

To:

Mr. Ryan Peck, Interim Director of Maintenance
Mr. Danny Allbritton, Director of Construction

From: Mr. LaRoderick E. McQueen, Certified Building Official / Divisional Director

Date:

Subject: SREF Inspection Report –

Attached to this memorandum is the State Requirements for Educational Facilities (SREF) Inspection Report for the referenced facility. This report outlines identified deficiencies along with the corresponding corrective actions for the entire site. The “MOC” column within the report designates the responsible party for addressing each item as follows:

- **M (Maintenance):** These deficiencies are to be resolved by the Maintenance Department. Please do **not** submit work orders for items listed under this category. Upon completion of all related work, Code Enforcement staff must sign off to verify completion.
- **O (Operational):** Items in this category are the responsibility of site-based staff. These should be corrected within the allotted timeframe before the follow-up inspection.
- **C (Construction and Capital Outlay):** These deficiencies are to be addressed by the Construction/Facilities Department, or an appropriate corrective action plan should be developed.

Please note: *Any duplicate/completed deficiencies listed on the attached report, please disregard.*

Upon completion or development of a corrective action plan for the noted deficiencies, please submit notification to the Code Enforcement Department. Indicate completion by initialing and dating the line items you are responsible for on the provided report. Completed reports can be emailed to Mrs. Kathryn White at kathryn.white@leonschools.net.

A copy of this SREF Inspection Report will also be forwarded to the Board.

Please Note:

Under **SREF Chapter 4, Section 4.4 (2)**, a separate inspection report has been provided for each portable classroom on your site. State requirements mandate that these individual reports be posted in a visible location within each respective portable.


If you have any questions or require clarification regarding any item in this report, please contact Mr. Richard Taylor at the Code Enforcement Department at **(850) 617-1812** or via email at richard.taylor@leonschools.net.


Thank you for your prompt attention and cooperation regarding this matter.


Attachment**Cc:**


2757 W. Pensacola Street • Tallahassee, Florida 32304-2998 • Phone (850) 487-7100 • Fax (850) 414-5194 • www.leonschools.net
“No person shall on the basis of sex, gender identity, marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pregnancy, disability, military status or genetic information be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving federal financial assistance, except as provided by law.” No person shall deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth


“EXCELLENCE BEGINS IN LEON COUNTY SCHOOLS”


02/11/2025				 <p>FACILITIES & CONSTRUCTION DEPARTMENT 3420 W. THARPE ST., TALLAHASSEE, FL 32303</p> <p>COMPREHENSIVE SAFETY INSPECTION FISCAL YEAR: 2024-2025</p>		Sail High School				
INSPECTION DATE						SCHOOL/ FACILITY/CAMPUS				
INSPECTOR: Richard Taylor						2006 Jackson Bluff Road				
						Tallahassee, Florida 32304				
INSPECTOR SIGNATURE SIGNATURE DATE						F.I.S.H. NUMBER				
TYPE OF INSPECTION						037-0204-020				
<input checked="" type="checkbox"/> FIRE <input checked="" type="checkbox"/> CASUALTY <input checked="" type="checkbox"/> SANITATION										
Item #	Building Number	Room Number	M O C	Deficiency Description and Corrective Action Required	# of Times Deficiency Previously Cited	Schedule for Correction No Later Than	Re-Inspection Correction Date	Site-Wide Building-Wide Exterior Campus or Portable	REMARKS CODE REFERENCE MAINTENANCE ASSIGNMENT	
1	0000	000	O	After market furniture shall be (NFPA) approved and the label must be displayed.	7					
2	0000	000	M	Repair/remove gazebo located on North side of building. Gazebo is unstable, unsafe and should not be used by students or personnel until repaired. -Near Building 15	2				Structural Department	
3	0000	000	O	Deodorizers are not allowed per SREF 5(16)(b)(2)(c)	0					
4	0001	000	M	Damaged ADA and or FISH sign, please repair. SREF 5 (2) (e) (8)(j)						
5	0001	102	M	Install ADA/FISH sign. SREF 5 (10)(i)(2) and (5)						
6	0001	106A	O	Storage in medical closet prohibited	0					
7	0001	117	O	Install ADA/FISH sign. SREF 5 (10)(i)(2) and (5)	0					
8	0002	204	O	Remove combustible materials from ceiling. NFPA 101-10.3.1	1					
9	0002	204	O	Unauthorized curtain on door.	0					
10	0003	000	O	Install ADA/FISH on exit and entrance door. SREF 5 (10)(i)(2) and (5)	0					
11	0003	309	O	Remove combustible materials from ceiling. NFPA 101-10.3.1	0					
12	0004	404	0	Walkway obstructed.						
13	0004	405	0	Walkway obstructed.						


