



September 27, 2021

Mr. David Kaston  
Board President  
Half Hollow Hills School District  
525 Half Hollow Hills Road  
Dix Hills, NY 11746

Mr. Eric Geringswald  
BOE Facilities Committee Chairperson  
Half Hollow Hills School District  
525 Half Hollow Hills Road  
Dix Hills, NY 11746

Dear Mr. Kaston and Mr. Geringswald:

As you will remember, and as required by the United States Department of Education (USDE) and the New York State Education Department (NYSED), the District held a public hearing on June 14, 2021 to obtain stakeholder input into its planned use of the American Rescue Plan Act (ARP) funding. After that point, and also as required by the USDE and NYSED, the District then made publicly available its planned use of ARP funds via the District's website. One of those planned uses was to invest in a one-time district-wide comprehensive ventilation assessment to characterize the ventilation of every functional space within every building within the District in preparation of returning to full capacity in-school learning in September 2021. The assessment was performed by EnviroScience Consultants, Inc., an environmental consulting firm specializing in – among other targeted areas – indoor air quality for the past 25 years.

At the completion of the audit, my office received the final assessment with a notion of areas which needed attention. Both the summary and detailed reports are attached. Other than the areas noted, the audit confirmed that across all our buildings the overall ventilation is adequate and has air flow required by NYS Education Department Building Code and follows the US Environmental Protection Agency Indoor Air Quality in School Guideline, as well as the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Standard 62.1-2013. With corrections having been made in those spaces which required them, we are confident that our buildings meet or exceed the above referenced guidelines/standards. As you review the building-by-building summaries on the following pages, it is important to keep in mind that because the audit occurred at the beginning of the summer, a large majority of the corrections noted would not have otherwise existed. Stated differently, during the yearly intensive summer cleaning of our facilities, classroom and office items may be temporarily placed in a location they would not normally exist. This temporary placement of items caused a significant number of the corrections noted on the final assessment and resulted in an inflation to the number of audit findings.

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HALF HOLLOW HILLS CENTRAL SCHOOL DISTRICT OF HUNTINGTON AND BABYLON  
525 HALF HOLLOW ROAD • DIX HILLS, NEW YORK 11746

**Building: Otsego Elementary School**

Location within building	Correction needed	District response
Rooms 101, 202, 203 & 204	Miscellaneous items stored on univents and/or debris in the vents	Items removed/vents cleaned
Rooms 101 and 102	Miscellaneous items obstructing exhaust grilles	Items cleared
Math Lab	No exhaust grille	Exhaust grille added
Room 107	Univent is not functioning	Univent repaired

**Building: Sunquam Elementary School**

Location within building	Correction needed	District response
Rooms 1, 111, 107, 108, 114, 115, 120, 121, 201, 202, 206, and Art Room	Miscellaneous items stored on univents and/or debris in the vents	Items removed/vents cleaned
Rooms 102 and Art Room	Miscellaneous items obstructing exhaust grilles	Items cleared
Rooms 104, 304, Speech Room, Faculty Room, Main Office, Principal's Conference Room, Old Psychologist's Office	No exhaust grilles	Room 304, Faculty, Main Office, Principal's Conference Room: all had existing exhausts – <i>no action needed</i>  Rooms 104, Speech, Psychologist: exhaust grilles added
Room 304, Reading Room, Old Psychologist's Office and Library	Univents is not functioning	Univents repaired
Band and Chorus Rooms	No mechanical ventilation and no measurable flow through bathroom exhaust grilles	Window and classroom door to remain open for passive air ventilation as we await guidance from engineers whether the solution is to install a mechanical unit to address both spaces

**Building: Paumanok Elementary School**

Location within building	Correction needed	District response
Room 206	Miscellaneous items stored on univent	Items removed
Rooms 118, 119, 120, 121, 111, 121, 122, 123, and 206	Miscellaneous items obstructing exhaust grilles	Items cleared
Rooms 115 and 202	One side of the univents is nonfunctional	Univent repaired

Room 200A	Univent is nonfunctional and does not have an exhaust grille.	Univent repaired and exhaust grille added
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**Building: Signal Hill Elementary School**

Location within building	Correction needed	District response
Rooms 112, 113, 115, 117, 126, 202, 203, 205, 206 and 210	Miscellaneous items stored on uninvent and/or debris in vent	Items removed/vents cleaned
Room 112	Miscellaneous items obstructing exhaust grille	Items cleared
Rooms 115, 116, 117, 118, 119, 125, and Music Room	No exhaust grilles	Rooms 115, 116, 117, 118, and 119: exhausts already present on exterior walls – <i>no action needed</i>  Room 125 and Music: exhaust grilles added
Rooms 109 and 209	Univents are nonfunctional	Univents repaired

**Building: Vanderbilt Elementary School**

Location within building	Correction needed	District response
Rooms 101, 102, 103, 106, 107, 116, 117, 118, 119, 121, 124, 205, 207, 208 and Faculty Room	Miscellaneous items stored on uninvent and/or debris in vent	Items removed/vents cleaned
Rooms 101, 104, 105, 112, 113, 115, 120, and 121	Miscellaneous items obstructing exhaust grilles	Items cleared
Rooms 125, 203, and Reading Area	No exhaust grilles	Exhaust grilles added
Rooms 203, Speech Room, Reading Area and Faculty Room	Univents are nonfunctional	Univents repaired

