



MARANACOOK AREA SCHOOLS

A Caring School Community Dedicated to Excellence

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January 27, 2017

Dear Manchester Elementary Parents and Staff,

The RSU #38 Facilities Committee met last night, January 26, 2017, regarding the air quality concerns at Manchester Elementary School. The Committee was joined by Manchester parents, Jeremy Payne and Craig Garofalo, who were invited to join in the discussion as we made plans to move forward with ensuring school safety and improving communication. Terri Watson, RSU #38 School Board Chair sat at the table as an ex-officio member of the committee. In addition, Curt Morse, RSU #38 Director of Operations, Janet Delmar, Principal of Manchester Elementary, Brigette Williams, RSU #38 Finance Director, and Donna Wolfrom, RSU #38 Superintendent joined the committee for discussion. Gary Carr (Wayne), Jon Caron (Manchester) and Betty Morrell (Readfield), members of the RSU #38 Facilities Committee, were present. Also in attendance and offering suggestions and input were Michelle Bragg, Pat LeVeen, Jessika Williams, Amy Jones, and Michael Poulin.

The agenda included a discussion of plans for moving forward in order to ensure a safe school environment for students and staff. Several plans were brought forward to serve as a basis for discussion, with ideas from all participants welcome and discussed. Articles of information were distributed to those in attendance.

The following plan was developed with the support of the participants of the meeting:

1. Continue with the planned air quality testing of the remainder of Manchester Elementary School (those rooms that have not been tested, including carpets) on Monday, January 30, 2017.
2. Follow the recommendations of the testing above, as well as the formal report from the testing done on January 19, 2017.
3. Octagon will remediate the stage area as recommended over the February break.
4. Perform a thorough cleaning of rooms that were not already remediated, during the summer of 2017. This will include removing and then reassembling book shelves surrounding heater coils and fins in order to eliminate dust, steam cleaning of the carpets, and any additional remediation that is necessary to be done by Octagon.
5. Notify volunteers of needs to assist with cleaning and re-assembly.
6. Janet Delmar will meet with Jessika Williams to review the PTCO list of items missing as a result of the basement remediation and replacement needs will be agreed upon and forwarded to Central Office.

7. Parents should notify Jada Clark, school nurse, if they notice anything unusual in their students' health such as prolonged and unexplained cough, upper respiratory issues, nasal congestion, itchy and runny eyes. Jada will track these calls. If she feels that there are concerns about the numbers of these reports she will notify administration and the situation will be immediately investigated.
8. Communications regarding air quality at Manchester Elementary School will be sent to parents by email. Paper copies will also be sent home with students. Parents should also check the Manchester Elementary School website where information will be posted.

I would like to thank the parents, the RSU #38 School Board members, and the administrators who participated in this productive meeting.

Sincerely,

A handwritten signature in cursive script that reads "Donna H. Wolfrom".

Donna H. Wolfrom, Ed.D.
Superintendent of Schools

CC: RSU #38 Board of Directors