

Timestamp	Observation:	Room Number or Location/Name:	Comments for this room:	ADMINISTRATION	CUSTODIAL	FACILITIES WORK ORDER NUMBER	IEQ WORK ORDER NUMBER	ASSIGNED DATE	COMPLETION DATE	30-DAY REVISIT	CLOSED
4/9/2018 9:03:0	01B. TEMPERATURE: Uncomfortable	214	Teacher said rooms stays hot		Yes						
4/9/2018 8:55:3	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Student services office officee his office above secretary	Cob webs on ceiling vent		Yes						
4/9/2018 8:56:1	04: VENTS: Dirty, obstructed (Wall, Ceiling)	217	Black around ceiling vents		Yes						
4/9/2018 9:00:0	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Upstairs loune	Dirty ceiling vent		Yes						
4/9/2018 9:16:2	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Kitchen laundry room	Missing supply diffuser		Yes						
4/9/2018 9:26:5	04: VENTS: Dirty, obstructed (Wall, Ceiling)	Office bathroom	Ceiling vent dusty		Yes						
4/9/2018 9:34:5	04: VENTS: Dirty, obstructed (Wall, Ceiling)	LC 1. Both closets	Both filters need to be cleaned. They are extremely filled w dirt/dust		Yes						
4/9/2018 9:39:0	04: VENTS: Dirty, obstructed (Wall, Ceiling)	LC 2 vent filters in both closets	2 filters (2 closets) are extremely dirty		Yes						
4/9/2018 8:50:3	06: CLEANLINESS: Dust, trash	119	Dust on sprinkler head near refrigerators		Yes						
4/9/2018 8:57:0	06: CLEANLINESS: Dust, trash	Hvac closet in admin storage area			Yes						
4/9/2018 9:04:4	06: CLEANLINESS: Dust, trash	169	Dust on return vent		Yes						
4/9/2018 9:05:2	06: CLEANLINESS: Dust, trash	6th grade lower level hall in front of room 103	Dust on sprinkler on ceiling		Yes						
4/9/2018 9:11:1	06: CLEANLINESS: Dust, trash	Downstairs stairwell outside 116	Marks on ceiling....can't tell what the cause is from this distance		Yes						
4/9/2018 9:12:1	06: CLEANLINESS: Dust, trash	Girls restroom outside 115	Dust by light fixture		Yes						
4/9/2018 9:12:2	06: CLEANLINESS: Dust, trash	105	Dust on multiple sprinkler heads		Yes						
4/9/2018 9:13:0	06: CLEANLINESS: Dust, trash	122	Lights need high dusting in choir and band room		Yes						
4/9/2018 9:15:1	06: CLEANLINESS: Dust, trash	114	Dust on things hanging from ceiling tiles		Yes						
4/9/2018 9:17:0	06: CLEANLINESS: Dust, trash	Hallway outside 113	Lora of ceiling tiles and trim are coated in dust		Yes						
4/9/2018 9:18:0	06: CLEANLINESS: Dust, trash	6th grade downstairs locker ares. Dusty sprinklers			Yes						
4/9/2018 9:18:5	06: CLEANLINESS: Dust, trash	Hallway between 7 and 8	Ceiling tiles are covers in dust and tiles adjacent to vents are discolored		Yes						
4/9/2018 9:21:2	06: CLEANLINESS: Dust, trash	Outside of room107	Dust on sprinkler directly outside of room		Yes						
4/9/2018 9:29:3	06: CLEANLINESS: Dust, trash	110	Some light fixtures are dusty		Yes						
4/9/2018 9:30:1	06: CLEANLINESS: Dust, trash	120 orchestra room	Needs high dusting in back corner		Yes						
4/9/2018 9:37:2	06: CLEANLINESS: Dust, trash	School store	Dust along ceiling and floors		Yes						
4/9/2018 8:48:4	08: CEILING TILES: Stained, broken, holes, painted	119	By sprinkler head near teacher's desk		Yes						
4/9/2018 8:50:5	08: CEILING TILES: Stained, broken, holes, painted	218	Several bad tiles		Yes						
4/9/2018 8:52:0	08: CEILING TILES: Stained, broken, holes, painted	119	Small stain on ceiling tile above storage cabinets near chalkboard		Yes						
4/9/2018 8:53:1	08: CEILING TILES: Stained, broken, holes, painted	Upstairs 8th grade above lockers	Yellowing ceiling tile		Yes						

