@siemens.com)
- Click on the “+” next to your school’s Region
- Click on your school’s name
- On the right hand side of the screen, click “Generate Reports”
- Chose the “Portfolio Budget” report
- Enter a “start date” from over one year ago
- Enter the current date for “end date”
- Click “Finish”

EMS will take you to an “Overview” page that is loaded with numbers. Don’t be overwhelmed! Keep in mind what information is relevant:

- **Total** is your current energy use
- **Budget** is usage from previous years.

You want your **total** number for any given month to be less than the **budget** number of that same month.

That mean you’re using less energy!

- Click on the “Electricity Total” tab on the top of the page.
- The EMS will generate a **line graph** showing your school’s current energy use and a **bar graph** showing previous year’s energy use.

**IMPORTANT NOTE:** If the **line graph** is lower than the **bar graph**, then your school is saving energy. That’s good!

- The month by month raw data is at the bottom of the page. Please note, the “**total**” column will be two months behind. Don’t let that throw you…it takes a while to get the data into the system.

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Questions? Email them to **energy@cps.k12.il.us**
Step 6: Monitor Progress

There's more than one way to monitor progress. The EMS is certainly a useful tool, but what are some other ways to measure success?

Energy Star Score

Energy Star is a national system that rates K-12 school energy performance on a scale of 1 to 100. The score takes into account energy use, building size, number of computers, number of walk-in refrigerators, on-site cooking facilities, whether or not it is a high school, and a variety of other factors. Given these factors, the system compares your building with the national average and assigns an Energy Star Score.

What’s your school’s Energy Star Score?
Has it improved since your school formed the Energy Team?

Use the Energy Monitoring System to find out! Here’s how:

- Go to this website: [http://eadvantage.siemens.com/](http://eadvantage.siemens.com/)
- Bookmark the webpage by clicking “Favorites” and “Add to Favorites” in your web-browser toolbar
- Login using your username and password (if you don’t know your password email jim.mooney@siemens.com)
- Click on your school’s Region
- On the right hand side of the screen, click “Generate Reports”
- Open the drop-down menu, and click “Portfolio Compare Energy Star”
- Make sure the “ends on” date is later than the current date
- Click “Finish”
- EMS will generate a report of all the Region’s Energy Star Scores, sorted from highest to lowest
- Scroll down to the bottom of this page
- Click “Node.” This will list the schools in alphabetical order
- Find your school’s name
- Next to your school’s name will be two numbers.
- The number on the right is your Energy Star Score.

Beyond Energy Savings

Of course, there are ways to measure success outside of how many watts or therms were saved. How many students were on the Energy Team? How many classrooms are actively shutting down lights and appliances? Has the number of comfort complaints changed?

How do you measure progress?
CPS wants to hear your success stories!

Step 6: Make It Happen!

Fill out, scan, and email the next page to energy@cps.k12.il.us or fax it to 773.553.3110 Attn: Energy Teams

School Energy Progress Update

For questions write energy@cps.k12.il.us or call Steve Clark at 773.553.3161.
School Energy Progress Update

School name: ___________________________ Date: ______

Using the most recent data available on EMS, answer the following questions:

How many months was your Electricity Total smaller than your Electricity Budget? ________
How many months was your Heat Total smaller that your Heat Budget? ________

What do you think made the difference between saving energy or not? ______________________
________________________________________________________________________________
________________________________________________________________________________

How many students participated in the Energy Team, Power Patrols, or other school energy activities? ________

In what ways did you reach out to students, staff, and the community? ______________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

In what way did your school make progress toward saving energy? ______________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

What valuable energy lessons did you learn? ______________________
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Email feedback, questions, or energy suggestions to energy@cps.k12.il.us