**Building: Candlewood Middle School**

Location within building	Correction needed	District response
Rooms 101, 104, 105, 109, 110, 203, 204, 205, 210, 215, 216, 301, 302, 503, 511 and 602	Miscellaneous items stored on uninvent and/or debris in vent	Items removed/vents cleaned
Room 506 and the Boy's Locker Room	Miscellaneous items obstructing exhaust grilles	Items cleared
Rooms 107, 112, 507, 609 and Psychologist Office	No exhaust grilles	Rooms 507 and 609: existing exhaust grilles – <i>no action needed</i>

		Rooms 107, 112 and Psychologist Office: exhaust grilles added
Rooms 201, 211, 214, 215, 301, 504, 511, 605 and Girl's Locker Room	Univents are nonfunctional	Univents repaired
Room 402 and East Gym	Air handlers not functioning (only south side of East Gym)	Air handlers repaired

**Building: West Hollow Middle School**

Location within building	Correction needed	District response
Northwest section of 1 <sup>st</sup> and 2 <sup>nd</sup> floors and southeast section of 2 <sup>nd</sup> floor	Inadequate ventilation	Situation existed due to the building's mechanical systems being turned off at the time of the audit as a result of an in-process large-scale abatement project. All systems now returned to full functioning order. Consultant to return to affirm District's belief that spaces are adequately ventilated.
Rooms 144 and 226	Univent obstructed or has debris in vent	Items cleared/removed and vents cleaned
Rooms 209, 211, 214, 223, 226 and 231	Miscellaneous items obstructing exhaust grilles	Items cleared
Room 242 and Copy Room	No exhaust grilles	Exhaust grilles added
Faculty Dining Room and Cafeteria area adjacent to kitchen	Air handlers nonfunctional	Replacement of air handler already planned for as part of Transfer to Capital project in 2021-2022 budget. Adjacent area units continue to provide adequate air flow to these spaces.

**Building: High School East**

Location within building	Correction needed	District response
Rooms 109, 209, 217, 303, 405, 407, 544, 554, 556, 607, 609, 723, 725, 735, 745, 818/819, 823, 825, 906, Main Office and Library	Miscellaneous items stored on uninvent and/or debris in vent	Items removed/vents cleaned
Rooms 306, 723 and 906	Miscellaneous items obstructing exhaust grilles	Items cleared
Rooms 212, 539, 541, 553, 555, 728, Principal's Secretary Area,	No exhaust grilles	Rooms 212, 539, Guidance, and Faculty Room West – all have

Guidance Center Offices, Faculty Room West		existing exhaust grilles; <i>no action needed</i>  Rooms 541, 553, 555, 728, Principal's Secretary Area – exhaust grilles added
Cafeteria A and Lecture Hall	Left uninvent (Café A) and two far-right univents (Lecture Hall) nonfunctioning	Univents repaired
Room 817	Air handler nonfunctioning and uninvent flow rate low	Univent and air handler both repaired
Room 551 (interior small space within larger room)	No mechanical ventilation present and exhaust grille dampers are closed	Exhaust grilles added to both the interior small space as well as the larger room to keep air flowing between the two. Larger room has sufficient ventilation for both spaces.

**Building: High School West**

Location within building	Correction needed	District response
Rooms 102, 103, 110, 151, 170, 210, 213, 214, 215, 217, 218, 219A, 220, 221, 222, 235, 240, 270, 271, 273, 250, 251, 252, 253, 254 and 255	Miscellaneous items stored on uninvent and/or debris in vent	Items removed/vents cleaned
Rooms 120, 230, 237, 246, 247, 249, Principal's Receptionist and Psychologist's Office	No exhaust grilles	Rooms 237 and 249 both have existing exhaust grilles; <i>no action needed</i>  Rooms 120, 230, 246, 247, Principal's Receptionist and Psychologist's Office – exhaust grilles added
Rooms 115, 131, 211, 214, 215, 233, Faculty Dining and Trainer's Room	Univents were nonfunctional	Rooms 131, 214, 215, 233, Faculty Dining and Trainer's Room all have functioning univents; <i>no action needed</i>  Rooms 115 and 211 univents repaired

**Building: Fran Greenspan Administration Center**

Location within building	Correction needed	District response
Rooms 207, 208/210, 208 Office, 211, and Room 101/103	Miscellaneous items stored on uninvent	Items removed
Rooms 104/106, Math Office within Room 108, 206, 207, 208, CYA Office and Gymnasium	Miscellaneous items obstructing exhaust grilles	Items cleared
Benefits Office within Room 107, Science Office within Room 108, Special Ed Office within Room 203	No exhaust grilles	Benefits Office within Room 107 already has exhaust; <i>no action needed</i>  Science Office within Room 108 and Special Ed Office within Room 203 – exhaust grilles added

**Building: Transportation Building**

Location within building	Correction needed	District response
Drivers' Break Room and Dispatch Office	No exhaust grilles	Exhaust grilles added

Thank you for the opportunity to present you with this corrective action plan.

Sincerely,



Anne Marie Marrone Caliando

Assistant Superintendent for Finance and Facilities

Copy: Board of Education  
Patrick Harrigan, Superintendent  
Rosanne Marini, District Clerk  
Carlo Ferrero, Facilities Supervisor