

Tools for Schools Phase II - Indoor Air Quality

Follow-up Action Plan for Site Based



Pinewood Elementary

2811

78.8 74.3 496

Principal: Ms. Marie Goodrum

Walkthrough Date: 5/24/2005

Temp RH Co2
Outside Measurements

Room	Priority	Responsible	Response	Recommendation
106	2	Site Based	Carpet was stained.	Facilities serviceperson to thoroughly clean and sanitize carpet.
106	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles.
108B	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
109	2	Site Based	Stuffed animals in room.	Occupant to remove stuffed animals.
112A	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to open supply vents.
112A	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
112A	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles.
112A	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles.
112C	1	Site Based	Live plants in room.	Facilities serviceperson should remove live plants
112C	2	Site Based	Carpet was stained.	Facilities serviceperson to thoroughly clean and sanitize carpet.
113A	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
113A	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
113A	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
113B	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
113B	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.

Room	Priority	Responsible	Response	Recommendation
113B	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
113E	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
113E	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
116	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
116	2	Site Based	Stuffed animals in room.	Occupant to remove stuffed animals.
116	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
116	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
117	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
117	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
117	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
117	3	Site Based	Chalkboard being using causing excessive dust.	Site based administration is encouraged to replace chalkboards with whiteboard.
117	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
118	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
118	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
118	2	Site Based	Temperature was low at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.

Room	Priority	Responsible	Response	Recommendation
118	2	Site Based	Dust observed on bathroom exhaust fan at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
118	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
119	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
119	2	Site Based	Dust and debris in bathroom.	Site based administration should address general cleanliness with facility serviceperson staff.
119	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
119	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
120	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
120	2	Site Based	Slight dust accumulation was observed in corners of room at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
120	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
121	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
121	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
121	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
122	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles.
122	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
122	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.

Room	Priority	Responsible	Response	Recommendation
123	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
123	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
124	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
124	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
124	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
125	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
125	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
125	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
126	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
126	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
126	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
126	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
126	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
126	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
127	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
127	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
127	2	Site Based	General cleanliness of the room at the time of assessment was not acceptable.	Site based administration should address general cleanliness with facility serviceperson staff.
127	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
129	2	Site Based	Stuffed animals and bean bag chair in room.	Occupant to remove stuffed animals and bean bag chair.

Room	Priority	Responsible	Response	Recommendation
129	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
130	2	Site Based	Throw rug in room.	Occupant to remove throw rug.
130	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
131	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment - potting soil.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
131	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
133	1	Site Based	Live plants and stuffed animals in room.	Occupant to remove stuffed animals and live plants from room.
133	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
133	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
133	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
134	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
134	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
134	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
134	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
134	2	Site Based	Ceiling tiles broken, damaged or missing.	Facilities serviceperson to replace damaged ceiling tiles.
135	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
135	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
137	2	Site Based	Dust observed on exhaust fan in 137A at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
137	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.

Room	Priority	Responsible	Response	Recommendation
137	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
137	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
139	1	Site Based	Odor detected. Appears to be from stuffed animals in room.	Occupant to remove stuffed animals.
139	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
139	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
139	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
141	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
141	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
141	2	Site Based	Temperature was elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
144	2	Site Based	Temperature was elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
144	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
144	2	Site Based	Dust observed on exhaust fan at the time of assessment and fan grill was closed.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner and open grill.
145	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
145	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.

Room	Priority	Responsible	Response	Recommendation
148	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
304	1	Site Based	Return vents closed and dust accumulation observed at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner and open vents.
304	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
304	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles above clock.
305	1	Site Based	Return vents closed at the time of assessment.	Facilities serviceperson to open return vents.
305	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
305	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
305	2	Site Based	Dust observed on return register at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
305	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
306	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
306	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
307	2	Site Based	Temperature was slightly elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
307	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
307	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
307	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
308	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
308	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.

Room	Priority	Responsible	Response	Recommendation
308A	2	Site Based	Dust observed on bathroom exhaust fan at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
309	1	Site Based	Return vents closed at the time of assessment.	Facilities serviceperson to open return vents.
309	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
309	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
309A	2	Site Based	No leaks identified. Signs of previous water intrusion as evidenced by stained ceiling tiles.	Facilities serviceperson to replace stained ceiling tiles.
401	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
401	2	Site Based	Carpet was stained.	Facilities serviceperson to thoroughly clean and sanitize carpet.
401	2	Site Based	Temperature was elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
402	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
402	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
402	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
402	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
402	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
403	2	Site Based	Carpet was stained.	Facilities serviceperson to thoroughly clean and sanitize carpet.
403	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
405	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
406	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
406	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
406	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
407	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.

Room	Priority	Responsible	Response	Recommendation
407	2	Site Based	Dust and debris on window screens.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
440P	1	Site Based	Dust and debris on HVAC filters.	Facilities serviceperson to replace HVAC filters.
440P	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
440P	2	Site Based	Temperature was elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
440P	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
751	1	Site Based	Shelving is blocking return air register.	Facilities serviceperson should move shelving.
751	1	Site Based	Ant trap is on ceiling by teacher's desk.	Facilities serviceperson should remove ant trap.
751	3	Site Based		Site based administration is encouraged to communicate all known student allergies to the appropriate personnel in order to modify classroom activities/conditions when necessary.
752	1	Site Based	Non-approved chemicals, scented cleaners or air fresheners found at the time of assessment.	Facilities serviceperson to remove all non-approved chemicals, scented cleaners or air fresheners from the room.
752	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
752	2	Site Based	Dust observed on supply/return registers at the time of assessment.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
753	2	Site Based	Temperature was elevated at the time of assessment.	Site based administration to encourage facility serviceperson staff to adjust the thermostat. Continue to monitor condition and initiate a work order for Physical Plant Operations to evaluate the HVAC system if temperature does not improve.
753	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
754	2	Site Based	Stuffed animals in room.	Occupant should remove stuffed animals.
754	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
853	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
854	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.

Room	Priority	Responsible	Response	Recommendation
F149	2	Site Based	Light bulbs, fixtures, desks and other items are stored in this room.	Facilities serviceperson should remove stored items from room.