

# 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.

<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Georgia Park Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-21
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: December 2022 - change filters and visual inspection of all air handlers
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle, most recently in summer 2023. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building's ventilation systems, in good operating

	condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287 8808
	Email: maintenance@sd72.bc.ca

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Ocean Grove Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-28
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system  Portable HEPA filtration units have been provided for some classrooms.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no

	evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Penfield Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-14
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. During school days, air supply units activate at 04:00 with exception of Mondays (03:30) and the modular classrooms (06:00). During school days, air supply units deactivate at 22:00 with exception of modular classrooms M-1 (18:00) and M-2 (17:30).  Increasing outside air supply can also be increased by disabling occupancy sensors. These changes will increase wear & tear on equipment and increase utility costs.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system  Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place for sections of the school.

<b>Other Relevant Information:</b>	<p>Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.</p>
<b>District Contact for any Questions:</b>	<p>Name: Jason Decksheimer, Director of Operations</p> <hr/> <p>Phone Number: 250 287 8808</p> <hr/> <p>Email: maintenance@sd72.bc.ca</p>

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Phoenix Middle
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-07
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19,

	however, it may reduce risk when used in addition to other preventive measures.
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Pinecrest Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-21
	Date of next inspection: 2023-12-01
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for this building's ventilation system.
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2026. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no

	evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Quadra Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-04
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade). District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Engineering study required to identify efficacy of other technologies that might be feasible for ventilation system.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2025. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. God indoor air

	ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287 8808
	Email: <a href="mailto:maintenance@sd72.bc.ca">maintenance@sd72.bc.ca</a>

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Ripple Rock Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-11
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2026. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating

	condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287 8808
	Email: <a href="mailto:maintenance@sd72.bc.ca">maintenance@sd72.bc.ca</a>

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Robron
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-18
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is Fall 2023. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good

	indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Sandowne Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-25
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: During school days, air supply units activate between 05:00 and 06:00 with the exception of rooms 17, 20 and 21 (07:00) and the modular classroom (06:30). During school days, air supply units deactivate at 20:00 with the exception of the modular classroom (18:00)
	The building controls can not be modified to add CO2 or occupancy sensors.  Current capital application in to Ministry of Education and Childcare to upgrade school's HVAC system including DDC.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system  Portable HEPA filtration units have been provided to classrooms.
<b>RECOMMENDATION:</b>	Yes/No: Yes

<p>Manage energy use and air distribution through building automation control systems</p>	<p>Detail: Current DDC system is in place for 50% of the school, remainder will be added upon approval of capital upgrade.</p>
<p><b>Other Relevant Information:</b></p>	<p>Duct cleaning done on a 4 year cycle, most recently in summer 2023. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.</p>
<p><b>District Contact for any Questions:</b></p>	<p>Name: Jason Decksheimer, Director of Operations</p> <hr/> <p>Phone Number: 250 287</p> <hr/> <p>Email: maintenance@sd72.bc.ca</p>

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Sayward School
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-18
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.  New ERV system added summer 2023.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2025. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no

	evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	School Board Office
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-25
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: During school days, air supply system activates at 02:45 and deactivates at 22:00. On Saturdays, air supply system activates at 06:00 and deactivates at 12:30.  Increasing outside air supply can also be increased by lowering CO2 set points and/or disabling occupancy sensors. These changes will increase wear & tear on equipment and increase utility costs.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.

<b>Other Relevant Information:</b>	<p>Duct cleaning done on a 4 year cycle. Next scheduled date is 2025. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.</p>
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Southgate Middle
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-18
	Date of next inspection: 2023-12-08
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: Yes
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
	Major HVAC upgrade including classroom unit ventilators in C wing added summer 2023. D wing in 2022.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place. Upgraded 2023.

<b>Other Relevant Information:</b>	<p>Duct cleaning done on a 4 year cycle, most recently in summer 2023. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.</p>
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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Surge Narrows School
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2022-09-23
	Date of next inspection: 2023-10-25
	Date and type of most recent maintenance: Inspection, maintenance.
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: Yes
	Detail: Turn on heat recovery ventilators when school in session. School is on generator power.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Not possible (electric baseboard heaters). Mitigation measures available as per Ministry of Education and Public Health Guidelines, including provision of portable HEPA filtration units.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Portable HEPA filtration units have been provided. Filters changed per manufacturers guidelines as needed.
	Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: No
	Detail: Due to remote location, building generator is controlled manually.
<b>Other Relevant Information:</b>	Remote school, run on generator power.

