

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	75 - Mission
School Name:	Mission Central Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2021-08-05
	Date of next inspection: 2022-03-21
	Date and type of most recent maintenance: Filter Change, grease motors and bearings, check damper operation and service AC units.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: Set air dampers to minimum 50% outside air.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (including filter grade): Replace MERV 11 filters with MERV 13 filters.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Possible UV treatment in the future
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Adjust building programming to maximize heat recovery and free cooling where applicable. Have AC units running only on occupancy.
Other Relevant Information:	Operating time 5:00am – Close (system shuts off when alarm is set)
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