

PINE PLAINS CENTRAL SCHOOL DISTRICT

2829 CHURCH STREET • PINE PLAINS, NEW YORK 12567-5504

TEL: (518) 398-7181 FAX: (518) 398-6592

WWW.PPCSD.ORG

Memorandum

Date: October 7, 2025.

To: Board of Education

From: Richard McKibben, Director of Facilities

Cc: Dr. Brian Timm, Superintendent
Julia Watson Tomaine, District Clerk

RE: Corrective Action Plan for OCS Audit Report of Lead in Water Testing

CORRECTIVE ACTION PLAN Response to OCS Audit Report of July 18, 2025

Finding #1 - *District Officials did not ensure all required potable water outlets were sampled and tested for lead contamination for Cycle Two.*

The District conducted initial water sampling on April 17 and 24, and May 1, 2021. For cycle 2 testing, collecting samples from 259 of the districts water outlets, which were then tested at a laboratory certified through the NYS Environmental Laboratory Approval Program (ELAP). However, the District did not have a sampling plan that identified all water outlets for sampling. The District also did not have a remedial action plan that detailed which water outlets they exempted from sampling, how these would be secured against use, and what remedial actions were planned or enacted.

District's Response:

The District's Director of Facilities will develop a sampling plan of all district water outlets which are used for drinking or cooking purposes. This will insure all non-exempt outlets will be properly sampled, as required by New York States Department of Health, and will insure there are no outlets missed during our next testing cycle in 2026-27.

The Director of Facilities will also develop a remedial action plan which identifies all outlets that require sampling, as well as outlets we consider exempt from sampling. The remedial action plan will include methods of securing outlets with the use of signage, and continuing education of teachers, staff, students, and parents on an annual basis at the start of each school year. The remedial action plan will be updated as conditions change with outlets, as far as additions and removals.

The district will also sample all water outlets as required in our next round of sampling, (2026-27), and will secure or remove any outlets having issues. Note that all district outlets requiring sampling, since the 2020-21 round of testing, were all adapted with filters, or new filtered drinking fountain/bottle filler stations were installed. Outlets that were not able to be filtered, have been properly tested and have

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passed as required during the 2023-24 round of testing. Outlets having issues with testing were removed from service by signage, and now continuing education of the signage and what it means.

We anticipate that all of the above response items will be completed as described by April 16, 2026, or sooner if possible. Inventory alone will take some time with approximately 308 outlets recorded in our initial sampling back in 2016.

Finding #2 – *District officials did not report the results of the lead testing properly or in the required time periods.*

District officials did not always report laboratory test results, including the initial sampling results showing 50 water outlets were above the lead action level, to all required parties or within the required time periods. This occurred because written procedures were not in place to identify officials' roles and responsibilities. Specifically:

- *District officials did not notify the local health department directly for the test results that exceeded the lead action level within one business day as required. The district clerk reported the exceedances four days late for the Cycle Two results.*
- *District officials could not provide documentation that the Cycle Two results were posted on the districts website.*

District's response:

The district has already begun using a template supplied by the Health Department which records and assigns individuals roles in the Lead in Water testing process. This document will specifically identify roles to all involved for accountability purposes.

The webmaster will generate documentation of items posted on the website before any new contracts signed for a new website host.