

Mr. Jeffery Fritz, Superintendent
Dr. Timothy Rayle, Assistant Superintendent for Curriculum & Instruction
Mr. Michael Howard II, Director of Extended Services
Mrs. Kathy Knust, Curriculum and Grants Coordinator
Mr. Mark Shayotovich, Director of Business Affairs
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November 14, 2016

Rick Plew
Indoor Air Program
Environmental Public Health Division
2 North Meridian Street
Indianapolis, Indiana 46204

RE: Clay Community School's response to the IAQ Evaluation by ISDH

Dear Mr. Plew:

The purpose of this letter is to serve as the response from Clay Community Schools (CCS) in accordance with the requirements for resolving the issues identified in your recent air quality evaluation requested by myself of **Forest Park Elementary School** located in Brazil, Indiana on October 24, 2016.

1) **410 IAC 33-4-2 (b): states "carbon dioxide concentrations in the breathing zone shall never exceed 700 ppm over the outdoor concentration"**. Rooms A-105 and A-106 had carbon dioxide levels above the allowable limit of 1116 ppm. The damper should be checked on the unit vents to ensure sufficient fresh air is being supplied to the classrooms

CCS Response:

Dampers were adjusted to 15% as of Tuesday, October 25, 2016. Readings from our instrumentation of the room showed the CO₂ were at 784 ppm and 922 ppm, respectively, the next morning.

If you have any questions or would like to have further discussion on any of the remedies implemented please do not hesitate to contact me at your convenience.

Sincerely,

Michael R. Howard II
Director of Extended Services
Clay Community Schools