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4/9/2018 8:54:3	08: CEILING TILES: Stained, broken, holes, painted	144 student services	Top right stained ceiling tile. Water mark on wall to the floor		Yes						
4/9/2018 8:55:0	08: CEILING TILES: Stained, broken, holes, painted	203	Hole in ceiling tile right back corner and left back corner		Yes						
4/9/2018 8:55:4	08: CEILING TILES: Stained, broken, holes, painted	118 art room	Water damage on small triangular tile over cabinets on lefthand side near front door. Broken tile by ceiling vent.		Yes						
4/9/2018 8:57:0	08: CEILING TILES: Stained, broken, holes, painted	204	Inside door: holes in ceiling tile		Yes						
4/9/2018 8:58:1	08: CEILING TILES: Stained, broken, holes, painted	102	Stained tile as soon as you walk in. Second tile in the classroom.		Yes						
4/9/2018 8:58:1	08: CEILING TILES: Stained, broken, holes, painted	204	Right front corner ceiling tile		Yes						
4/9/2018 8:58:5	08: CEILING TILES: Stained, broken, holes, painted	Office across from 133	Two stained tiles		Yes						
4/9/2018 9:01:3	08: CEILING TILES: Stained, broken, holes, painted	6th grade upstairs locker area	Ceiling tiles with holes by 205		Yes						
4/9/2018 9:01:4	08: CEILING TILES: Stained, broken, holes, painted	118 storage closet	Sprinkler head is missing cap		Yes						
4/9/2018 9:02:3	08: CEILING TILES: Stained, broken, holes, painted	Outside 221	Dirty tile		Yes						
4/9/2018 9:02:4	08: CEILING TILES: Stained, broken, holes, painted	Hallway outside 118	Tiles above air vent have water damage		Yes						
4/9/2018 9:05:3	08: CEILING TILES: Stained, broken, holes, painted	Outside 117	Tiles above janitorial closet have water damage		Yes						
4/9/2018 9:06:0	08: CEILING TILES: Stained, broken, holes, painted	213	Tile over door is not aligned and looks soft		Yes						
4/9/2018 9:07:0	08: CEILING TILES: Stained, broken, holes, painted	117	Small tile in right corner of room has water stains		Yes						
4/9/2018 9:07:2	08: CEILING TILES: Stained, broken, holes, painted	7th grade upstairs hallway	Outside 208 - tile around sprinkler head		Yes						
4/9/2018 9:09:0	08: CEILING TILES: Stained, broken, holes, painted	104 on ceiling in center of room	Discolored tiles in a corner of 2 tiles		Yes						
4/9/2018 9:10:0	08: CEILING TILES: Stained, broken, holes, painted	104	Ceiling tiles in left corner by exit sign		Yes						
4/9/2018 9:10:5	08: CEILING TILES: Stained, broken, holes, painted	7th grade stairwell	Stained tile in upper left corner		Yes						
4/9/2018 9:10:5	08: CEILING TILES: Stained, broken, holes, painted	211	Ceiling tile askew		Yes						
4/9/2018 9:11:3	08: CEILING TILES: Stained, broken, holes, painted	Outside 209	Discolored tile		Yes						
4/9/2018 9:13:2	08: CEILING TILES: Stained, broken, holes, painted	115	Hole in tiles - maybe access plate?		Yes						
4/9/2018 9:13:5	08: CEILING TILES: Stained, broken, holes, painted	115	Water stain by HVAC sticky note		Yes						
4/9/2018 9:15:4	08: CEILING TILES: Stained, broken, holes, painted	114	Small tile in far left corner of room has stain		Yes						
4/9/2018 9:16:1	08: CEILING TILES: Stained, broken, holes, painted	126 girls locker room	Open ceiling needs cover , cracked lights cover		Yes						
4/9/2018 9:16:2	08: CEILING TILES: Stained, broken, holes, painted	106 left side of room ceiling	Water mark on ceiling		Yes						
4/9/2018 9:17:0	08: CEILING TILES: Stained, broken, holes, painted	In fr t of custodial office	Needs to be cut to fit		Yes						
