



ROCKAWAY BOROUGH SCHOOL DISTRICT

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ROCKAWAY BOROUGH SCHOOL DISTRICT MOLD MANAGEMENT PLAN

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Revised: 12/26/2018

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Statement

The policy of the Rockaway Borough School District is to take measures to avoid mold growth, mildew, and mold prone areas in all Rockaway Borough School District buildings. Whenever mold is discovered, steps will be taken to isolate, contain, and remediate it. In the event of a large scale flood or water release, emergency actions will be taken to control the water flow, stop any further water damage and dry out any moisture within 24 hours. Please call the maintenance dept. at extension 202 immediately if you suspect a water leak or flood. If there is no answer, please call the Supervisor of Buildings and Grounds at 973-494-6026.

Overview

Mold can cause a series of health issues and symptoms, and even in some cases allergic reactions. The purpose of this plan is to demonstrate preventive measures and guidelines for the cleanup and handling of mold and moisture problems in all Rockaway Borough School Facilities and to ensure the best possible indoor air quality for the building occupants and students.

Mold is found almost anywhere and mold will grow on almost any organic substance as long as there is moisture and certain temperatures are present. Mold can grow on wood, carpet, paper, foods, insulation, floors, walls, and ceilings. When excessive moisture exists inside the buildings, mold growth can occur within as little as 24 hours if left unaddressed. It is near impossible to eliminate all molds and spores from inside the facility, however mold growth can be controlled by keeping moisture and humidity levels down. Mold needs water and moisture to grow, so prevention and moisture control is imperative.

Prevention

Moisture control is the key to mold control. Water and moisture needs to be reported to the Maintenance or custodial staff as soon as possible. Here is a short list of how everyone can keep moisture levels to a minimum:

Fix leaky plumbing and leaks in the building envelope or roof ASAP.

Watch for condensation and wet spots, moisture on the inside of windows

Keep HVAC units free from debris and unobstructed

Clean and dry wet spots ASAP

Try to maintain indoor humidity below 60%

Maintain exhaust systems and fans and keep air flowing

Install dehumidifiers if necessary in hard to control spaces

Perform routine IAQ inspections

Ensure roof drains are clear of debris

Do not leave windows open overnight or early in the morning

Do not leave milk or liquid in garbage cans where it can evaporate into the air

Do not leave open sources of water like mop buckets or pails, empty every night

Bag any damp clothing, rags, or items that need to be washed

Throw away any food that is left at the end of the day or refrigerate

Hidden Mold

Sometimes mold growth will not be obvious. It is possible that mold may grow on hidden surfaces, behind furniture, tops of ceiling tiles, under carpets or in pipe chases, closets or anywhere condensation may form. Hidden mold may be suspected if the building has an unusual odor or smells moldy and the source is not apparent, or if there has been extensive water damage and students and staff are reporting health problems.

Procedures

The following procedures are to provide general information and guidance for actions to be taken whenever mold is suspected or found.

If there is a major flood or large water leak, immediately inform the maintenance team or custodian. In an emergency, please contact Michael Klein, Supervisor of Buildings and Grounds at extension 202, or afterhours at 973-494-6026. If no one is available, try to find the water source or main shut off valve to the buildings, In TJ that valve is located in the Main office closet, and at Lincoln it is behind the desk in the office of the Supervisor of Buildings and Grounds. Every effort will be made to dry out porous materials within 24 hours by vacuuming and mopping, and using air movers, scrubbers, or dehumidifiers. If an odor is suspect, contact the maintenance dept. and they will conduct further IAQ tests and mold testing if deemed necessary.

If visible mold is present, action will be taken based on the amount of mold present and the type of material involved. Maintenance will determine if the object can be cleaned or if the contaminations warrants removal/destruction. Non porous items can be cleaned using a variety of detergents and cleaners specifically formulated for mold which the Maintenance department has in stock rooms. **ANY AREA VISIBLE WITH MOLD TOTALING LESS THAN 10 SQUARE FEET CAN BE CLEANED AND REMEDIATED IN-HOUSE OR BY THE MAINTENANCE DEPARTMENT.** If an area exceeds that amount, an outside vendor/consultant will be called in to evaluate the situation.

REMEDIATION

Remediation is key to restore satisfactory building conditions. The original source of the water or moisture must be determined and controlled so that mold does not re-occur. Remediation will be conducted in a manner that will remove or clean all contaminated objects while preventing the spread of spores and dust from the work area and keep mold from finding its way into clean rooms.

The removal of mold from objects or surfaces will vary depending on the type of material, where it is located and the severity of the mold growth. Isolation and containment will likely be implemented and larger areas may require evacuation of occupants along with consulting outside vendors. The supervisor of Buildings and Grounds will make this determination.

At the time of this management plan, the State of NJ nor the federal government has laws or limits concerning the safe or unsafe levels of mold and or spores in the air. There is though information to justify remediating visible mold contamination to ensure the health of building occupants, students and staff and keep risk of illness or sickness to a minimum. It is the job of the Maintenance and Custodial Departments to ensure the healthiest working and learning environment possible.

Evaluating Remedial Efforts/Cleanup

1. All water and moisture problems have been contained, repaired, and corrected.
2. All mold is removed, ensure the cleanup is sufficient and that no visible mold is present, all odors are gone and the areas are left dry and within the 60% RH range.
3. If air sampling has been completed, Mold types and quantities and the spore count should be comparative to normal outside levels once the cleanup activities are completed.
4. Follow up with the affected areas shortly after any cleanup work was completed. There should be no moisture or signs of water, water damage, or mold present.
5. Students and staff should be able to occupy the area without health complaints or physical symptoms, there should be no strong odors present.