

East St. Louis School District 189

Indoor Air Quality (IAQ) Management Plan

1.0 IAQ Mission Statement

East St. Louis School District #189 is committed to providing a healthy, safe, and productive learning environment for all students and staff. Through proactive preventative maintenance, optimized ventilation, and effective communication, we strive to minimize indoor air pollutants and implement a comprehensive IAQ Management Plan. Our goal is to ensure our facilities meet the highest standards of indoor air quality, supporting the well-being and success of our entire school community.

1.1 Plan Purpose

This IAQ Management Plan establishes the formal program and procedures for proactively monitoring, maintaining, and improving indoor air quality across all district facilities. This plan integrates ongoing capital improvements with a "best practices" monitoring and reporting framework, aligning with guidelines from the U.S. Environmental Protection Agency (USEPA) "Indoor Air Quality Tools for Schools" program.

2.0 Roles and Responsibilities

District IAQ Coordinator:

- **Name:** Joseph Haskell, Director of Operations and Risk Management
- **Responsibilities:** Serves as the primary district contact for all IAQ matters. Coordinates with external consultants, oversees the implementation of this plan, reviews all IAQ reports, and manages the response protocol for any identified issues or concerns.

External Environmental Consultant:

- **Vendor:** J.S. Held, LLC
- **Responsibilities:** Hired by the district to provide expert, independent IAQ services. This includes conducting semi-annual environmental monitoring, facility inspections, and providing formal "IAQ Program Reports" for each facility.

Building Administrators and Maintenance Staff:

- **Responsibilities:** Serve as the first point of contact for staff or student IAQ concerns. Conduct initial troubleshooting and escalate unresolved issues to the District IAQ Coordinator.

3.0 Program Scope

This IAQ Management Plan and the associated monitoring services apply to all of the following East St. Louis School District 189 facilities:

1. Vivian Adams Early Childhood Center
2. James Avant Elementary School
3. Gordon Bush Alternative School
4. Paul L. Dunbar Elementary School
5. East St. Louis Senior High School
6. Lincoln Middle School
7. Mason-Clark Middle School
8. Annette Officer Elementary School
9. James Williams Center
10. Katie Harper Wright Elementary School
11. Wyvetter Younge School of Excellence
12. District Administration Building

4.0 Core Program Components

This plan consists of two primary strategies: (A) proactive facility improvements to prevent IAQ issues and (B) a robust monitoring and maintenance program to identify and correct issues.

A. Proactive Facility Improvements

As part of the district's 5-year Carbon Footprint Reduction and Energy Savings plan, ESTL 189 is actively engaged in large-scale energy efficiency projects that directly enhance indoor air quality. In partnership with Ameren Illinois and Holland Construction Services, these projects include:

- **HVAC System Retrofitting:** Upgrading heating, ventilation, and air conditioning systems to ensure proper air circulation, filtration, and humidity control.
- **Building Envelope Upgrades:** Improving insulation and enhancing windows to increase thermal comfort and prevent moisture intrusion.

B. Annual IAQ Monitoring & Maintenance Program

The district maintains an annual contract with J.S. Held, LLC to execute a comprehensive IAQ maintenance program. This program includes the following services:

1. Semi-Annual Site Inspections & Assessments:

- Trained personnel conduct on-site visual inspections of all facilities twice per year.
- Checklists from the USEPA "Tools for Schools" program are utilized and updated during each inspection.
- Inspections assess ventilation systems, potential moisture sources, and other factors impacting IAQ.

2. Semi-Annual Environmental Monitoring:

- During site visits, specialized instrumentation is used to measure and document general building conditions.
- Monitored parameters include:
 - Temperature
 - Relative Humidity
 - Carbon Dioxide (CO₂)
 - Carbon Monoxide (CO)
 - Air Velocity and Ventilation

3. Safety Equipment Verification:

- All carbon monoxide (CO) detectors within the facilities are tested for proper function during the semi-annual visits.

4. Formal Documentation & Reporting:

- Following each semi-annual visit, J.S. Held provides a detailed **IAQ Program Report** for each facility.
- These reports document all inspection findings, monitoring data, and any recommendations for maintenance or further investigation.
- The District IAQ Coordinator maintains these reports as a historical record to track building performance and validate the program's success. This documentation has been successfully completed and archived for the 2024-2025 and 2025-2026 school years.

5.0 Concern Reporting and Response Protocol

1. **Initial Report:** Any staff member, student, or parent may report an IAQ concern (e.g., unusual odors, suspected mold, thermal comfort issues) to the building's main office or administrative staff.
2. **Initial Investigation:** The building administrator and/or maintenance staff will investigate the concern within one (1) business day to identify the source (e.g., a spill, open window, localized cleaning issue) and perform corrective action if possible.
3. **Escalation:** If the issue is not immediately resolvable or the source is unclear, the concern is escalated to the District IAQ Coordinator (Mr. Haskell).
4. **Consultant Investigation:** The IAQ Coordinator will review the concern and, if necessary, dispatch J.S. Held to conduct a specific investigation outside of the regular semi-annual schedule.

6.0 Contingency & Additional Services

Based on the findings from the annual maintenance program or specific concerns, the district maintains the option to engage J.S. Held for additional professional services, including but not limited to:

- **Microbial Testing:** Recommended for any facilities with documented water intrusion events to test for mold or other microbial hazards.
- **Radon Testing:** Recommended for facilities located in areas with known radon concerns.
- **Lead-Based Paint (LBP) Services:** Can be engaged as needed for renovation or maintenance projects in older facilities.

7.0 Program Review

All IAQ Program Reports are reviewed annually by the Director of Operations and Risk Management to identify any new trends, assess the effectiveness of facility upgrades, and plan for future capital improvements or maintenance priorities.