

~ Washington Township Schools ~

- SUPERINTENDENT'S ENVIRONMENTAL TASK FORCE -

Summary of Inaugural Meeting held on Monday Evening, October 29, 2018 ~ 7:00 - 8:37 pm @ OFRS Library

SUMMARY

- **Welcome and Committee Purpose** - *The committee was welcomed and the committee's charge reviewed. Members introduced themselves to the committee. The charge of the task force is to explore, identify and make effective, proactive recommendations to the Board of Education for environmental improvements at Old Farmers Road School; improvements that could also be applied across the district as appropriate.*
- **Meeting Timeline** - *The committee's timeline in relation to the district's budget development process was presented. Regularly scheduled meetings of the committee will enable the committee's recommendations to be considered as part of the 2019-2020 school budget. Target date for recommendations is February. The concept of a hard stop was discussed and it was agreed to at 90 minutes.*
- **HVAC Systems** - *The committee was provided with an overview of the building's HVAC system and provided a diagram and technical explanation about the system's common univent feature. Routine maintenance of the univents was also outlined (cleaning and filter replacement). HEPA filters are not recommended as they impede flow of fresh air into the classrooms. Air-conditioned areas of the school were also cited (tech server room, art room, music room, counselling room, media center and main/special services/nurse offices).*
- **Looking Back ... Planning Forward** - *An overview of the infrastructure changes made to the school in light of the 2004 Indoor Air Quality Report was shared. Specifically, landscaping, univent replacement, gutters, drainage, air conditioning, new roof, and vapor barriers. In addition, a general snapshot of the school's physical condition during that time period was provided (leaky roof, poor drainage, barrels in hallways to catch water, old carpet lining the main hallway). The committee*

will be making infrastructure and behavioral recommendations to the Board of Education to support desirable indoor air quality.

- **Understanding the Mold Phenomenon** - *The committee discussed the causes of mold and possible preventive measures: maintaining desirable relative humidity levels; identifying sources of possible moisture; reporting and addressing moisture problems; effective cleaning protocols; monitoring of school building items). Dehumidification and air conditioning systems were discussed and it was shared that the district's architect had visited the school this month (October) and will be making recommendations for the committee's review.*

- **Indoor Air Quality Tools for Schools Action Kit (Environmental Protection Agency)** - *The Environmental Protection Agency has resources for schools that would be helpful to the committee (Indoor Air Quality Tools for Schools Action Kit). Four representatives from the district (nurse, facilities manager, principal and school business administrator) attended a conference in Washington DC following the release of the 2004 Indoor Air Quality Report. The Tools for Schools "Teacher's Classroom Checklist" was distributed to the committee and will be reviewed by members in preparation for the next meeting. A suggestion was made for continued environmental testing due to indoor air quality health concerns.*

- **Set Next Meeting and Recap Actionable Items** - *A subsequent meeting date of Monday, November 12 was set (7pm OFRS). Questions/requests arose during the meeting in response to the agenda items and ensuing discussions. Such can be characterized as information items relative to the committee's charge. These included:*
 - *Current Room Numbers corresponding with rooms noted in the 2004 IAQ Report*
 - *Lead Testing Reports*
 - *Air Flow Ratings Info re: Univent Filter Options*
 - *Univent Filters (is it better to clean more often and use a lesser filter or vice versa*
 - *The Architect's Recommendations (to be discuss with committee when furnished)*
 - *CO2 Reports (the HVAC system monitors carbon dioxide levels)*
 - *School Dude Maintenance Reports*
 - *Other Univent Cleaning Equipment Options*
 - *Air Filters w/ Mold Spore Trapping Capabilities? (MERV Ratings)*
 - *Research if Vapor Barrier is Viable Option for Building's Left Side Even Though Above Grade*
 - *Confirmation of Property Boundaries*
 - *Possible Retrofitted Options for Univents (air conditioning, dehumidifier, uv light, humidity sensor)*