

1 Great Falls School District

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3 **NONINSTRUCTIONAL OPERATIONS**

8131

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5 Indoor Air Quality

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7 The District shall ensure ventilation systems operate properly and increase circulation of outdoor  
8 air as much as possible. District ventilation systems shall undergo annual checks by the  
9 Superintendent or designee to ensure ventilation systems are operating within manufacturer  
10 parameters.

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12 Air filters in the District shall have a minimum efficiency reporting value of between 8 and 13 as  
13 recommended by the National Air Filtration Association and the EPA unless other types of non-  
14 MERV rated filters are used.

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16 To the greatest extent possible during times of poor outdoor air quality, the District shall change  
17 filters to MERV 13 or greater in ventilation systems using MERV rated air filters. The District  
18 shall clean any electrostatic air filters according to manufacturer specifications.

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20 The Superintendent or designee shall complete annual indoor air quality inspections using the  
21 Walk-Through Inspection Checklist from EPA’s Indoor Air Quality Tools for Schools or other  
22 DPHHS-approved inspection form.

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24 The District shall maintain records of indoor air quality inspection on site for no less than three  
25 years and the records shall be made available to the local health authority and DPHHS upon  
26 request.

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28 Legal Reference:

29 37.111.826, ARM Indoor Air Quality

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31 Policy History

32 Adopted on: June 10, 2013

33 Revised on: August 23, 2021