

# Findings for walkthrough Manor Woods Elementary School: January 17th, 2023 (WXMWES202300042C)

Tracking Number	Finding Type	Comments	Location	Assigned To	Closed
FXMWES2023002123	Stained/damaged tiles	Water stained ceiling tile. If not already being addressed, school custodial staff is to submit a work order to Building Maintenance to evaluate, correct source, and replace ceiling tile.	Hallway outside restrooms and room 143	custodial	Yes
FXMWES2023002124	Stained/damaged tiles	Water stained ceiling tile. If not already being addressed, school custodial staff is to submit a work order to Building Maintenance to evaluate, correct source, and replace ceiling tile.	Hallway outside restrooms and room 179.	custodial	Yes
FXMWES2023002125	Stained/damaged tiles	Water stained ceiling tiles. If not already being addressed, school custodial staff is to submit a work order to Building Maintenance to evaluate, correct source, and replace ceiling tile.	Hallway outside room C06.	custodial	Yes
FXMWES2023002126	Stained/damaged tiles	Water stained ceiling tile near light fixture. If not already being addressed, school custodial staff is to submit a work order to Building Maintenance to evaluate, correct source, and replace ceiling tile.	Media Center (back left section across from 131)	custodial	Yes
FXMWES2023002127	Tight seal on ceiling tiles	Ceiling tile not properly fitted within ceiling grid. If not already being addressed, school custodial staff is to submit a work order to Building Maintenance to fit or replace ceiling tile.	Media Center (back left section across from 131)	custodial	Yes
FXMWES2023002128	Excess dirt or moisture or obstructed or purposely placed obstruction indicating occupant distress	Supply air diffuser(s) have visible dust accumulation.	Cafeteria	building	Yes
FXMWES2023002129	Excess dirt or moisture or obstructed or purposely placed obstruction indicating occupant distress	Supply air diffuser(s) have visible dust accumulation. School custodial staff to clean leaving no residue.	Room 178	custodial	Yes
FXMWES202300212A	Excess dirt or moisture or obstructed or purposely placed obstruction indicating occupant distress	Supply air diffuser(s) and adjacent light cover have visible dust accumulation. School custodial staff to clean leaving no residue.	Room 135	custodial	Yes

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FXMWES202300212B	Stained/damaged tiles	Water stained ceiling tile (appears to be HVAC related). If not already being addressed, school custodial staff is to submit a work order to Building Services to evaluate, correct source, and replace ceiling tile.	Room 136	custodial	Yes
FXMWES202300212C	Floor coverings not level or secure (tile, carpets, wood board, etc.)	Area rugs present. Some are curling, thus creating a tripping hazard. School administration is to be have rugs that are not lying flat removed from the school.	Administrative Area Room 106	administration	Yes
FXMWES202300212D	Signs of insects or evidence of pest	Food readily accessible to pests and rodents. School administration is to remind and have staff place food items in durable container with a sealable lid then place in a cabinet.	Planning Area in Front of Room 173	administration	Yes
FXMWES202300212E	Signs of insects or evidence of pest	Food readily accessible to pests and rodents. School administration is to remind and have staff place food items in durable container with a sealable lid then place in a cabinet.	Portable 168	administration	Yes
FXMWES202300212F	Obstruction(s) to airflow	The air return grille within the wall is obstructed with supplies and containers. School administration is to remind staff not to obstruct ventilation components. Have staff remove items form in front of the air return.	Room 147	administration	Yes
FXMWES2023002130	Plumbing fixture leaking/draining slowly	The middle sink handle would not allow water to completely shut off. The right sink leak at the handled when in use.	Boys Restroom Across from POD (rooms 139-144)	building	Yes
FXMWES2023002131	Miscellaneous finding	The ventilation external duct insulation had brown water staining (past water intrusion).	Gym Storage Room	building	Yes
FXMWES2023002132	Air freshener/essential oils	Air freshener was sensed and observed (on top of HEPA portable air cleaner). Air fresheners in general can mask an odor of concern and/or be an irritant to other individuals. School administration is to remind staff and have item removed from the school.	Room 178	administration	Yes
FXMWES2023002133	Miscellaneous finding	The thermostat cover was jarred open from the hinges with lock mechanism still engaged. School administration is to remind staff not to tamper with covers and thermostat settings. Work order 269238 was also submitted to ensure proper settings and address cover.	Portable 29	administration	Yes
FXMWES2023002134	Miscellaneous finding	A light fixture was missing its cover.	Portable 38	building	Yes

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FXMWES2023002135	Non-issued disinfectants/aerosol sprays	An unlabeled chemical spray bottle containing a liquid was present and readily accessible to students. Chemical cleaning products should be out of reach from students (placed in wall cabinet or lockable file cabinet). Chemical products are to have an appropriate manufacturer label. The product is most likely a HCPSS custodial services product, if so acquire and affix a label from custodian. If not, the chemical is to be removed.	Portable 29	administration	Yes
FXMWES2023002136	Non-issued disinfectants/aerosol sprays	An unlabeled chemical spray bottle containing a liquid was present and readily accessible to students. Chemical cleaning products should be out of reach from students (placed in wall cabinet or lockable file cabinet). Chemical products are to have an appropriate manufacturer label. The product is most likely a HCPSS custodial services product, if so acquire and affix a label from custodian. If not, the chemical is to be removed.	Portable 168	administration	Yes
FXMWES2023002137	Non-issued disinfectants/aerosol sprays	An unlabeled chemical spray bottle containing a liquid was present and readily accessible to students. Chemical cleaning products should be out of reach from students (placed in wall cabinet or lockable file cabinet). Chemical products are to have an appropriate manufacturer label. The product is most likely a HCPSS custodial services product, if so acquire and affix a label from custodian. If not, the chemical is to be removed.	Room 126	administration	Yes
FXMWES2023002138	Non-issued disinfectants/aerosol sprays	An unlabeled chemical spray bottle containing a liquid was present and readily accessible to students. Chemical cleaning products should be out of reach from students (placed in wall cabinet or lockable file cabinet). Chemical products are to have an appropriate manufacturer label. The product is most likely a HCPSS custodial services product, if so acquire and affix a label from custodian. If not, the chemical is to be removed.	Room C05	administration	Yes
FXMWES2023002139	Non-issued disinfectants/aerosol sprays	An unlabeled chemical spray bottle containing a liquid was present and readily accessible to students. Chemical cleaning products should be out of reach from students (placed in wall cabinet or lockable file cabinet). Chemical products are to have an appropriate manufacturer label. The product is most likely a HCPSS custodial services product, if so acquire and affix a label from custodian. If not, the chemical is to be removed.	Room 136	administration	Yes