

MAYNARD PUBLIC SCHOOLS
MINUTES OF GREEN MEADOW FUTURE COMMITTEE
GREEN MEADOW ELEMENTARY SCHOOL
May 2, 2019

Present: Josh Morse, Meghan Kwartler, Courtney Mancone, Dave Krijger, Terri Morrison, Anthony Midey, Deb Roussell
Conferenced In: Jerry Culbert

Meeting called to order at 6:30 p.m.

Minutes

A motion was made by Josh Morse to approve the minutes of April 23, 2019. 2nd by Anthony Midey. The motion passed 7-0

Committee Comment:

Deb wanted to get some understanding on whose responsibility it was to manage the air purifiers, the Facility Team will determine whose responsibility it is. Courtney had mentioned that the manual says once a year the filters need to be changed. Josh agreed but made the caveat that the website indicates that being the case if the air purifiers are being placed in “normal conditions” i.e.: clean environment. We would probably need to do this quarterly.

Update of maintenance recommendations

Meghan was talking about the recommendations chart her and Josh had worked on and updated. Sent around the updated sheet to the group. Talked about Josh entering in labor hours, cost and responsibility. They also identified priorities and preventative maintenance. She sat with Tim and Michelle and went over the recommendations and Tim already supplied her an update to some items. And she added the status of each recommendation post conversation with Tim and Michelle. For now, the GMFC is using the spreadsheet until School Dude is up and running and will continue to run through the items. Michelle and Tim are going to training for school dude this week. Will have more conversation about this after training is done how about implementation and about how to go about categorizing things, what needs pictures, what needs quarterly reviews. Josh had asked if Meghan had heard if the teachers were going to get training. But that did not come up at their meeting and will be added as a follow up question. Courtney did mention that at the last school committee meeting they did mention that they were going to roll out training to the teachers in the fall. Terri confirmed that she heard the teachers could put them in as well. Right now, only the principals are able to access outside of Tim and Aarons teams. Josh confirmed that 85% of schools use this system and Dave recommended getting in touch with other schools to talk about best practices, rolls, responsibilities. Josh’s concern with the teachers being added because once you start adding larger groups to do this, it has the potential of not getting done and no accountability. And we want the teachers focused on educating the kids. Its not about limiting access, its about not wanting to burden them. Potentially it may be better to have a point person for the teacher’s team. Josh mentioned there

is a local rep that can come for training. The site has a ton of modules that we can utilize. It has automatic emails to vendors.

Asbestos remediation is done in the closed wing. Active Leak in Library office is an ongoing and tried to fix numerous times, reoccurring issue. Taking Lexan cover off the uninvent in 6B.

Josh noted several rooms having bugs, which the exterminator was coming on Friday.

Meghan had mentioned that Tim was talking about direct drive exhaust fans, the fans in the old wings don't have belts but they have switches. The third switch controls the fan and its one fan per class. And there is a speed setting on top of the fan itself. Something to be careful of when shutting lights off that that switch does not get turned off accidentally by kid or teacher.

Long term goal is to get exhaust fans on a time clock. Jerry had talked about getting the air pressure test done, which is on the recommendation sheets.

Boiler room mold is cleaned. Air handler needs to be buttoned up, ducts buttoned up, filters replaced, organics cleaned up.

Filters are not custom cut but not a standard size either. Tim is getting the list from Facilities Team on what the sizes are for the filters, so the right ones can be ordered.

Meghan mentioned that the Rugs **DO** meet CAL33 requirements. And that they are discussing when to shop vac the duct work.

Josh mentioned we need to get on a preventive maintenance plan to deal with the creepy crawlies and four legged friends. This would involve engaging with a contract vs. incident type relationship like we have now. Should expect to see lower cost and quicker response time with contract.

Community Comments:

- A parent brought up the issue of the bugs entering in one of the classrooms and the lack of notification to the parents when this happened. She wanted to know what happened because she heard that the classes may need to be moved. Josh mentioned his report from 6C, a number of winged bugs, he mentioned the gel type pesticides. The pest management plan approves that use for schools. When it was raised this week, facilities quickly went in and cocked the holes in 6C, sealed it and cleaned it and the pest company was coming Friday. The parent feels as thou there should be better communication about this instance, even the principal or teacher could just notify of the issue.
- Another parent asked if the books and materials going to be ruined by the remediation of the bugs?
- Another parent asked if school dude up and running? Terri said that it is for certain tasks.

Meghan mentioned creating an incident list, here are the issues and here are the method of notifications and delivery for each incident. What is a teacher response, what is a principal response?

It also may make sense in the spirit of communication to have some sort of parent onboarding too. Maybe having the school councils having some sort of org chart with SLA's and turn arounds.

Can we add a FAQ section to GMFC for who to contact for what?

Update of Existing Conditions at Green Meadow

See above

Confirm Communication Strategies and how we will connect with Green Meadow Staff

Deb provided an update to her efforts in coming up with questions. Deb is in touch with teachers daily on the issues going on at Green Meadow. She mentioned that they are worried not only about the physical but also the mental aspect of being asked to move back in the K wing. The people with compromised health is worried about things coming back. She is working with them to see what they need to be comfortable. The fear is that the roof is not going to be fixed and the health concerns will come back for both kids and teachers. We need to keep communicating what is happening. We need to help make them feel comfortable about going back to class and maybe having someone come in to talk them. Josh had asked if the town had an EAP (employee assistance program) to come in and talk to the teachers. We could make the recommendation to Donna. Major concern is the mold because they were told they were crazy and come to find out they are not. No one has come out and said yes there is an issue and it's just been frustrating. Teachers and kids are sick for a reason. Canary in a coal mine analogy.

