



FACILITIES AND GROUNDS DEPARTMENT
Staff Development and Support Services Center PDC
66 Church St. Lake Zurich, Illinois 90047
847 540 3414 Office 847 438 2385 Fax

9/25/09

Re: **IAQ (Indoor Air Quality) Plan for District 95 Schools and Support Buildings**

The following is an outline of the CUSD 95 IAQ Indoor Air Quality Program adopted by the Board 9/24/09:

A. IAQ parameters to be monitored:

- Temperature
- Humidity and moisture content of carpet, upholstery
- CO Carbon Monoxide
- CO2 Carbon Dioxide
- OA Outside Air
- Airborne organic spores
- Dust due to improper cleaning
- Lead Paint
- Asbestos
- Cooking hoods, chemical hoods
- Chemicals in science, labs and art classrooms
- Emissions from school buses, trucks and vehicles parked next to buildings
- Wet ceiling tiles indicating a pipe leak or roof leak
- Use of cleaning products, items used in the classrooms and maintenance products (that are not environmentally "Green")
- Purchase of new products or supplies that are not environmentally "Green" such as carpeting, upholstered chairs, carpets, products with formaldehyde, high VOC's (Volatile Organic Compounds that outgas chemicals), etc.
- Paints
- Mulch—when it is applied
- Insects, mice droppings
- Fertilizers, weed killing chemicals and pesticides used in athletic and landscaped areas
- Radon will not be monitored as all tests in March/April 2009 indicated very small levels
- Other items to be added as needed

B. IAQ Team

At each school an IAQ team will be formed to meet periodically to review test results and inspection results. Team will consist of the Director of Facilities, Board member, Maintenance Manager and/or specific school Maintenance person, Principal of school, teachers, nurse and interested parents. Consultants will receive copies of all agenda's, test results and meeting minutes for their input and review.

C. Communication

All agendas, test results and meeting minutes will be posted on the web page (under each school in an IAQ subject area). Quarterly, summary reports will be discussed with the Board.

D. IAQ Request for Action

The EPA "Tools for Schools" Request for Action procedure will be adopted. Anyone (teacher, staff, student, parent, etc.) can fill out an IAQ Request for Action at any time. Once filled out, the form should be emailed or faxed to the Facilities Department. The Director of Facilities and/or the Maintenance Manager will investigate the request within 24 hours of the request (during regular school days) and report back to the requestor any findings. Should testing be indicated, the testing will be performed as quickly as possible and the results given to the requestor. Each of these requests will be reviewed by the School IAQ Team the next time they meet.

E. Frequency of Testing and Inspections

The following is proposed and may be adjusted as more information is gathered.

Immediately upon notice:

- Inspect and respond to IAQ Requests for Action
- Address all roof leaks until roof leak is repaired
- Call Pest Management company to handle insects and mice

Summer:

- Change all filters and check/adjust temperature and damper (outside air) controls
- Clean all heating/cooling coils, condensate drip pans, screens, outside air intakes, all air grills, etc.
- Inspect all lead paint surfaces in District and re-paint as needed
- Apply landscaping and athletic field fertilizers, pesticides and weed killing chemicals
- Mulch all playgrounds, flower and tree beds (to keep mulch organic spores from getting into the schools. Rain helps hold down the spore counts)
- Consultant inspects lead painted areas

August:

- Inspect all rooms fully
- Consultant to inspect all ACM and issue report.
- Test a portion of MW, SP and SA for airborne asbestos

September:

- Test all boilers for combustion analysis and adjust

October/November:

- Inspect all rooms fully
- Test all classrooms and record temperature, humidity, CO, CO2
- Test a portion of the classrooms for fungal spores

December (Break):

- Inspect all rooms
- Change all air filters

January/February:

- Test all classrooms and record temperature, humidity, CO, CO2
- Test a portion of MW, SP and SA for airborne asbestos

March/April:

- Inspect all rooms
- Test all classrooms and record temperature, humidity, CO, CO2
- Test a portion of the classrooms for fungal spores
- Change all air filters during Spring Break

F. Potential Cost

-Purchase recording temp, humidity, CO, CO2 meter, moisture meter, boiler combustion analyzer	\$ 5,000 (one time)
-Hire lead paint consultant to inspect painted surfaces once yearly	500
-Hire IAQ consultant to test for airborne spores (100 rooms/year, we have 420 classrooms)	16,000
-Hire asbestos consultant to test for airborne asbestos in 20 classrooms/year	<u>3,000</u>
Year 1	\$24,500

G. Timetable to Implement

-Board Approval	September 24
-Formulate each school IAQ committee and meet once	October
-Begin testing program	October
-Work with EPA as "Design Challenge School"	September 2009-April 2010

Rick Marzec
Director, Facilities
847 275 7620