

# Tolland School System

## TOOLS FOR SCHOOL

### 2019/2020 ANNUAL REPORT

**SCHOOL:** Tolland High School: One Eagle Hill

**TEAM MEMBERS:** Dominique Fox – Principal & Coordinator  
Brian Bard, Head Custodian  
Mike Carpenter, Technical Education Teacher  
Cindy Davidson, R.N., School Nurse  
Mitch Egazarian, Business Education Teacher  
Sue Fontaine, Science Teacher/TALC Coordinator  
Sue Keane – Parent/Secretary  
Beth Penney - Technical Education Teacher  
Michelle Rosado Ramos – Science Teacher  
Peter Sztaba – Director of Maintenance  
Chris White – Energy Manager

**SCHOOL CENSUS:** 9<sup>th</sup> grade: 184; 10<sup>th</sup> grade: 202; 11<sup>th</sup> grade: 206; 12<sup>th</sup> grade: 207  
127 adults (including cafeteria, maintenance personnel, district staff housed at THS, and SROs)

**YEAR OF CONSTRUCTION:** 2006

#### **GOAL ACHIEVEMENTS/ACCOMPLISHMENTS FOR YEAR 2015/2016:**

Team met two times: Fall 2019 and Winter 2020

Principal and school secretary meet quarterly prior to District Safety Committee meeting

Survey Completed: May 6, 2020 – June 8, 2020

Walk About Assessment: Scheduled for May 15, 2020 – Not completed due to COVID-19

#### **2019/2020 Goals Update**

##### **Short Term Goals:**

- 1.) Continue leaving the air conditioning on for the summer months in both the band room and auditorium to prevent mold issues per EPA New England Indoor and Air Quality Tools for Schools Summer tips. - **Completed**  
*“Schools in humid climates that are close up over the summer may need to keep ventilation running And monitor humidity levels within the building to a level below 60%. Also, a weekly check for Mold growth (sight and smell) is a good practice.”*
- 2.) Utilize of perimeter spray in working with Richland Pest Control to further keep pests and insects out of building - **Completed**
- 3.) Due to the retirement of one of our members in the science department, add an additional committee member in the science department. – **Completed**
- 4.) Improve general cleanliness, particularly focusing on stairwells. - **In Progress**

##### **Medium Term Goals:**

Continue to report TFS at Safety meetings. - **Completed**

Improve positive responses for general cleanliness questions:

- Question #2: Is your room dusted and vacuumed thoroughly and regularly?
  - 2016-2017; 3 Yes (6%) 39 No (72%) 12 Sometimes (22%)
  - 2017-2018; 6 Yes (11%) 35 No (61%) 16 Sometimes (28%)
  - 2018-2019; 4 Yes (7%) 38 No (64%) 17 Sometimes (29%)

- 2019-2020; 6 Yes (11%) 31 No (59%) 16 Sometimes (30%)
- Question #3: Is trash removed daily?
  - 2017-2018; 48 Yes (86%) 1 No (2%) 7 Sometimes (13%)
  - 2018-2019; 53 Yes (90%) 1 No (2%) 5 Sometimes (9%)
  - 2019-2020; 44 Yes (83%) 2 No (4%) 7 Sometimes (13%)
- Ensure Material Safety Data Sheets are on hand in rooms where appropriate - **Completed**

### **Long Term Goals:**

- Develop custodial checklists to ensure cleaning is being completed in a consistent fashion. – **Not completed**
- Replace all non-functioning CO2 sensors across all classrooms – **Completed (all CO2 sensors were tested and non-functioning sensors were replaced)**
- Replace all non-functioning valve actuators - **Completed**

### **Thermal**

- November 2019 - March 2020 – There continues to be numerous teacher and staff complaints regarding extreme temperatures in classrooms. These include both hot and cold temperatures. No pattern has been observed with respect to extreme temperature fluctuations in classrooms on the first or second floor in the academic wing or in the technical wing.
- Thermal regulations are in place for both classrooms and hallways and are monitored by the Director of Maintenance.
- Returns are dirty/dusty and need to be vacuumed twice per year.
- Question #32: Is the temperature in your room generally between 72 and 76 degrees Fahrenheit?
  - 2016-2017; 20 Yes (37%) 34 No (63%)
  - 2017-2018; 27 Yes (47%) 30 No (53%)
  - 2018-2019; 27 Yes (46%) 32 No (54%)
  - 2019-2020; 24 Yes (45%) 29 No (55%)
- Question #35: Is humidity acceptable? >60% is too high, <30% is too low
  - 2016-2017; 41 Yes (79%) 11 No (21%)
  - 2017-2018; 44 Yes (77%) 13 No (23%)
  - 2018-2019; 51 Yes (88%) 7 No (12%)
  - 2019-2020; 50 Yes (94%) 3 No (6%)
- Question #36: Is the room comfortable?
  - 2016-2017; 25 Yes (46%) 29 No (54%)
  - 2017-2018; 33 Yes (58%) 24 No (42%)
  - 2018-2019; 35 Yes (59%) 24 No (41%)
  - 2019-2020; 31 Yes (58%) 22 No (42%)
- Staff comments:
  - While I answered yes for 36, this winter my room would be very hot in the morning but be freezing by the end of the day and I would have to wear my coat. Winter was usually the only issue which is why I answered yes, but I still think that it is an issue.
  - Very cold in the winter – offices are significantly different from the main office space
  - Sometimes it is too hot or too cold and sometimes heating system makes loud noises
  - Temperature fluctuates greatly throughout the day
  - It is usually too hot or too cold. The blower is very noisy.
  - In the winter, the room is sometimes cold – it's warmer in the hallway

