



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK

Office of Facilities Planning, 89 Washington Avenue, Room 1060 Education Building Annex, Albany, NY 12234  
Tel. (518) 474-3906  
Fax (518) 486-5918  
Website: <http://www.p12.nysed.gov/facplan/>

**June/July 2013 Flooding Event and School Facility Damage**

The following counties have been declared a State Disaster Emergency as a result of the extraordinary rain the State has received since June 27, 2013: Broome, Chenango, Clinton, Essex, Delaware, Franklin, Herkimer, Madison, Montgomery, Oneida, Otsego, Schoharie, St. Lawrence, Tioga, and Warren.

Governor Cuomo has formally requested that President Obama issue a major disaster declaration for the State of New York as a result of severe storms and major flooding that occurred on June 27 and 28, 2013.

If your school facilities have sustained damage as a direct result of this weather event, please do the following:

1. Contact your County Emergency Manager to provide them with a brief description of the damage.
2. Contact your Facilities Planning Project Manager to inform them of the damage and establish an emergency project (if needed). For additional information on emergency projects, see:  
[www.p12.nysed.gov/facplan/policy/capital\\_construction-emergencies.html](http://www.p12.nysed.gov/facplan/policy/capital_construction-emergencies.html).
3. It is critical that you maintain detailed records of the damage, including photographic documentation of each area, equipment, and supplies that have sustained damage. It is also critical that you retain all receipts for any equipment the district has purchased or rented as a direct result of the flood.
4. Contact the State Archives for technical assistance in addressing issues related to a records disaster (student records, personnel records, etc.) at:  
[ARCH\\_SOS@mail.nysed.gov](mailto:ARCH_SOS@mail.nysed.gov). For additional State Archives assistance, see:  
[www.archives.nysed.gov/a/disaster/disaster\\_after.shtml](http://www.archives.nysed.gov/a/disaster/disaster_after.shtml).
5. Finally, please remember that mold grows very quickly in these types of events. The following guidance provides helpful advice on addressing, preventing, and mitigating potential mold problems in schools:  
[www.epa.gov/iaq/schools/pdfs/publications/moldfactsheet.pdf](http://www.epa.gov/iaq/schools/pdfs/publications/moldfactsheet.pdf)  
[www.epa.gov/iedmold1/mold\\_remediation.html](http://www.epa.gov/iedmold1/mold_remediation.html)