

March 22, 2023

Mr. Rick Plew
Industrial Hygienist
Indoor Air Section, Environmental Public Health Division
2 North Meridian Street
Indianapolis, IN 46204

Mr. Plew,

We appreciate you taking the time to visit St. Peter-Immanuel and do Air Quality testing on our building. We are addressing your notes from the testing.

- 1) **410 IAC 33-4-2 (b)** "carbon dioxide concentrations in the breathing zone shall never exceed 700 ppm over the outdoor concentration." The Trustees have contacted our HVAC company and they will be coming in to adjust the dampers on all the systems ensuring sufficient outdoor air being brought into the various parts of the building. The trustees are also scheduling the HVAC company to come through this summer and do a complete cleaning of all duct work in the building.
- 2) **410 IAC 33** also requires schools to have written policies for Vehicle Idling, Animals in Classrooms, and Chemical Management. The Board has adopted the policies from your website with modifications to indicate that these are St. Peter-Immanuel Policies.
- 3) **410 IAC 33** requires schools to designate an individual as their Indoor Air Coordinator. Nathan Scherer has agreed to assume this responsibility. We have notified him that his contact information would be published on the school's website and in the school's handbook.
- 4) **410 IAC 33-5 a)** states "Schools shall establish and maintain written procedure for routine maintenance of HVAC systems." The trustees are addressing that issue and records will be kept in the school office for the required time.

We have distributed your brief overview of 410 IAC 33 to all members of the Board and the trustees of the school in ensure that all are working from the same list of requirements. This response will be posted in the building and included in a newsletter to the parents.

We thank you for your assistance in helping St. Peter-Immanuel ensure that the air quality in our building is at or above the standards of the State.

In Christ,



Ian K. McDonald
Board Chairman