

School Name: Atholton Elementary	
IEQ Team Leader: Melanie Secula	
LOOK-FORS	ROOM/LOCATION
1. No unusual or offensive odors, or temperature discomfort	Portable #107, Room 131
2. No Air Fresheners	Rm 207, #125
3. No food, dirty lunch boxes, etc. left in room	
4. Vents are clean and unobstructed	Rm 118, café, 131, 105, elevator room,
5. Temperature sensors are not blocked	
6. Area appears clean and dust free	Rm 121, 119, 208, 102
7. No signs of animal infestation	

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8. Ceiling tiles present; no broken, stained, or painted	Rm 201, 213, 210, 121, 207, 119, 117, 209, stage, café, hallway, 130, upstairs storage-girls bathroom, 102, PE closet & office, 105, 103, front storage, 133, 109, 102, 126, health,
9. Walls show no signs of water damage/mildew/ paint irregularities	Rm 209,
10. No condensation or other evidence of humidity on ceilings, walls, doors, etc.	
11. Limited use of non-issued HCPSS furniture and appliances	Rm 121, 119, 114(media office), mailroom
12. No excessive fabric materials, stuffed animals, beanbags, pillows, etc.	
13. No structural or physical gaps around exit doors	Rm119/121, hallway exit to outside by stage, mechanical room door exit to outside,
14. No improperly stored materials/chemicals	Rm 211, 209, 121, 208, 102, 119, 133
15. Floor coverings are level and secure (tile, carpets, wood board, etc.)	Rm 107,

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16. Barrier mats vacuumed well	
17. Fish tanks are clean and located away from vents/thermostats	
18. Waterproof barriers in place for plants and no standing water	
19. Sinks and fountains drain quickly and work properly including absence of leaks	Rm 202, front office bathroom, 101, 119, first floor boys bathroom,
20. No standing water in sinks, fountains, on counter	
21. Carpet dry nearby sinks, fountains	
22. Soap and paper towels available	
23. All electrical outlets secure, no frayed wires on equipment	
24. All electrical cords secured and not extending across walkways	
25. No extension cords used as permanent wiring	

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26. No electrical equipment near sinks or source of water	
27. No exposed disconnected wires	
ADJACENT SCHOOL GROUNDS	
LOOK-FORS	ROOM/LOCATION
28. No litter	
29. No large insect populations (wasps, bees)	
30. Awnings secure, no leaks	
31. Shrubby not near vents or windows which can be opened	
32. Trees do not provide access to roof	
33. No broken windows	
34. Windows are closed	
35. Exterior doors are closed	
36. No pools of standing/stagnant water	

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37. Exterior veneer intact	
38. Outside lights working and intact	
39. Gutters and downspouts clear/working	
40. No stains from roof on outside walls	
41. Bins from garbage and recycling clearly marked	
42. Hard surfaces (sidewalks, etc.) cleared of any turf application	
43. Proper maintenance of planted beds and other vegetation	
44. Landscaping and turf look healthy and disease free	
COMMENTS:	

IEQ SCHOOL DATA BASE

Principal: Shawna Holden

IEQ System Leader: Greg Maciulla

COMMENTS	ADMIN
Room Portable #107-Pungent Odor / #131-Cold Temperature	
Room #207-candle(not lit) / #125-air spray	yes
Room #118- heater vent sort of blocked by supply cart / #cafe-vent bent / #131-move items from on top of heater / #105-broken return vent / #elevator room-vant dirty /	
Room #121-cobwebs over window & sink is dirty / #119-some cobwebs over window / #208 cobweb behind door / #102 ceiling & vents needs dusting / #102 cabinet under sink needs to be wiped out	yes

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Room #201 - ceiling tile propped up w/pencil (sprinkler), also chipped ceiling tile, also black mark on tile, and dirty tile / #213-tile not laying flat / #210 - broken tile by sprinkler / #121 - broken tile / #207 - watermarks on several tiles(5) & cracked tile / #119 watermark & hole in ceiling tiles / #117 - 3 ceiling tiles with watermarks, one dirty tile / #209-replace tile around sprinkler head, dirty ceiling tile / #Stage - ceiling tiles need replaced(bowed) / #Cafe-ceiling tiles need swept & some are bowed / #hallway-outside of cafe near water fountain- stained ceiling tile / #130- 2 stained tiles / #upstairs storage-ceiling tiles stained / #102 stained/broken tile / #PE Closet & Office-stained/broken tile / #105-stained/broken tile / #103-stained tile / #front storage-tile stain / #133(media)-stained ceiling tiles by fire alarm & torn tile by front screen / #109-stained tiles / #102-stained tile / #126 stained tile / #health-hole in tile in back closet /

yes

Room #209 - broken concrete wall tile (lump) /

Room #121-preschool fridge and microwave / #119-preschool fridge and microwave / #114-refrigerator / #mailroom-refrigerator & microwave

yes

Room #119/121-gap in door to outside / hallway exit to outside by stage-need seal to close gaps / mechanical room exit to outside-need door sealed to close gaps /

Room #211-nail polish remover under sink / #209-nail polish remover under sink / #121 cleaners(bleach, borax, goo gone) under sink(preschool) / #208-clorox spray cleaner under sink / #208-mouse traps under sink / #102 cleaning supplies under sink / #119-bleach & goo gone under sink(preschool) / #133-clorox /

yes

Room #107-door and floor outside classroom show signs of water infiltration /

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Rm #202 - sink leaking & rust present / #front office bathroom-sink leaking or just stained from prior leak? / #101-calcium on pipes under sink / #119-calcium on pipes under sink / #first floor boys bathroom-urinal leaking /

DATE: 11/28/16					
FACILITIES	WORK ORDER NUMBER of POTENTIAL IEQ	DATE ASSIGNED	COMPLETION DATE	30 DAY REVISIT	CLOSED
yes	13564 & duplicate of 16574	12/1/16	12/6/16		
	N/A				
yes			completed in December		
	N/A				

DATE: 11/28/16					
	17698, 17850, 16671,17701,190 79,18643, 15866		Work Order #15866 Completed 12/23/16		
yes	19617	entered in school dude on 1/31/17			
	N/A				
yes	19617	entered in school dude on 1/31/17			
	N/A				
yes	19623	entered in school dude on 1/31/17			

DATE: 11/28/16					