



8. Ceiling tiles present; no broken, stained, or painted	guidance conference, staff bathroom (right), 123, 109, 104, 114, 125, 106A, 7th gr Hallway, 107, 106, guidance hall, 108, 139 (guidance), 231 (media office), wet room across	replace tile (TV Spot) & replace escheon around sprinkler, staff bathroom- tile replace, 123- tiles, 109- tile stain (closet & classroom), 104- ceiling tile, 114- ceiling tile, 125- ceiling tile, 106A- ceiling tile, ceiling tiles, check tiles (leak cooling unit in ceiling), 7th gr hallway- tile in ceiling, guidance hall- stained tile near locker 1127, 108- bowed ceiling tiles, 139- fan, 230- stained tile, wet room across from room 101 - leak on tile, guidance conf. room and hallway near room 214 - escheons missing around sprinklers, 230 - escheon missing, S20 - leak in tile & fllor tiles to be cleaned, 216 -		Submit IEQ WO to Electrical, Flooring, IAQ, & Electrical	12781, 12559, 12420, 12421, & 12234	11/22/16 , 11/21/16, 11/18/16, 11/18/16, & 11/17/16	11/23/16, 11/22/16, 11/22/16, 11/30/16, & 11/21/16		
9. Walls show no signs of water damage/milde w/ paint irregularities	107, 106	107- paint, 106- paint		Submit IEQ WO to Painting	12230	11/17/16	12/19/16		X
10. No condensation or other evidence of humidity on ceilings, walls, doors, etc.	109, 210	109- window near exit doors, 210 - stain/growth by wall unit		Submit IEQ WO to Painting	12230	11/17/16	12/19/16		
11. Limited use of non-issued HCPSS furniture and appliances	101, Guidance 1/2 & lobby, 123, 109, 105, health suite, staff lounge, 124, 108, 121, 234 (tv studio), 231 (media office), 205, 121, 224, 214, 216,	101- no desk lamp, G1/2- coffee maker, 123- lamps, 109- lamps, christmas lights, candle on hot plate, fan 105- lamps, fan, lights, stool, plants, health suite- floor lamp, staff lounge- toaster oven, 124-lamp, fan, 108- microwave, fridge, 121- fan, 234- toaster oven, microwave, fridge, 231- lamp, fan, Guidance lobby - fan, 205 -fan, 121- fan, 224 - Christmas lights on board, 214 - fan, 216 - microwave	X						
12. No excessive fabric materials, stuffed animals, beanbags	101, Guidance 1, 123, 104, 114, health suite, staff lounge, 124, supply closet in workroom	boxes stacked too high in records room, 123- pillows, 104- rugs/pillow, 114- rugs, health suite- plastic plant, staff lounge- pillow, sofa, staff boards, 124- rug, workroom supply closet - supplies located around sprinkler, 210- chair, refrigerator (keeps personal meds), & lamps	X						



21. Carpet dry nearby sinks, fountains									
22. Soap and paper towels available									
23. All electrical outlets secure, no frayed wires on									
24. All electrical cords secured and not extending across walkways	101, 105, 102, 104, 103, 120,, 112, 201, 202, 221, 215, 212	101-need speed bump strip, 105- need speed bump cover, powerstrip, 102- need speed bump cover, power strips, 104- need speed bump cover, power strip, 103- power strip, speed bump cover, 120- power strips, 112- power strip, 201 - speed bump, 202 -speed bump, 221- speed bump, 215 - speed bump, 212- speed bump	X- need funding to purchase speed bumps						
25. No extension cords used as permanent wiring									
26. No electrical equipment near sinks or source of									
27. No exposed disconnected wires									
<b>ADJACENT SCHOOL GROUNDS</b>									
<b>LOOK-FORS</b>	<b>ROOM/LOCATION</b>	<b>COMMENTS</b>	<b>ADMIN</b>	<b>FACILITIES</b>	<b>COMMENTS/WORK ORDER</b>	<b>ASSIGNED TO</b>	<b>COMPLETION DATE</b>	<b>30 DAY REVISIT</b>	<b>CLOSED</b>



39. Gutters and downspouts clear/working									
40. No stains from roof on outside walls									
41. Bins from garbage and recycling clearly									
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									

**COMMENTS:**

The heat in some classrooms on the second floor continues to be a concern; thus, those classrooms need fans and/or to open windows to make the environment comfortable for students and staff.