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<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Timberline High
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-08-11
	Date of next inspection: 2023-12-29
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: During school days, air supply units activate at 05:00 with the exception of Monday (02:00), G204 (05:15) and the gym (06:15). During school days, air supply units deactivate at 23:00 with the exception of Monday (20:00) and the gym (22:00). On weekends, air supply unit activate at 07:00 and deactivate at 17:00.  The building controls could be modified to add CO2 or occupancy sensors. However, this will increase wear & tear on equipment and increase utility costs.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: Portable HEPA filtration units have been provided.  Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
<b>RECOMMENDATION:</b>	Yes/No: Yes

Manage energy use and air distribution through building automation control systems	Detail: Current DDC system is in place.			
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building’s ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.			
<b>District Contact for any Questions:</b>	<table border="1"> <tr> <td data-bbox="589 525 1453 579">Name: Jason Decksheimer, Director of Operations</td> </tr> <tr> <td data-bbox="589 579 1453 634">Phone Number: 250 287 8808</td> </tr> <tr> <td data-bbox="589 634 1453 690">Email: maintenance@sd72.bc.ca</td> </tr> </table>	Name: Jason Decksheimer, Director of Operations	Phone Number: 250 287 8808	Email: maintenance@sd72.bc.ca
Name: Jason Decksheimer, Director of Operations				
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# 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.

<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Ecole Willow Point
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-03
	Date of next inspection: 2023-11-24
	Date and type of most recent maintenance: August 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: During school days, air supply units activate at 04:00 with the exception of the gym (07:00). During school days, air supply units deactivate at 18:00.  The building controls could be modified to add CO2 or occupancy sensors. However, this will increase wear & tear on equipment and increase utility costs.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for this building's ventilation system
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2026. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Setting, updated August 23, 2021: At this time, there is no

	evidence that a building's ventilation system, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19; however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287 8808
	Email: maintenance@sd72.bc.ca

# 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.

<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Cedar Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-21
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: During school days, air supply units activate at 05:30. During school days, air supply units deactivate at 23:00 with the exception of the gym (16:00). On Sundays, air supply units in the gym activate between 07:30 and 20:00.  The building controls can not be modified to add CO2 or occupancy sensors.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to identify efficacy of other technologies that might be feasible for ventilation system.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no

	evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287 8808
	Email: maintenance@sd72.bc.ca

# 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.

<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Cortes Elementary
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-14
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Current funding application into Ministry of Education and Childcare for upgrade of the ventilation and heating system at this school to improve ventilation rates throughout the building.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Radiant heaters only. MERV-13 filters not possible. Mitigation measures as per Ministry of Education and Public Health Guidelines, including provision of portable HEPA filtration units.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
	Portable HEPA filtration units have been provided for classrooms.
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: DDC on boilers only. Upgrade subject to capital funding. Periodic re-commissioning of building automation control systems is best practice and mandatory when hardware/software become obsolete.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building's ventilation systems, in good operating

	condition, would contribute to the spread of the virus. Good indoor air ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer, Director of Operations
	Phone Number: 250 287-8808
	Email: maintenance@sd72.bc.ca

# 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.

<b>School District:</b>	72 - Campbell River
<b>School Name:</b>	Ecole des Deux Mondes
<b>REQUIREMENT:</b> Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2023-07-07
	Date of next inspection: 2023-11-30
	Date and type of most recent maintenance: July, 2023 – Filter changes, maintenance, inspection
<b>RECOMMENDATION:</b> Increase supply of outside air	Yes/No: No
	Detail: Heating and ventilation system is on a pre-established schedule to ensure adequate heating/ventilation of the facility. Most schools include CO2 sensors which will override the schedule when warranted to ensure CO2 levels are maintained within system guidelines.
<b>RECOMMENDATION:</b> Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): District is currently using MERV-13 in all ventilation systems where possible. Filters are changed at minimum twice per year, more frequent as warranted.
<b>RECOMMENDATION:</b> Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system
<b>RECOMMENDATION:</b> Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Current DDC system is in place.
<b>Other Relevant Information:</b>	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air

	ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
<b>District Contact for any Questions:</b>	Name: Jason Decksheimer
	Phone Number: 250 287 8808
	Email: maintenance@sd72.bc.ca