



Corrective Action Notice

School : KNOLLWOOD PREP ACAD
Cost Center : 0001476201
Address : 11822 GERALD AE
 GRANADA HILLS, CA91344
Site Administrator : CECILIA SALAZAR
Complex Project Manager : Steven Mc Laughlin
Inspection Date : Mar 13, 2023
Inspection Type : Routine Safe School Inspection
Inspector : Karibyants, George

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 1	Mar 13, 2023	36449288	Fire/Life Safety	Maintain exit pathways free of obstructions to ensure safe egress.	Remove all items that are blocking the exits.	Library; Room 21.	School	
Level 2	Apr 12, 2023	36449289	Injury and Illness Prevention	Remove household appliances (e.g., toaster/oven, microwave oven, refrigerator, coffee machine, and heater) or other unauthorized electrical appliances from classrooms pursuant to Bulletin 6436.	Remove all coffee makers, microwaves, and refrigerators from classrooms.	Room 10	School	
Level 2	Apr 12, 2023	36449306	Fire/Life Safety	Ensure automatic sprinkler systems are tested annually. Note testing date in the Fire Log Book.			Facilities	
Level 2	Apr 12, 2023	36449319	Fire/Life Safety	Remove curtains that are not flame resistant.	The curtain tag is expired (2017).	Auditorium	School	
Level 2	Apr 12, 2023	36449294	Fire/Life Safety	Maintain aisles and walkways free of obstruction or tripping hazards.	Remove or relocate wires from the floor located between the Assistant Principal's desk and the wall.	Assistant Principal's Office.	School	
Level 2	Apr 12, 2023	36449281	Fire/Life Safety	Remove combustible materials (e.g. paper decorations, hanging mobiles) from exit doors, ceilings, electrical panels, light fixtures, fire sprinklers and heaters.		Building C - 1st floor - hallway.	School	
Level 2	Apr 12, 2023	36449290	Emergency Procedures (Integrated Safe School Plan)	Remove all materials and objects stored on top of cabinets or upper shelves unless such objects are fastened to the shelf or otherwise restrained from falling.	Remove all items from the top of the cabinets.	Corridor between Auditorium and Cafeteria; PTA.	School	

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Level 2	Apr 12, 2023	36449303	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/ .	Order new signs for Boy's and Gir's Restrooms.	Auditorium	Facilities	
Level 2	Apr 12, 2023	36449313	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/ .	Paint the newly installed door.	Room 13	Facilities	
Level 2	Apr 12, 2023	36449318	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/ .	Remove the unused drum filled with rain water.	By Room 12	Facilities	
Level 2	Apr 12, 2023	36449299	Facilities and Equipment Maintenance	Ensure all areas in the school are clean, well maintained and free of clutter.	Ensure to keep the area clean at all times.	Electrical Room by Boiler Room; Room 19; Room 21.	School	
Level 2	Apr 12, 2023	36449285	Facilities and Equipment Maintenance	Ensure vent stacks are not located within 10 feet of Heating, Ventilation and Air Conditioning (HVAC) system air intakes. Roof-mounted vent stacks should extend above parapet walls and air intake vents. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/mwkiosk .	Repair the outdoor HVAC system that is leaking.	Outside by Room 3; Outside by Room 15.	Facilities	
Level 2	Apr 12, 2023	36449279	Facilities and Equipment Maintenance	Ensure all areas within the school have adequate indoor lighting. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/ .	Replace the lights that are nonoperable.	Ballroom	Facilities	
Level 2	Apr 12, 2023	36449331	Facilities and Equipment Maintenance	Repair/replace damaged or deteriorated playground surfacing materials. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/ .	Repair damaged surfacing material under the play structure.	Pull-up Chin Bar Station	Facilities	
Level 3	Jun 11, 2023	36449301	Facilities and Equipment Maintenance	Remove unusable equipment and other salvage items pursuant to the LAUSD Procurement Manual. To request pick-up, email transportation order form to Truck Operations at truckop@lausd.net	Submit a service call for the salvage pickup.	By YMCA Room; Room 7.	School	

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Level 3	Jun 11, 2023	36449328	Facilities and Equipment Maintenance	Ensure tree canopies are adequately raised, plants are adequately trimmed, and landscape is free of tripping hazards or other obvious hazards. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at https://facapps.lausd.net/oehs/	Ensure to submit a service call to avoid tripping hazards. There is a hole that needs to be filled with dirt.	The south side of the parking lot; By YMCA bungalow.	Facilities	
Level 3	Jun 11, 2023	36449304	Injury and Illness Prevention	Conduct and document semi-annual safety inspections pursuant to Injury and Illness Prevention Program (IIPP). Maintain inspection records for at least 3 years.			School	