

Tools for Schools Phase II - Indoor Air Quality

Follow-up Action Plan for Site Based



McNicol Middle

0481

84.5 70.8 434

Principal: Mr. Kelvin Lee

Walkthrough Date: 5/4/2005

Temp RH Co2
Outside Measurements

Room	Priority	Responsible	Response	Recommendation
101J	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address locker room and shower maintenance/general cleanliness with facility serviceperson staff.
101J	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.
101J	2	Site Based	Minor stains on carpet.	Facilities serviceperson to thoroughly clean and sanitize carpet.
102	2	Site Based	There appears to be a problem with spill clean up practices. To address all spills in a timely manner, all moisture effected materials must be dried within a 24-hour timeframe.	Site based administration should address general cleanliness with facility serviceperson staff.
102	2	Site Based	Minor stains on carpet.	Facilities serviceperson to thoroughly clean and sanitize carpet.
102	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.
102	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.
102A	2	Site Based	No pests observed at the time of assessment. However, room is being used as a lunch room and there is food debris on the tables and counters.	Facilities serviceperson should clean up food debris.
102A	2	Site Based	There are boxes and equipment on the floor making it difficult for the Facilities Serviceperson Staff to clean.	Site based administration should work with room occupant to encourage occupant to reduce clutter to assist facility serviceperson with their cleaning efforts
102A	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.
102A	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
102G	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.
102G	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.
102H	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.
104	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.
104	2	Site Based	Stains on carpet.	Facilities serviceperson to thoroughly clean and sanitize carpet.
104	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.
104	2	Site Based	There appears to be a problem with spill clean up practices. To address all spills in a timely manner, all moisture effected materials must be dried within a 24-hour timeframe.	Site based administration should address general cleanliness with facility serviceperson staff.
104	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.
104	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.
113A	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.
113A	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.
113A	2	Site Based	Carpet was stained and dirty.	Facilities serviceperson to thoroughly clean and sanitize carpet.

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114	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.
114	2	Site Based	Floor was clean at the time of assessment. However, there was standing water on the floor that could create a slip hazard.	Site based administration should address general cleanliness with facility serviceperson staff.
114	2	Site Based	There appears to be a problem with spill clean up practices. To address all spills in a timely manner, all moisture effected materials must be dried within a 24-hour timeframe.	Site based administration should address general cleanliness with facility serviceperson staff.
114	2	Site Based	slight dust accumulation was observed on environmental surfaces at the time of assessment. Newspapers stacked around room.	Site based administration should work with room occupant to encourage occupant to reduce clutter to assist facility serviceperson with their dusting efforts
114	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.
114	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	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.
116	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.
116	2	Site Based	Dust and dirt accumulation on floor.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
116	2	Site Based	There appears to be a problem with spill clean up practices. To address all spills in a timely manner, all moisture effected materials must be dried within a 24-hour timeframe.	Site based administration should address general cleanliness with facility serviceperson staff.
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.
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.

Room	Priority	Responsible	Response	Recommendation
117	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.
117	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.
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	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
122	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.
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.
128	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.
128	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.
128	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.
129	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.

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131	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.
133	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.
133	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.
135	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.
135	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.
136	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.
137	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.
137	2	Site Based	Slight dust accumulation was observed on environmental surfaces in FISH 134 (wood shop inside of 137) at the time of assessment.	Site based administration should address general cleanliness with facility serviceperson staff.
141	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.
202C	1	Site Based	Windows and/or doors were open at the time of assessment. Open doors and windows allow humid untreated air into occupied environment.	Site based administration to encourage staff to keep doors and windows closed. Open doors and windows allow humid untreated air into occupied environment.
202C	2	Site Based	Slight dust accumulation was observed on environmental surfaces at the time of assessment.	Site based administration should work with room occupant to encourage occupant to reduce clutter to assist facility serviceperson with their dusting efforts

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208	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.
208	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.
213	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.
213	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.
218	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.
227	2	Site Based	It appears as though sink is utilized regularly. No sewer gas odor detected. By running water regularly it eliminates the potential for sewer gas odors.	Site based administration should address maintenance of sinks with facility serviceperson staff.
227	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.
227	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.
227	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.
228	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.
228	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
228	2	Site Based	It appears as though sink is not utilized regularly. By running water regularly it eliminates the potential for sewer gas odors.	Site based administration should address maintenance of sinks with facility serviceperson staff.
228	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.
228	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.
233	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.
238	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.
238	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.
239	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.
239	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.
239	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.
241	2	Site Based	It appears as though sink is not utilized regularly. By running water regularly it eliminates the potential for sewer gas odors.	Site based administration should address maintenance of sinks with facility serviceperson staff.
241	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.
242	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
242	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.
248	1	Site Based	Windows and doors are operable and are not kept closed.	Site based administration to encourage staff to keep doors and windows closed. Open doors and windows allow humid untreated air into occupied environment.
248	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.
252	1	Site Based	Water is not poured down floor drain at least once a week and drains are full of paper, pens and pencils.	Site based administration should address maintenance of drains with facility serviceperson staff.
252	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.
252	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.
257	1	Site Based	Windows and doors are operable and are not kept closed.	Site based administration to encourage staff to keep doors and windows closed. Open doors and windows allow humid untreated air into occupied environment.
257	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.
257	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.
262	1	Site Based	Windows and/or doors were open at the time of assessment. Open doors and windows allow humid untreated air into occupied environment.	Site based administration to encourage staff to keep doors and windows closed. Open doors and windows allow humid untreated air into occupied environment.
262	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.
262	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.

Room	Priority	Responsible	Response	Recommendation
262	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.
263	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.
263	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.
264	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.
264	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.
264	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.
264	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.
265	1	Site Based	Water is not poured down floor drain at least once a week and drains are full of paper, pens and pencils.	Site based administration should address maintenance of drains with facility serviceperson staff.
265	2	Site Based	Occupant has heater under desk because room is too cold.	Occupant to remove heater.
265	2	Site Based	It appears as though sink is not utilized regularly. By running water regularly it eliminates the potential for sewer gas odors.	Site based administration should address maintenance of sinks with facility serviceperson staff.
265	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.
265	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.
265	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
265	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.
301	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.
301	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.
301	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.
303A	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.
303A	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.
303A	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.
314D	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.
325	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.
325	2	Site Based	Dust and debris on ceiling tiles.	Facilities serviceperson to thoroughly clean and sanitize with District approved germicidal cleaner.
325	2	Site Based	Dust and debris identified in locker room and showers at the time of assessment.	Site based administration should address locker room and shower maintenance/general cleanliness with facility serviceperson staff.
325	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.