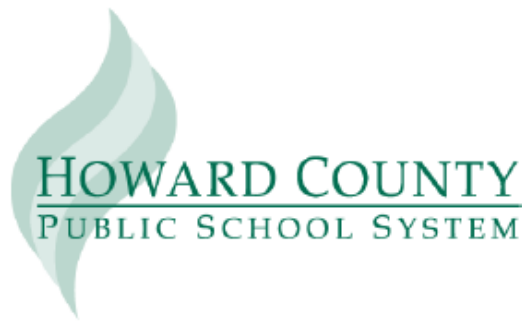


**IEQ Concern Form**  
School Facilities  
IEQ Coordinator



**Instructions:** Complete this form if you believe that you have a concern about the indoor environmental quality of a HCPSS building or facility. The form is to be submitted to the HCPSS IEQ Coordinator. You will be contacted within 5 working days regarding your concern.

**Name of person completing the form:** Heather Tracy      **Date of this request:** 12/20/16

Student       Staff       Parent       Visitor

**Contact information: Phone:** 410-313-1571      **Email:** [heather\\_tracy@hcpss.org](mailto:heather_tracy@hcpss.org)

**School Building/Facility:** Dayton Oaks Elementary      **Location (specific room or area):** B08

**Briefly describe the concern of problem.**

**Have you attached a photo?** No      **Date of photo:** N/A

During the IEQ Walkthrough on December 20, 2016, two discolored tiles were seen in B08.

**When did you notice the problem:** December 20, 2016

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**Action taken by HCPSS:**

The DOES custodial staff was immediately notified about the discolored tiles. Together, with the HCPSS IEQ Coordinator, the custodial staff took a closer look at the area. The tiles were removed and replaced. In addition, HCPSS Building Services was notified of the concern.

**Name/Signature of the HCPSS person responding:** Heather Tracy