



# Corrective Action Notice

**School :** WOODLAND HILLS ACAD  
**Cost Center :** 0001834401  
**Address :** 20800 BURBANK BLVD  
 WOODLAND HILLS, CA91367  
**Site Administrator :** ALMA SALAZAR  
**Complex Project Manager :** Rodolfo Saldivar  
**Inspection Date :** Feb 17, 2023  
**Inspection Type :** Routine Safe School Inspection  
**Inspector :** Karibyants, George

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 2	Mar 19, 2023	36369201	Facilities and Equipment Maintenance	Repair/replace damaged or missing ceiling tile(s). Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Replace broken and stained ceiling tiles.	Textbook Room; Storage Room by Textbook Room; Room 23; Room 49; Girl's Restroom in Science Building.	Facilities	
Level 2	Mar 19, 2023	36369217	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 <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to submit a service call for the broken planter.	By the MPR	Facilities	
Level 2	Mar 19, 2023	36369215	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 <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Repair non-operatable hand-washing sink faucets.	Room 41; Me's Restroom in MPR	Facilities	
Level 2	Mar 19, 2023	36369208	Indoor Environment	Correct all unresolved water damage. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Water Intrusion observed on the floor.	Electrical Room	Facilities	
Level 2	Mar 19, 2023	36369206	Indoor Environment	Correct all unresolved water damage. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Water damage observed on the ceiling.	Boiler Room by the Library.	Facilities	

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 2	Mar 19, 2023	36369219	Facilities and Equipment Maintenance	Ensure asphalt and other paved areas are in good condition (e.g., free of significant cracks, holes, standing water). If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to submit a service call to M&O to repair the crack in the asphalt.	Back side of the gym; East side of the gym.	Facilities	
Level 2	Mar 19, 2023	36369203	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.	Boiler Room by the Main Office; Room 50; IDF Room by the Attendance Office.	School	
Level 2	Mar 19, 2023	36369202	Facilities and Equipment Maintenance	Repair/replace damaged or missing ceiling tile(s). Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Replace broken and stained ceiling tiles.	Faculty Lounge; Attendance Office; Telephone Room in the Main Office.	Facilities	
Level 2	Mar 19, 2023	36369209	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 <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to install a lock on the electrical panel.	Electrical Room	Facilities	
Level 2	Mar 19, 2023	36369213	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 <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to replace the rusty/deteriorated base in the shelf cabinet under the sink.	Room 50	Facilities	
Level 3	May 18, 2023	36369210	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	
Level 3	May 18, 2023	36369211	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 <a href="mailto:truckop@lausd.net">truckop@lausd.net</a>		Throughout the site	School	
Level 3	May 18, 2023	36369212	Chemical Safety	Ensure flammable storage bunkers, rooms and cabinets are labeled "Flammable - Keep Fire Away".	Ensure to place NFPA Diamond Sign on the exterior side of the room door.	Gardening Garage; Room 8.	School	