

IEQ SCHOOL DATA BASE

School Name: Homewood

Principal: Tina Maddox

DATE: 11/4/16

IEQ Team Leader: Tina Maddox

IEQ System Leader: Greg Maciulla

LOOK-FORS	ROOM/LOCATION	COMMENTS	ADMIN	FACILITIES	WORK ORDER NUMBER of POTENTIAL IEQ	DATE ASSIGNED	COMPLETION DATE	30 DAY REVISIT
1. No unusual or offensive odors, or temperature discomfort								
2. No Air Fresheners								
3. No food, dirty lunch boxes, etc. left in room	Fishbein. 100,201. 44.	Food. 100 & 201-coffee makers (needed?). Food needs plastic bins.	X					
4. Vents are clean and unobstructed								
5. Temperature sensors are not blocked								
6. Area appears clean and dust free	SRO,201,100,101,passages. 33.	Needs dusting, file cabinet & window sill (Admin to work with custodial office). Dust lockers, coffee pots, clean exhaust fans & lockers. Air cleaner needs new filter.	X	REGULAR Work Order to HVAC				
7. No signs of animal infestation								
8. Ceiling tiles present; no broken, stained, or painted	passages , 101,201, related service 1. Bridges. 316. 41,39,53,56,51.	Ceiling tile-101 (bathroom). Ceiling tiles- just changed (2). Missing ceiling tile in entrance to bathroom. Two ceiling tiles marked, corner tile marked. 51-ceiling tile, 23-ceiling tiles, 56-ceiling tile. Bridges-storage, sprinkler head. *CEILING TILES SHOULD BE REPLACED BY CUSTODIAL, UNLESS THEY NEED TO BE CUT.	X					
9. Walls show no signs of water damage/mildew/ paint irregularities	24,25	Water marks on wall, ceiling tile near AC unit.		REGULAR Work Order to HVAC				
10. No condensation or other evidence of humidity on ceilings, walls, doors, etc.	208	Keep eye on possible leak.	X	REGULAR Work Order to ROOFING				
11. Limited use of non-issued HCPSS furniture and appliances								
12. No excessive fabric materials, stuffed animals, beanbags, pillows, etc.	Conference 1, 101. Conference Rm. CR 1 (112), 36,51,52.	Trees, fake flowers. Home décor, Carpet? Stuffed animals, stuff hanging from ceiling. Trees have to go. Trees.	X					

IEQ SCHOOL DATA BASE

School Name: Homewood

Principal: Tina Maddox

DATE: 11/4/16

IEQ Team Leader: Tina Maddox

IEQ System Leader: Greg Maciulla

13. No structural or physical gaps around exit doors	Bridges entrance. Electrical Rm. Hallway near custodial office.	Bridges-storage, sprinkler head. Electrical room outside door has air gap, also halway door near custodial office has air gap.		REGULAR Work Order to HARDWARE				
14. No improperly stored materials/chemicals	Cafeteria.	Mop & broom in kitchen.	X					
15. Floor coverings are level and secure (tile, carpets, wood board, etc.)	Entrance to Bridges	Cracked tile.		REGULAR Work Order to FLOORING				
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								
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	Music Rm # 67	Power cords.	X					

IEQ SCHOOL DATA BASE

School Name: Homewood

Principal: Tina Maddox

DATE: 11/4/16

IEQ Team Leader: Tina Maddox

IEQ System Leader: Greg Maciulla

25. No extension cords used as permanent wiring

26. No electrical equipment near sinks or source of water

27. No exposed disconnected wires

ADJACENT SCHOOL GROUNDS

LOOK-FORS

ROOM/LOCATION

COMMENTS

ADMIN

FACILITIES

**COMMENTS/W
ORK ORDER**

**ASSIGNED
TO**

**COMPLETION
DATE**

**30 DAY
REVISIT**

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

37. Exterior veneer intact

38. Outside lights working and intact

39. Gutters and downspouts clear/working

40. No stains from roof on outside walls

IEQ SCHOOL DATA BASE

School Name: Homewood

Principal: Tina Maddox

DATE: 11/4/16

IEQ Team Leader: Tina Maddox

IEQ System Leader: Greg Maciulla

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								
<p>COMMENTS: REGULAR WORK ORDER TO HARDWARE: 205-seal cracked. Near Gym-WR wall. REGULAR WORK ORDER TO HVAC: Storage-exhaust fan on. Art-Kiln, vent hose. Fire external. REGULAR WORK ORDER TO PLUMBING: Eschion, silver plate, silver plate, sprinklers-hallway (WO). Rooms-39,53,24,25,51,23,56.</p>								