### **Walk Around Observations (Thermal):**

- Walk Around not completed due to COVID-19

### **Ventilation System:**

- Unit ventilators cleaned annually by custodians
- Unit ventilator filters were changed and bearings lubed in August, December, and April.
- Only one or two incidents this school year of gas smell in Room 93 and professional kitchen area.

- Minimal complaints regarding odors in classrooms between August 2019 – March 2020.
- Staff encouraged to keep food items in airtight containers
- No students sent home with asthma, nausea, vomiting, headaches, and dizziness due to air quality issues.
- Question #47: Do you smell mold or mildew in your room?
  - 2016-2017; 0 Yes (0%) 1 From plants in courtyard (2%) 50 No (96%) 1 Sometimes (2%)
  - 2017-2018; 2 Yes (4%) 1 Yes from exterior (2%) 1 Definite mildew/mold smell in elevator adjacent to room (2%) 49 No (89%) 1 Sometimes smells musty (2%) 1 Sometimes it smells musty in the morning (2%) 1 From plants in courtyard (2%)
  - 2018-2019; 1 Yes (2%) 1 During humid days (2%) 54 No (96%)
  - 2019-2020; 2 Yes (2%) 2 No (92%) 2 Left Blank (2%)

Walk Around Observations (Ventilation System):

- Walk Around not completed due to COVID-19

**Moisture Concerns:**

- Question #20: Traps can become a problem when water in the trap evaporates due to infrequent use, allowing sewer gases to enter the room. Are drain traps filled regularly?
  - 2016-2017; 7 Yes (13%) 6 No (11%) N/A 41(76%)
  - 2017-2018; 11 Yes (19%) 1 No (2%) N/A 45(79%)
  - 2018-2019; 10 Yes (17%) 2 No (3%) N/A 47 (80%)
  - 2019-2020; 7 Yes (13%) 2 No (2%) N/A 44 9 83%
- Question #21: Is water poured down floor drains once per week?
  - 2016-2017; 2 Yes (4%) 10 No (19%) N/A 42(78%)
  - 2017-2018; 10 Yes (18%) 2 No (4%) N/A 43(78%)
  - 2018-2019; 10 Yes (17%) 1 No (2%) N/A 48 (81%)
  - 2019-2020; 7 Yes (13%) 3 No (6%) N/A 43 (81%)
- Question #30: Are ceiling tiles or walls leak free? Discoloration may indicate periodic leaks.
  - 2016-2017; 44 Yes (82%) 10 No (19%)
  - 2017-2018; 48 Yes (84%) 9 No (16%)
  - 2018-2019; 46 Yes (78%) 13 No (22%)
  - 2019-2020; 39 Yes (74%) 14 No (26%)
- Staff comments:
  - Toilet leaks periodically – makes a fairly large puddle around toilet
  - One of my window gaskets has deteriorated and may be letting moisture in.
  - Ceiling tile above classroom shower shows leaks
  - My room often smells mold or like cigarette smoke and it is noticeable to the kids and other teachers when they enter my room.

Walk Around Observations (Moisture Concerns):

- Walk Around not completed due to COVID-19

**General Cleanliness:**

- See medium term goals above for Question #1 and #2 results.
- Richland Pest Control continues to handle all areas where evidence of pests exist
- Noted medical concerns
  - Students diagnosed with asthma 215/807 (27%)
  - 15 students have inhalers in the nurse's office
  - 35 students have permission to carry inhalers in school
  - 2 students who are insulin dependent diabetics, one staff member
  - 2 people immuno-compromised, on chemotherapy
  - 35 cases of Flu syndrome (based on statistics at the end of February 2020)
- Staff utilizing only custodian provided “green cleaners”

