

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
Mr. Ernie Simpson, Director of Human Resources

1013 S. Forest Avenue
Brazil, IN 47834
Phone: 812-443-4461
Fax: 812-442-0849

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 East Side Elementary School located in Brazil, Indiana on October 24, 2016.

1) 410 IAC 33-4-6 (b): states "scented candles and air fresheners are not to be used in the classrooms". Both plug-in and spray scented air fresheners were being used inside classroom A-118. Air fresheners can be asthma triggers and are not allowed. We suggest you notify teachers and staff that scented candles and air fresheners are not to be used inside classrooms.

CCS Response:

Email correspondence was communicated to all building principals reminding them of this requirement of the Indiana Administrative Code (IAC).

2) Room A-116 and computer lab had stained ceiling tile. Mr. Howard stated the roof had been repaired. We suggest replacing the stained tile.

CCS Response:

Work order was issued to have these particular tiles replaced on October 25, 2016. Tiles have been replaced as of the date of this response.

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