Josh had suggested maybe a way to make the teachers feel comfortable would be to Get an environmentalist to come in and inspect above the ceiling to verify no mold exists until we can get the roof in, to help ease the teacher going back on the closed side (ask Mike Feeney) this report would be around \$150.00 per hour. We also need to be aware as we evaluate roof repair options that level 3 renovations could trigger accessibility requirements.

Community comments

- Maintaining indoor air quality – is there an indoor air quality plan being created? It sounds like the teachers need to see a progress report to make sure that the issues are being routinely addressed.
- Are there air purifiers in all rooms yet? Yes! And are we retesting the rooms for air quality. Josh said we can ask the school committee. Parent said that it could be another reassurance for the teachers.

Courtney wanted to circle back on the community question about the ASAP air test.

Understanding that there is no standard for mold, we should create our own health standards as a school for what we deem is safe and okay for staff and students to breath in. Why can't we use the ASAP testing as a tool to see if we are doing all the right things in certain rooms after we cleaned and replace filters and then do one more check before school starts? Does it make sense also to equip each room with relative humidity monitors, so we can visually see what rooms the relative humidity issues are. Anthony said it should be something that we can look into and recommend. Dave had mentioned to make sure that all exhausts are clean, have the system

running and then do an air test so we have accurate reading. As Courtney mentioned in a previous meeting, we should also make sure all doors and windows are closed and the air test is done in a controlled environment. Josh is worried and not a huge in general, because you can get false positives and false negatives. While yes it can give you information, it doesn't give you a good gauge at how bad or good the situations are. Even a negative result doesn't mean it's Okay. Mike Feeney didn't indicate in a conversation with Courtney that the only time he would recommend retesting is if there have reported health issues.

Community Comment:

- How much are humidity monitors? The range is \$14.00-hundreds, it just depends on what you are looking for. A community member asked if this is something the parents could donate back to the school at the end of the year to the teachers.

Josh discussed steps to create good air exchange, getting the envelope right, getting good IAQ workflow chart, all these items would benefit indoor air quality.

Meghan asked what a good air balancing test looked like. Josh said you need proper fresh air coming in and you need to make sure that the amount of proper air is going out. Does it make sense for us to work on the maintenance items first, then do the air balancing test? Or do we want to do a before an after? Josh said he would recommend that we do it once a good chunk of the work is done.

We circled back to the humidity monitors to see what we should do and are adding it as a homework item for the committee. Dave volunteered to work on this. Anthony said we would need to come up with a process for inspection of these. Courtney said what if we parlay that with the comfort chart, in the respect of if you walk in the room you can feel a difference. Look at your humidity monitor, if it says 87% then we know we need to focus on this room. If their air quality just doesn't feel right, lets focus on the room and keep data points going. Josh said Tim would like this and

Community Comment:

- What if the principal needs a checklist or tool that they can do in collaboration biweekly with Tim, walk the perimeter, they can go check a few rooms and see what the readings are. We can log that into a binder for a data check point and reference. Keep the binder in the office with a sign and data. This is the rooms we went to, this is what the monitors said, etc. Josh liked this idea because it can open the lines of communication. This could also lend itself to a reassurance to the teachers and staff.

Dave found a wifi option, with reports and 24/7 monitoring, no fees or subscriptions but is around \$160.00. We need to decide the cost or price point for these items first.

Meghan would like to get a list of what requirements the teacher is looking for so we can get them comfortable back in the area. Deb agreed with this and said that the teachers trust us and know that we are doing the best we can to help them.

Courtney had asked about providing the teachers with a progress report to the staff and teachers as to what we are doing and when we are doing it, so that they can see visually what is going to happen. Meghan said that there is a construction schedule out there and maybe its worth a discussion after they get trained on school dude and the funding pieces get decided on how to present this.

Discuss next steps and recommendations for short term action at Green Meadow

Josh mentioned that the envelope assessment would be done before the fall so we can understand what we are dealing with. He said that they school can be occupied while they are fixing the roofs. It just depends on the work going on thou, if the roof is open and exposed probably not.

Community Comment:

- How long would it take to replace the room? Is that a summer project, he commented that he did it in 5 weeks which was a DPW garage? Can they do it in phases or all at once? And he said not it has to be done all at once. So there is concern amongst the parent one when that would happen because when would the school be closed for long period of time in the event that the school cannot be occupied during the roof fixing/repairs.

Discuss long term plans for Green Meadow

Did not have time to speak to this.

Discuss Outstanding Items List (Some Updates)

- We procured a comment lock box for teachers to utilize, Ann will put it where it in a room convenient for staff to leave comments. Deb and Courtney have the key and Deb agreed to check the box when she goes into the school. Dave and Donna are working on possibly a larger lock box.
- Dave will investigate the comfort chart and humidity monitors cost. Going to need at least 70 so its probably best to price out quantity.
- The GM Building email, if Josh or anyone replies please make sure you reply to all.
- Courtney announced that the GMFC page has been customized now to add our agenda items, meeting minutes, we can add any of our working documents and photos as well.
- Bethlyn is taking the lead on the Summer Program concerns. Courtney will follow up on this conversation.
- GMF Committee Report we need to come up with a way to keep the versions accurate to date, and will add addendums to any changes that we have. This will be posted on the GMFC website.

Respectfully submitted,
Courtney Mancone
Clerk of Green Meadow Future Committee