

August Monthly Report

Full Name	Natasha Dela Cruz
Name of School	M. U. Lujan Elementary School
Today's Date	August 31, 2016

Please check the following tasks completed this month

- ☒ Discussed Preventive Maintenance Monitoring
- ☒ Submitted Work Orders
- ☒ Completed a Walkthrough
- ☒ Had a Volunteer Day (**Community Partners assisted with School Readiness**)
- ☒ Met with PTO to Discuss Progress and/or Donations (**PTO donated \$1,000 to be used for paint**)
- ☐ Requested a Consult with DEH
- ☐ Requested a Health Education Presentation
- ☐ Other: _____

Who did you discuss preventive maintenance monitoring with? (Please select all the apply)

- ☐ Teachers
- ☒ Administrative Staff
- ☐ Maintenance
- ☒ Superintendent or his representative
- ☐ Other: _____

Did you complete a walkthrough this month?

- ☒ Yes
- ☐ No

If yes, what location(s)?

Several walkthroughs were done in preparation for school opening of the entire campus.

If yes, what violation(s) were observed and what action have you taken?

5.2.4, 6.1.2, 6.2.1, 6.3.1, 6.4.3, 6.5.1, 6.7.2, 6.7.3, 11.2, 11.4, 13.11, 13.12

Corrective action was taken to address identified issues with school staff and MTO staff to include owner. Issues needing to be addressed by F&M have been inputted into Munis

Did you have a volunteer day this month?

- ☒ Yes ***Community partners assisted on different days**
- ☐ No

If yes, please indicate the type of volunteers, date, and description of activities.

Volunteers from Guam Homeland, Fire Department, Americorp

Did you meet/talk with your parent/teacher organization the month about preventive maintenance?

- ☒ Yes
- ☐ No

If yes, what topic was discussed?

School preparation for opening – informal meeting of officers.

Did you request a consult with DEH this month?

- ☐ Yes
- ☒ No

If yes, please indicate the date of the meeting and topics addressed

Did you request a health education presentation this month?

☐ Yes

☒ No

If yes, please indicate the date, topic, and name of presenter