



THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FL

PAUL M. STRAUSS
DIRECTOR

JOSEPH M. SANCHES
CHIEF OF SUPPORT OPERATIONS

ENVIRONMENTAL & CONSERVATION SERVICES
1400 N. FLORIDA MANGO ROAD
WEST PALM BEACH, FL 33409

PH: 561-684-5154 / Fx: 561-684-5153
www.palmbeachschools.org/ecs


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Contact:

James Chapman, PX 45154
james.chapman@palmbeachschools.org

Action By:
As Noted Below

TO: All Principals and Department Heads

FROM: Joseph M. Sanches, Chief of Support Operations 

SUBJECT: MANDATORY ASBESTOS AWARENESS TRAINING FOR 2013

Please be advised of the two mandatory training components. All Facilities Services employees and Custodians must attend the initial training during the first 60 days of employment and the annual refresher every year thereafter.

I. **INITIAL ASBESTOS AWARENESS TRAINING** is two (2) hours long. Time and location of the courses are listed below. Pre-registration is required. Schedule class with the Environmental & Conservation Services (ECS) at PX: 45154 with names and Employee ID numbers of those attending.

Dates (all Tuesdays)	Times	Locations
February 5, March 5, May 7, July 23	1:00 – 3:00 PM	Summit Maintenance Complex 3300 Summit Blvd, Training room on EAST end
September 10	3:15 – 5:15 PM	Pioneer Park Elementary School
September 24, October 8, November 5	1:00 – 3:00 PM	Summit Maintenance Complex 3300 Summit Blvd, Training room on EAST end

II. **ANNUAL REFRESHER ASBESTOS AWARENESS TRAINING** is required for all Facilities Services employees and Custodians after the INITIAL course. The 14-minute Asbestos Awareness video will air every day at 2:00 PM and 6:00 PM (English) and 2:15 PM and 6:15 PM (Spanish) on Staff Development Channel 24. Documentation of refresher training is required. Facilities Services staff and the individual school centers are responsible for forwarding to the ECS (Pony address: 1400 N. Florida Mango Road) training sheets with dates, printed names, signatures, and Employee ID numbers of those employees viewing the Asbestos Awareness Refresher video. If your school is not able to access Staff Development Channel 24, contact Nancy Funk at the Education Network, 738-2748 (PX 22748). The ECS (PX 45154) can provide an Asbestos Awareness video if you are unable to view the training on Staff Development Channel 24 at your site.

If you have questions regarding these training programs, please refer to the contact numbers as noted above.

EWG/JMS/PS/JC:cb/llm/du

Approved: 

E. Wayne Gent, Superintendent