4/9/2018 9:20:0	08: CEILING TILES: Stained, broken, holes, painted	Girls Locker room	Cracks in ceiling		Yes						
4/9/2018 9:21:1	08: CEILING TILES: Stained, broken, holes, painted	113	Tiles near emergency exit are stained		Yes						
4/9/2018 9:21:1	08: CEILING TILES: Stained, broken, holes, painted	124	Tiles are destroyed. Needs to be replaced		Yes						

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4/9/2018 9:23:3	08: CEILING TILES: Stained, broken, holes, painted	Front Office - Above Kathleen's desk, beside outside door	Small water stain		Yes						
4/9/2018 9:23:5	08: CEILING TILES: Stained, broken, holes, painted	113 prep room	Small stain on tile above storage cabinet		Yes						
4/9/2018 9:23:5	08: CEILING TILES: Stained, broken, holes, painted	107 tile above teacher black cart w document camera			Yes						
4/9/2018 9:25:1	08: CEILING TILES: Stained, broken, holes, painted	Front Office - above Sandy's desk & outside Gina's office	Damaged tiles		Yes						
4/9/2018 9:30:2	08: CEILING TILES: Stained, broken, holes, painted	Hallway outside 109 & 110	Several tiles are dirty or stained		Yes						
4/9/2018 9:31:3	08: CEILING TILES: Stained, broken, holes, painted	119	Ceiling tile has water damage by sprinkler		Yes						
4/9/2018 9:32:4	08: CEILING TILES: Stained, broken, holes, painted	Front Office Conference room	Dirty tile at air vent		Yes						
4/9/2018 9:34:0	08: CEILING TILES: Stained, broken, holes, painted	109	Several tiles are dirty		Yes						
4/9/2018 9:40:5	08: CEILING TILES: Stained, broken, holes, painted	LC2 in closet closest to the front door	Stained ceiling tile		Yes						
4/9/2018 8:55:1	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Upstairs 8 the grass lockers	Lighting fixtures		Yes						
4/9/2018 8:56:1	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Gym	Piping lining the ceiling of gym has water damage. Needs to be replaced		Yes						
4/9/2018 8:58:2	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	118 - storage closet	Wall above sink shows water and sign of mold/mildew on trim by ceiling tiles.		Yes						
4/9/2018 8:58:2	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Storage room in gym	Pipes		Yes						
4/9/2018 9:06:2	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	127	Water damage on tiles near vent. Tile needs to be replaced		Yes						
4/9/2018 9:09:4	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	7th grade upstairs water fountain	Water stains on wall above		Yes						
4/9/2018 9:09:5	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	121 office	Ceiling tile above desk towards band room has water damage		Yes						
4/9/2018 9:10:5	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	121 storage room	Water damage to ceiling tiles		Yes						
4/9/2018 9:16:5	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	Laundry room	Stained ceiling		Yes						
4/9/2018 9:36:4	09: WATER DAMAGE: Spotting, mildew, paint irregularities (ceilings, walls, doors, windows)	School store	Ceiling tiles Show water damage		Yes						

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4/9/2018 9:11:4	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	General observation	Water staining in light covers - should be. Clouded. General cleaning routine		Yes						
4/9/2018 9:32:0	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	Exterior windows	Damage, flaking paint		Yes						
4/9/2018 9:33:2	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	Exterior Green Doors	Flaking paint		Yes						
4/9/2018 9:35:1	10. CONDENSATION: Evidence of humidity (ceilings, walls, doors, windows)	Exterior	Damaged soffit on front left side of building		Yes						
