VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	05 - Southeast Kootenay
School Name:	Steeples Elementary School
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2024-09-17
	Date of next inspection: 2024-10-17
	Date and type of most recent maintenance: We check our school's ventilation at least once a month and have a 3-month filter change PM. That said we are constantly inspecting our HVAC system when we are in the school.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: We increased the air floe to the Ashre recommended levels.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): On the recommendation of our engineers, we have not gone to Merv 13. . We have 12 rooftop units serving the entire school of which all use Merv 8 filters.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: Yes
	Detail: -We have Air purifiers in the majority of rooms. -Complete clean, scrub and disinfect to all ducting and air handling equipment to each school. This will be conducted every five years.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: We use DDC controls and have increased the air flow into the buildings.
Other Relevant Information:	The air ducts are scheduled to be cleaned in 2026

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