- Question #5: Is animal food stored tightly in sealed containers?
  - 2016-2017; 4 Yes (7%) 5 No (9.3%) 45 N/A (83%)
  - 2017-2018; 2 Yes (4%) 6 No (11%) 49 N/A (86%)
  - 2018-2019; 3 Yes (5%) 11 No (19%) 45 N/A (76%)
  - 2019-2020; 1 Yes (2%) 13 No (25%) 39 N/A (74%)
- Question #6: Is room free of pests?
  - 2016-2017; 48 Yes (89%) 6 No (11%)
  - 2017-2018; 54 Yes (95%) 3 No (5%)
  - 2018-2019; 48 Yes (81%) 11 No (19%)
  - 2019-2020; 44 Yes (83%) 9 No (17%)
- Staff comments
  - Floor needs to be mopped more frequently
  - Floors are RARELY cleaned. There are mice, and mice poop does not get cleaned – it gathers in a particular cupboard.
  - My room has never been dusted by anyone but me.
  - Room is not dusted. Filters in air conditioning unit need to be changed more often.
  - No, the custodial staff is too small to complete all tasks every night.
  - The accumulation of dirt, dust, and trash on the ground creates an environment that welcomes pests.

Walk Around Observations (General Cleanliness):

- Walk Around not completed due to COVID-19

**INTERIOR INSPECTION:**

**Carpets**

- School entry floor mats at front entrance were replaced in the summer of 2019.
- Both front and rear main entrance mats are removable and are cleaned on a yearly basis.

**Ceiling Tiles**

- Discolored - see above under Moisture Concerns

**Walls, Tiles, and Floors**

- Floor tiles
  - Tiles were replaced in the first floor academic wing between Rooms 101 and 113
  - Walk Around not completed due to COVID-19
  - Information from previous year interior inspection regarding cracks that remain in vinyl composition tile
    - In hallway near 52B
    - Rooms 57 (near Sprinkler Room), 61, 62, 65 (near bathroom), and outside Room 80
    - Hallway leading to Room 93
    - Outside rooms 124, 126, 133, and 135
    - Room 150
    - Room 232
    - Room 248
  - Discolored floor tiles across from Room 57
- Stone tiles
  - Stone tiles in the main hallway that were cracked were replaced in the summer of 2019

**Elevator**

- As noted in last year's report, tracks need to be cleaned.

Miscellaneous Walk Around Observations (Interior):

- Cafeteria:

- Outlet cover missing for ethernet on Perseverance pillar
- Two pillars (Integrity and Engagement) are no longer aligned
- Vent going down hallway is extremely dusty
- Faculty Dining Room:
  - Rust on both heating units
- Kitchen:
  - Cleaning supplies (bleach and ammonia) separated
  - Food away from cleaning supplies
  - All food in air tight containers
- Stairwells
  - Stair skirt needs to be cleaned more regularly
  - Radiators need to be dusted more regularly
  - Windows sills need to be dusted more regularly
- Library
  - Computer lab – Floors are not cleaned on a regular basis
- Question #75: Are the locker rooms cleaned regularly and properly?
  - 2016-2017; 2 Yes (4%) 0 No (0%) 51 N/A (96%)
  - 2017-2018; 4 Yes (7%) 0 No (0%) 51 N/A (93%)
  - 2018-2019; 4 Yes (7%) 1 No (2%) 54 N/A (92%)
  - 2019-2020; 4 Yes (8%) 49 N/A (92%)
- Custodial closets
  - Walk Around not completed due to COVID-19

## **EXTERIOR INSPECTION:**

### **Ground Level – General Comments**

- Tolland High School was built in 2006.
- Richland Pest Control sprayed during early June in an effort to keep pests and insects out of the building.
- “No parking/standing” signs are installed at front and rear entrances as well as at the loading dock.

### **Parking Lot/Sidewalks:**

- Signage placed on emergency fire lane in rear of school
- Lines in parking lot repainted in 2018
- Minimal curbing/sidewalk damage in front of building remains as much of it was repaired in 2016

### **Roof:**

- No ponding around air vents noted
- No tree branches resting on roof
- Intakes free of debris
- Plumbing stacks 10 feet away from outdoor air intakes
- Roof appears intact
- Skylight flashings intact
- Six breaks in lightning protection

### **Front & Rear Entrance to Building:**

- Trash cans are rusted, dented, and damaged

### **Rear Loading Dock:**

- Some damage noted

### **Miscellaneous Walk-Around Observations (Exterior):**

- Walk Around not completed due to COVID-19

## **2019/2020 Recommendations:**

### **Short Term Goals:**

Train staff to pour water down floor drains once per week.  
Replace all ceiling tiles that show discoloration due to leaks.  
Develop COVID protocols for re-occupancy plan.  
Reexamine disinfecting practices.

### **Medium Term Goals:**

Purchase electrostatics sprayers and/or foggers.  
Physically ready building for upcoming COVID occupancy.

### **Long Term Goals:**

Develop custodial checklists to ensure cleaning is being completed in a consistent fashion.

Respectfully Submitted,

**Dominique Fox**

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Tolland High School  
Tools for Schools Indoor Air Quality Coordinator