4/9/2018 8:53:5	11. NON-ISSUED HCPSS FURNITURE AND APPLIANCES	133		Yes							
4/9/2018 8:51:1	12. FABRIC MATERIALS: Stuffed animals, beanbags, pillows, blankets, rugs, etc.	Language Arts Storage 6th Grade Upstairs	Books on top shelf - need 18" to ceiling	Yes							
4/9/2018 9:03:2	14. MATERIALS/CHEMICALS: Improperly stored or marked	Health	Storage closet n bedroom 2 - 18 inches of clearance needed	Yes							
4/9/2018 9:23:0	15. FLOORS: Coverings not level or secure (tile, carpets, wood board, etc.)	113 prep room	Floor tiles have rust stains		Yes						
4/9/2018 9:00:5	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Admin office	Wreath								
4/9/2018 9:12:2	18. PLANTS: NO ARTIFICIAL. LIVE - Waterproof barriers in place	Kitchen									
4/9/2018 9:24:3	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	124	Loud buzzing noise in tech Ed room		Yes						
4/9/2018 9:48:2	23. ELECTRICAL: Electrical outlets not secured, cover missing, frayed wires on equipment	106A	Missing escutcheon plate, above teachers desk		Yes						
4/9/2018 9:05:0	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	207	Needs cord cover	Yes							
4/9/2018 9:08:2	24. ELECTRICAL CORDS: Unsecured, extend across walkways, cord protectors not installed	Stage			Yes						
4/9/2018 9:00:3	27. ELECTRICAL WIRING: Exposed or disconnected wires	Gym storage room	Electrical need covering in gym equipment storage closet. Holes and openings aren't closed and possible mice and rats could come through		Yes						
4/9/2018 9:32:0	31. VENTS/WINDOWS: Blocked, shrubbery near vents or windows which hinder operation	Boys bathroom across from 109	Large hole in ceiling-appears to be missing vent cover		Yes						
4/9/2018 9:18:2	37. EXTERIOR VENEER: Exterior wall damaged	Custodial storage	Stair step cracking in wall, facilities should address		Yes						
4/9/2018 9:31:4	37. EXTERIOR VENEER: Exterior wall damaged	Custodial storage	Stair step cracking in wall, facilities should address		Yes						
4/9/2018 9:36:0	37. EXTERIOR VENEER: Exterior wall damaged	Exterior - right of cafe	Wall crack in brick and near dumpster		Yes						
4/9/2018 9:37:0	39. GUTTERS/DOWNSPOUTS: Not clear or working properly, damaged, missing	LC 2. Over front door	Gutter is fallin off directly over the front door		Yes						

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4/9/2018 8:52:5		6th Grade upstairs side exit doors:	rusted ceilin trim above exit sign		Yes						
4/9/2018 8:56:0		203	Rusted metal - ceiling tile; left back corner		Yes						
4/9/2018 8:57:4		217	Sprinkler heads missing part in center		Yes						
4/9/2018 9:03:5		214	Sprinkler head missing ring		Yes						
4/9/2018 9:06:0		207A	Rusted ceiling tile frames		Yes						
4/9/2018 9:08:3		213A - above closet	Rusted ceiling tile frame		Yes						
4/9/2018 9:09:0		212	Light in ceiling is off kilter		Yes						
4/9/2018 9:22:0		Front Office	Dirty light covers- above Kathleen, Joanne and Sue; by pony bag; outside Gina's office		Yes						
4/9/2018 9:26:4		Principals bathroom	Rusting soap dispenser		Yes						
4/9/2018 9:27:3		Healthroom	Bugs in ceiling light in waiting room area		Yes						
4/9/2018 9:27:5		Principal's bathroom	Cracks in wall in both front corners		Yes						
4/9/2018 9:28:4		Principal's storage closet	Need 18" free space to ceiling		Yes						
4/9/2018 9:30:5		Principal's office above desk	Dirty ceiling light cover		Yes						
4/9/2018 9:34:1		Assistant Pricipal's office	Dirty ceiling light cover		Yes						