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14	0004	405	0	Replace ceiling tile(s). SREF 5 (2) (e) (8) j						
15	0004	405	0	Paper needed to be removed from door and windows.						
16	0004	406	0	Housekeeping						
17	0004	407	0	Unauthorized curtain on walls.						
18	0005	504	0	Remove combustible materials from ceiling. NFPA 101-10.3.1						
19	0005	504	0	Combustible materials on wall shall not exceed 20%						
20	0005	505	0	Doorway Obstructed						
21	0005	506	0	Unauthorized curtains on door.						
22	0005	507	0	Unauthorized curtains on door.						
23	0006	601	0	Replace ceiling tile(s). SREF 5 (2) (e) (8) j						
24	0006	602	0	Refridgerator and Microwave shall be plugged in.						
25	0006	603	0	Combustible materials on wall shall not exceed 20%						
26	0006	603	0	Replace ceiling tile(s). SREF 5 (2) (e) (8) j						

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27	0006	604	0	Unauthorized curtains.						
28	0006	604	0	Combustible materials on wall shall not exceed 20%						
29	0007	702A	O	Replace water stained ceiling tile(s). SREF 5 (2) (e) (8) j						
30	0007	702A	O	Replace water stained ceiling tile(s) sprinkle rhead. SREF 5 (2) (e) (8) j						
31	0007	703F	0	Emergency lock release will not open.						
32	0007	704	O	Improper storage..						
33	0007	704	O	Junction boxes shall have all openings sealed.						
34	0007	707A	O	Provide and maintain an unobstructed access to the Exit and/or Emergency Escape Window. NFPA 101-7.1.10.2.						
35	0007	709	O	Sign needed in doorway (watch your step)						
36	0007	709	O	Gate near mechanical room needs a LCS Lock						
37	0009	901	O	Replace painted ceiling tile(s). SREF 5 (2)(e)(9)						
38	0009	901	O	Lghts on walls						
39	0009	902	O	Refridgerator shall be plugged in to an outlet.						

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40	0009	902	O	Oven in use in area with combustibles						
41	0009	903	O	Lghts on walls						
42	0009	903A	O	Doorway Obstucted						
43	0010	1101	O	Unauthorized curtains.						
44	0010	1002C	O	Lghts on walls						
45	0011	0000	O	Concreteunleveled near 11-1104						
46	0011	1101	O	Unauthorized curtains.		0				
47	0011	1102	O	Unauthorized curtains.		0				
48	0011	104	O	Unauthorized curtains.		0				
49	0012	126B	O	Broken or missing						
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51										
52										

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65	0012	126B	O	Restroom - Broken or missing	0					

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66	0012	127A	O	Housekeeping	1					
67	0012	127	O	Replace missing ceiling tile. SREF 5 (2)(e)(9)	1					
68	0012	128		Permitted wiring	0					
69	0012	127	O	Replace missing ceiling tile. SREF 5 (2)(e)(9)	1					
70	0012	128		Permitted wiring	0					
71	0013	127	O	Appliances need to be plugged into direct outlets	0					
72	0013	130C	O	Housekeeping	0					
73	0013	1301	M	Handrails are either missing or not in compliance with FBA/ADA code. FBC 1012/SREF 5(10)(8). (Handrail is loose - Please tighten)	1				Structural Department	
74	0015	1503	O	Remove picnic table -Provide and maintain an unobstructed access to the Exit and/or Emergency Escape Window. NFPA 101-7.1.10.2.	1					
75	0016	162	O	Festive lights.	0					
76	0016	162	M	Entrance door holder leaking water.	0				Structural Department	
77	0019	103	M	Repair - Annunciation panel is inoperable.	1				Building Automation	
78	0019	106	O	All water hoses located on the outside of all buildings need to be properly kept on a reel.	1					

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79	0019	111	O	Remove ladder - Provide and maintain an unobstructed access to the Exit and/or Emergency Escape Window. NFPA 101-7.1.10.2.	1				
80	0019	112	M	Replace - Annunciation panel is outdated - (Needs current inspection sticker)	1				Building Automation
81									
82									
83									
84									
85									
END OF SREF INSPECTION REPORT									


A re-inspection of the identified deficiencies will be performed approximately _____ days subsequent of inspection date.
 Re-Inspection Date: _____

The principal shall hold at least one (1) fire drill during each month, with an additional drill being held within the first 30 days of school.
 YES ☐ NO ☐

Reviewed Emergency Generator Report. YES ☐ NO ☐
 Emergency Generator Report up-to-date as of SREF Inspection. YES ☐ NO ☐

Signature of facility administrator attesting to Fire Evacuation Drills and review of inspection report acknowledging awareness of discovered deficiencies:

X

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Leon County
School/Site Administrator