

# Survey of School District Facilities Directors

NYS Department of Health; NYS Education Department, Office of Facilities Planning

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_ District Name: \_\_\_\_\_

1. Does this district have an "anti-idling" policy for school buses?

Yes<sub>(1)</sub> .....

If yes, year begun: \_\_\_\_\_

No but planning to<sub>(2)</sub>.....

Year planning to start: \_\_\_\_\_

No<sub>(3)</sub>.....

Unsure<sub>(8)</sub>.....

2. When is construction/renovation usually done on school buildings? (check all that apply)

Major work:      Minor work:

After hours<sub>(1)</sub> .....

\_\_\_\_\_

\_\_\_\_\_

During the school day<sub>(2)</sub> .....

\_\_\_\_\_

\_\_\_\_\_

During summer recess, holidays or vacations<sub>(3)</sub>

\_\_\_\_\_

\_\_\_\_\_

Unsure<sub>(8)</sub> .....

\_\_\_\_\_

\_\_\_\_\_

3. Are precautions taken during school construction/renovation when students and staff are in the building?

Yes<sub>(1)</sub> \_\_\_\_\_ No<sub>(2)</sub> \_\_\_\_\_ Unsure<sub>(9)</sub> \_\_\_\_\_

4. How does the district handle indoor air quality (IAQ) complaints from parents, faculty, and students? (check all that apply)

Health & Safety Committee<sub>(1)</sub>.....

Other formal mechanism for responding to complaints<sub>(2)</sub>.....

No formal mechanism in place<sub>(3)</sub> .....

Unsure<sub>(8)</sub>.....

5. Are any schools in this district currently following any indoor air quality (IAQ) program? (please check all that apply)

\_\_\_\_\_ Yes, EPA's *Tools for Schools*<sub>(1)</sub>

\_\_\_\_\_ Yes, other IAQ program<sub>(2)</sub> Please specify program: \_\_\_\_\_

\_\_\_\_\_ No, but plan to implement program<sub>(3)</sub>

Please specify program: \_\_\_\_\_ (go to question 10)

\_\_\_\_\_ No<sub>(5)</sub> (go to question 10)

\_\_\_\_\_ Unsure<sub>(8)</sub> (go to question 10)

6. Does this district practice integrated pest management (IPM)?..... Yes<sub>(1)</sub>      No<sub>(2)</sub>      Unsure<sub>(8)</sub>

If yes, year begun: \_\_\_\_\_

7. Is the district aware of the State Education Department's Rescue Standards for all School Districts (8NYCRR155.4d)? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>

8. Are the following true about existing IAQ programs in your district?

a. There is a district-wide IAQ program..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>  
**If yes, year begun:** \_\_\_\_\_

b. Individual schools have an IAQ program..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>  
**Number of schools with at least one program:** \_\_\_\_\_

9. Have any of the following IAQ related activities been completed? **(please circle answers)**

- a. Named IAQ coordinators?..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- b. Completed walk-throughs of schools? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- c. Completed ventilation checklists? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- d. Distributed teacher's checklists? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- e. Distributed building maintenance checklists? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- f. Distributed renovation and repairs checklists? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- g. Developed an IAQ management plan? ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>

10. What other actions are taken in this district to address air quality concerns?

- a. District has a Health and Safety Committee..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- b. Log is kept of maintenance activities (e.g. filter changes, etc.)..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- c. New carpets are aired out before installation ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- d. Newly painted areas are aired out before re-occupying area..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- e. District uses green-rated cleaning products ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- f. HEPA filters used for cleaning..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- g. Policy exists on animals in classrooms..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>
- h. Chemical hygiene program is in place ..... Yes<sub>(1)</sub> No<sub>(2)</sub> Unsure<sub>(8)</sub>

11. What have you found to be the most effective strategy in addressing IAQ problems?

---

---

12. What do you think is the most important thing facilities managers can do to address IAQ problems?

---

---

**Thank you for the time you spent to complete this survey. Please mail it to:**

**New York State Department of Health  
Center for Environmental Health  
547 River Street, Room 200 (School Survey)  
Troy, NY 12180**