



Port Jervis

SCHOOL DISTRICT

Lorelei Case
Assistant Superintendent for Business
9 Thompson Street
Port Jervis, New York 12771

Phone (845) 858-3180
Fax (845) 858-3265

TO: Faculty and Staff
Parents, Legal Guardians and Students
Residents, Community Members, Other Concerned Parties

DATE: March 28, 2008

Under the *Uniform Safety Standards for School Construction and Maintenance Projects*, of the Commissioner of Education's regulations (section 155.5(d)), New York State public schools are required to provide notification to parents, staff and the community in advance of a construction project of \$10,000 or more to be conducted in a school building while the building is occupied, and are obligated to provide a safe school environment during construction projects in accordance with the regulations.

The Port Jervis City School District will be conducting construction projects at Hamilton Bicentennial Elementary, located at Rt. 209, Cuddebackville, Rt. 209 Complex (elementary and high school), located at Rt. 209, Port Jervis, and the Port Jervis Middle School located at East Main Street, Port Jervis, New York. We anticipate the construction will be completed on or about September 1, 2008.

Construction will begin April 18th and will take place when school is not in session.

The work scheduled for these school buildings includes: replacing roofs, renovating the high school auditorium and cafeteria, removing and replacing fuel oil tanks, replacing fire alarm systems, and security systems upgrades. The complete list of projects will be listed on the district's website: www.pjschools.org.

The district will implement general safety and security standards to provide and maintain a safe school environment throughout this project. This includes, but is not limited to, the following measures:

- The construction area shall be separated from occupied areas of the building.
- All construction materials shall be stored in a safe and secure manner.
- Gates shall always be locked unless a worker is in attendance to prevent unauthorized entry.
- During exterior renovation work, overhead protection shall be provided for any sidewalks or areas immediately beneath the work site, or such areas shall be fenced off and provided with warning signs to prevent entry.
- Workers shall be required to wear photo-identification badges at all times for identification and security purposes while working at occupied sites.
- Measures for operations producing in excess of 60 dba will adhere to the noise level and abatement protocols specified in the construction documents.
- Measures will be taken for the control of chemical fumes, gases, and other contaminants produced by welding, gasoline or diesel engines, roofing, paving, painting, etc. to ensure they do not enter occupied portions of the building or air intakes.

- Activities and materials which require “off-gassing” of volatile organic compounds such as glues, paints, furniture, carpeting, wall-covering, drapery, etc. shall be scheduled, cured or ventilated in accordance with manufacturers’ recommendations before a space can be occupied.
- Ventilation and exiting will be maintained.
- Asbestos and lead testing and abatement protocols shall be adhered to.
- All applicable federal and state rules and regulations will be strictly adhered to throughout the duration of this project.

If you have questions or concerns about the upcoming construction projects, please contact: Lorelei Case, Assistant Superintendent for Business, at 858-3180 or www.pjschools.org.

Lorelei Case
Assistant Superintendent for Business