

**School/Facility:** St. John's Lane Elementary  
**Location:** Portable 131  
**Date of IEQ Report Form:** April 21, 2017  
**Date(s) Investigated:** April 26, May 11, and 15, 2017  
**Date of Report:** July 31, 2017

**IEQ Concern:**

An individual expressing a concern about the back door leaking.

**IEQ Investigation Process:**

Identify deficiencies that may impact IEQ and/or sources of odor concerns. Typically includes the following depending on the nature of concern, but not limited to:

- interview/questionnaire of concern individual(s)
- inspection above drop ceiling (condition of roof deck, pipe insulation, return air plenum)
- inspection of ventilation system (operation of variable air volume box and outdoor air dampers, check controls, measurements of carbon dioxide, temperature and relative humidity, sources near outdoor air intake, measure return and supply air volume, cleanliness of coils, liner and condensate pan)
- inspection of exterior
- inspection below drop ceiling (housekeeping, sink and floor drain traps, signs of past and present moisture concern via visual and/or moisture meter, mold growth, ensure connection of current and capping of abandoned sanitary vents, odorizers, excessive plants and fabric items, identify potential pathways, and measure volatile organic compounds, carbon monoxide, and lighting)

**Findings:**

- Building Services water tested the back door and found water leaking from the top.
- Although not part of the reported concern, the portable wall cavity was evaluated using a moisture meter which identified a moist area at the bottom left corner of the front door. Further inspection of the damaged area revealed some mold growth on the back side of the drywall.
- Building Services identified a hole on the outside corner of the drip edge above the front door.
- Several fabric items (i.e. sections of carpet, stuffed animals, chairs, and pillows) were observed in the classroom and near and in front of the back door.

**Corrective Actions:**

- A drip edge will be installed above the back door this summer. Work order # 29403.
- The window within the back door will be pulled and resealed this summer. Work order # 29403.

- The drip edge above the front door was removed above and the z-strip sealed where there was a hole in outside corner.
- The moist drywall and framing at the front door was repaired after the source was corrected.
- The school administration is to evaluate if the carpet sections, stuffed animals, and fabric furniture are acceptable and properly maintained (i.e. laundered and/or vacuumed). If not, the materials are to be removed from the classroom.
- The school administration is to inform staff not to place materials near the doors that may keep the doors from tightly closing or impedes egress.