



October 22, 2020

TO: Principals
FROM: Reggie McNeil
Chief Operating Officer
SUBJECT: Ventilation Update - Certified Air Balancing Report

This letter provides an update on the status of our work to assess and address ventilation conditions at every school. We know that indoor air quality in schools and classrooms is a top concern, and we are committed to keeping you informed as our work progresses.

In July 2020, The School District of Philadelphia contracted with five vendors: Goldner, Chadwick Service Company, Devine Brothers, EMCOR Services Fluidics, and Meehan and Son to perform air balance testing at our operating school facilities. To date, 119 reports have been produced and contain your school's room numbers, and the number of people that can be in a room, known as occupancy. Reports for the remaining schools are being prepared by the certified air balancers and will be distributed upon receipt.

Once complete, your school's report will be emailed to you and should be used to assist educators in laying out their classrooms according to the six-foot social distancing guidance, and by not exceeding the posted occupancy number. Some rooms will have an occupancy number of zero which means that the room cannot be used for instruction until a correction is made to the mechanical system, or facilities staff can provide other means to bring in outside air to produce satisfactory occupancy numbers. If we cannot provide outside air to the classroom based on the standards set in the American Society of Heating and Refrigerating Air-Conditioning Engineers (ASHRAE) standards then we will not label the space as usable.

I encourage you to post your school's report on your school website for easy access by your staff and families.

We have placed the highest priority to carefully expedite the assessments of our ventilation systems and prepare them for air balancing as well as making corrections and adjustments to maximize the allowable space in each classroom. We will continue to improve what we have while updating you and others on our progress.

Thank you for your patience as we continue to work to make our buildings safe for in person learning.