

# District Schools & Building Ventilation Systems Summary

## September 10, 2015 at the Regular Governing Board Meeting

**June 1986-** In the Long Term Master Plan created by the Governing Board and the architectural firm of Bradshaw & Bundy, the following statements were made to the issue of creating proper ventilation systems in the proposed new classrooms and building:

“There were numerous comments about style, character, and what should be included in the new buildings. We were told that schools need windows, humanity, storage, accommodation for the future, flexibility, natural ventilation, protected hallways, etc.”

“This creates a larger “Quadrangle” in the center of Campus and creates exterior walls for windows in all of the buildings to permit air circulation necessary to create a natural ventilation system in all the High School Buildings.”

“As is alluded to throughout this report, all new facilities, whenever possible, should be designed to function with natural or forced ventilation, (no air conditioning) [sic]. This can be accomplished with the proper design and layout of the buildings, utilizing windows for ventilation and other established ways of (passively) [sic] designing these buildings.”

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**Summer of 2009-** the Governing Board authorizes the repair and improvement of the air exchange system in the CHS Building 500 due to construction and design errors.

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**Summer of 2010-** the Governing Board authorizes installation of an efficient HVAC system on the roof of the CHS Building 500 along with high efficiency lighting replacement throughout the District’s schools and buildings. The work is performed by Indoor Environmental Services (IES) a Full Service Mechanical Contractor from Sacramento.

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**February 7, 2013-** The Governing Board listens to a report from IES on creating solar panel system throughout the District’s schools, buildings, and property. Included in this report was a proposal for a HVAC system on the roof of the CHS Building 400. Because of the pervasiveness of the solar panels across all buildings, lawns, and parking lots without the expected return on investment, the Board takes no action on either the solar or the HVAC.

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**June 20, 2013-** The Governing Board at a regular Board meeting, listens to agenda item 5.4 “Discussion of HVAC in CHS Building 400” which was provided as information only. The following is from that agenda:

**Background Information:** An air conditioning system has been installed previously in Coronado High School Building 500. Several teachers have requested installation of air conditioning in Building 400. Mr. Stan Butts of Indoor Environmental Services previously presented information to the Governing Board regarding installation of air conditioning in Building 400. This installation, on an expedited basis, can be considered under Government Code 4217. Expedited installation would require a public hearing on the matter, which could be conducted at the June 27, 2013, Governing Board meeting.

**Report:** This agenda item is presented to allow discussion by the Governing Board of the merits of installing air conditioning in CHS Building 400.

**Financial Impact:** Indoor Environmental Solutions has estimated the cost of **air conditioning installation at \$688,169.00**, subject to an increase of approximately 15% for night shift differential on labor costs if the work is done while school is in session. The cost would be paid from Fund 40, Special Reserve for Capital Outlay Projects

**Minutes of Discussion of HVAC in CHS Building 400:** Member Ovrom brought this item forward for clarification on what the Board's direction to the Superintendent was last February. Members concurred that a decision would be inappropriate before a study and cost analysis was done. Board Members will wait until the Long Range Facilities Master Plan is completed before expending money.

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**October 17, 2013-** The Governing Board hears a proposal from the Superintendent to revise Board Policy 3516.5 and add Board Policy 3516.51, "Heat Day Release Guidelines" in order to maintain proper learning environments for students and appropriate work settings for staff. The following is from that meeting:

**Background Information:** Because of the lack of air conditioning in almost all CUSD buildings and classrooms, Superintendent Felix has drafted a policy regarding the emergency release and/or rescheduling of students and staff, and the resulting guidelines for such a release, for extraordinarily high daytime temperatures or the prediction of high daytime temperatures. These guidelines consider factors such as ambient air temperature, the local heat index (combination of air temperature and relative humidity), and air pollution standards. The release day normally would be declared the day before based upon predicted extreme temperatures from reliable weather services. If an uncomfortable situation occurs in a classroom that is not air-conditioned, the principal has the right to change that class location to an area that is more comfortable for students and staff.

**Minutes from the Regular Meeting of October 17, 2013-** The Board voted to approve local Administrative Regulation 3516.51 with revisions to read: "The Superintendent will base any decision of a potential Heat Day release on information provided by the Accuweather.com forecast consisting of a temperature or heat index of 90 degrees or higher [instead of 95 degrees] and/or high temperatures forecast for more than one day. A minimum day shall be declared before 7:00 a.m. if a Heat Day release is to be called."

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**September 11, 2014-** the Superintendent changes the Heat Day Release Guidelines to reflect National Weather Service's National Oceanic and Atmospheric Administration (NOAA) as the primary weather service (instead of Accuweather) and for the Guidelines to reflect the new Minimum Day Schedule developed by the school principals and other administrators for easy dismissal between schools and for proper maintenance of the 240 minutes per day minimum set by Education Code and Governing Board policy. The Superintendent will also attempt to decide on the Minimum Day before 7:00 PM the day before. The Guidelines were (and still are) posted prominently on the district and school websites.

## **Effect of Heat Release Days on Instructional Minutes**

California Education Code defines specific requirements for annual instructional minutes for all grades, as well as daily minimum instructional minutes related to Average Daily Attendance. Annual instructional minutes are specified for transitional kindergarten, traditional kindergarten, grades 1-3, grades 4-5, grades 6-8, and grades 9-12. Each fall, the Senior Director of Learning Claudia Gallant conducts a pre-audit of daily bell schedules matched with the current school year calendar to ensure that students will receive enough instruction. An external audit is conducted annually each spring to ensure that sufficient instructional minutes were met.

Most grades have enough surplus minutes to allow for slight changes to bell schedules and/or the calendar. Due to extreme heat conditions affecting classroom temperatures, the Superintendent released all students from school at 12:30 pm on the following days: September 15, 16, and 17, 2014. In addition, four Late Start Thursdays were instituted in order to increase professional development time for staff at no cost to CUSD. All students began their instructional day at 10:00 a.m. on September 18 and November 6 in 2014 as well as January 29 and March 5 in 2015. The loss of instructional minutes combined equates to approximately 14 hours. Though the 2014-15 external audit certified that all grades met required instructional minutes last year, instructional minutes for grades 1-3 and 9-12 were within approximately 13 hours of not meeting mandated minutes, equating to approximately two days of instruction.

In order to ensure adequate instructional minutes in the event of Heat Days in 2015-16 and to allow for three Late Start Thursdays during the year (September 17, December 3, and March 3), CUSD and the Association of Coronado Teachers agreed to increase the instructional day by five minutes for grades 1-12, equating to roughly 15 hours of additional instruction. The internal audit of instructional minutes for 2015-16 will occur this fall and the external audit occurs in May 2016.

For the 2015-16 school year, the additional minutes gives us an approximate padding of 5.5 days for grades 1-3 and 3.5 days for grades 9-12. This padding already accounts for calling 3 heat days in 15-16 and having 3 Late Start Thursdays.