



MONROE TOWNSHIP PUBLIC SCHOOLS
Office of the Superintendent

HOLLY GLEN MEETING
2:00PM
Maple Grove Conference Room

MONDAY, SEPTEMBER 18, 2017
A G E N D A I T E M S

1. What are the problems?

The building is excessively humid. When the cooling system is on, the environment is cool but clammy (wet.) This excessive humidity is the major contributing factor to the issues we are having with Holly Glen IAQ.

2. What are the causes?

An aging HVAC system (piping system as well) when in the cooling mode does not adequately remove moisture causing excessive humidity. High ground water levels could also be contributing to the “wet” building issues.

3. What measures/actions have taken place to date?

A request to PEOSH and the Gloucester County Board of Health since March of this year for multiple on-site consultations not only for the mechanical system issues but for environmental inspections as well. All recommendations and requirements from these consultations/inspections have been completed including but not limited to:

- a. Replace all stained ceiling tiles and monitor.*
- b. Remove the carpet in the Reading Room and install VCT.*
- c. Remove all cork board material from all classrooms and replace with CoraPlast (corrugated plastic material.) PEOSH had the opinion that the aged and discolored cork material may have contributed to IAQ complaints.*
- d. Investigate roof leaks, make repairs as needed and monitor.*
- e. Pipe downspouts into central drainage system to prevent rain water for collecting along and penetrating the foundation of the building (monitor crawl space water levels.)*
- f. Reduce the amount of humid air being brought into the building by way of the unit ventilators.*
- g. Adjust the temperature of the chilled water being delivered to the unit ventilators.*
- h. Monitor, inspect, clean, remove, replace suspect soiled materials.*
- i. Respond to occupants concerns in an urgent respectful manner.*

4. What options/plans do we take to solve these problems?

- a. The engineer of record is currently designing a replacement HVAC prototype for installation in room 10. This would be an independent unit not a centralized system that we have now.*
- b. A window a/c unit has been installed in room 27 to compare the 2 types of cooling media; mechanical as opposed to chilled water and monitor humidity.*
- c. Take core samples of the ground along the building foundation to determine the amount of ground water in close proximity to the foundation and design remediation to re-direct the ground water if found. High ground water could also be a contributing factor to the excessive humidity. This activity started on 09/19/2017 with flagging of the core sites.*

- d. *Once in the heating mode, re-insulate chilled water piping in certain areas to prevent future ceiling tile damage from condensation (this would depend on the performance of the prototype HVAC unit.)*
 - e. *Hire an independent environmental consulting company to inspect and test the IAQ at Holly Glen. A proposal for testing/inspection has been delivered to the BOE for approval at the regularly scheduled BOE meeting on 09/21/2017. A schedule for occupant interviews, testing, reporting and mediation (if needed) will be developed shortly thereafter. An environmental consulting company representing Monroe Township Education Association will work side-by-side with the BOE consultant.*
5. **How do we plan to communicate this crisis to staff, parents, public and media, as well as the D.O.E. (all stakeholders)**
- a. *Alert stakeholders (by way of BlackBoard Connect) to a website page that would be kept up to date on the Holly Glen issues.*
 - b. *Occasional Town-Hall type meetings at Holly Glen as we are doing with the faculty/staff.*
 - c. *Meet with Holly Glen PTO/PTA organizations.*
6. **Other suggestions...**
- a. *Aramark, our new contracted service, will continue daily inspections, clean if needed.*
 - b. *Continue use of portable de-humidifiers until less humid winter weather arrives.*
 - c. *Install ventilation in the kindergarten roofing system to vent trapped heat/humidity.*