

FAQs about Air Quality in the Croton-Harmon Schools

- **What work has already been completed since two years ago, when issues were first identified?**

During the summer of 2015, the district had new unit ventilators installed in the second-grade wing at CET Elementary School.

- **What procedures does the district undertake to ensure that a regular review of its ventilation equipment is being done, and what are the maintenance procedures?**

An independent third-party contractor, Clean Air Quality Services, was hired to inspect all unit ventilators (in all three school buildings) in 2015-2016 and 2016-2017, record any noted problems, replace filters, and verify that all previously recorded issues needing repairs were addressed. Clean Air Quality Services continues to inspect all unit ventilators using a master checklist. Some repairs are performed by Clean Air, while others are done in-house to expedite the work. Any in-house repairs are confirmed and recorded by Clean Air during preventive maintenance services.

- **What role do the nurses play in each of the schools to monitor air quality, and how are symptoms tracked in each building?**

The nurses in all three schools track student and staff symptoms, and alert the superintendent, as well as the Health and Safety Committee, to any troubling patterns or trends that may be connected to indoor air quality. To date, the nurses have not noticed or reported any health trends that they would link to air quality.

- **Describe the first line of defense for any staff member who continues to experience difficulties or discomfort because of air quality in her or his classroom, and the process in place to report it to the custodial staff.**

Staff can and are encouraged to report any issues regarding air quality to the custodians in each building. If possible, common, minor requests are dealt with immediately. Requests that require additional expertise and effort are submitted through the electronic work order system maintained by the Department of Operations and Maintenance. The work orders are then prioritized and assigned to the maintenance mechanics on staff, who then strive for a 24-hour turnaround once parts are available.

- **How do teachers, staff, parents, or students file complaints with the district's Health and Safety Committee about air quality issues? Where can I find the meeting agendas and minutes for the Health and Safety Committee?**

Complaint forms are available on each school nurse's website page, as well on the left-hand side of the Health and Safety Committee webpage, www.chufsd.org/district/health_and_safety_committee. On this same page, you will also find the agendas and meeting minutes from the Health and Safety Committee.

□ **When will ventilation upgrade construction begin?**

It is anticipated that construction will begin in June 2018, once school ends, but this is contingent upon the most current NY State Education Department timeline for construction project review, which is six to ten months.

□ **Where should I go for further information?**

Please refer to our website for additional information about the district's air quality testing: http://www.chufsd.org/district/cet_reports; as well as the Capital Projects Plan: http://www.chufsd.org/departments/capital_projects_2016_landing_page.