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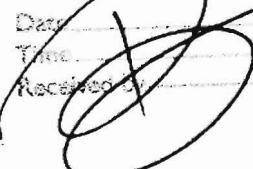
30-09-1071

September 1, 2009

**MEMORANDUM**

TO: Superintendent of Education  
SUBJECT: Harry S. Truman Elementary School

Office of the Speaker  
Judith T. Von Pas, Ed. D.

Date: \_\_\_\_\_  
Time: \_\_\_\_\_  
Received by:  31/9/09

Dear Dr. Bretania Underwood:

On August 31, 2009, I visited the Harry S. Truman Elementary School to perform an inspection of the campus. I am happy to report that many of the discrepancies noted during the past inspection have been corrected. However, the following discrepancies were noted:

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1. Bare wood remains at various locations. (Previously cited)
2. Overgrown vegetation throughout the campus.
3. Various classroom entry doors have openings (gaps) to the outside.
4. Several sanitary dispensers in the common restrooms are in disrepair and should be replaced immediately for obvious health, safety, and sanitary reasons. (Previously cited). This was also pointed out during the last inspection but it does not appear that the discrepancy has been corrected.
5. Various windows with mud bees' nests.
6. Several used cardboard boxes being piled up on the ground near the trash bin area. These boxes have been there for approximately two weeks and according to the Principal, there has been a request for pickup of such material.
7. The miniature slide located in the Kindergarten wing playground has not yet been re-located as required by the DPHSS. (Previously cited)
8. Room 31 is again without a working air conditioning system. (Previously cited) This is a repeat problem that warrants immediate attention. During the last inspection, the A/C unit for this room was also found inoperable. The Principal indicated that the A/C unit has been down for approximately two weeks. If the ventilation cannot be improved, the class must be re-located.
9. The Principal indicated that the newly installed stainless steel water tank has experienced some leaks. The Principal indicated that the vendor has been addressing the problem. However, I recommend that maintenance address this matter with the vendor and perform an evaluation of the tank to ensure that the product is in good repair. I recommend that this matter be addressed immediately before any warranty expires.
10. Inoperable fire alarm system. (Previously cited) Fire watch program must be continued. Please ensure that the school has an appropriate safety plan in place to address any fire related issues and that all school personnel are made aware of such safety plan and that such plan is adhered to as necessary.
11. Ensure that the school has operating procedures/policies in place for providing adequate supervision/monitoring of student activity while on campus during critical times such as in the morning before the bell rings, during any passing time, during

lunch, and any other breaks. Ensure that all school personnel are made aware of such procedure/policy and that such procedure/policy is adhered to on a daily basis.

Please submit a proposed plan of corrective action for each of the discrepancies identified in this report, including but not limited to a date when such problems will be assessed and/or addressed, the anticipated date in which any such repairs and/or replacements will begin, and the date when such repairs or/replacements would be completed. Furthermore, for each particular violation, please provide a detailed report indicating the status of any such repairs and or corrective action taken. Please submit such requested information within 10 days of receipt of this memorandum.

Thank you for your attention to this matter. If you have questions, please feel free to contact my office.

Respectfully Yours,



Dominic Terlaje

Cc:

Honorable Speaker Judith T. Won Pat, Ed.D., 30<sup>th</sup> Guam Legislature  
Arlene Unpingco, GDOE Deputy Superintendent  
Salvatore Giovanni T. Sgambelluri, GDOE Deputy Superintendent  
Michael Meno, School Principal  
Fred Nishihira, GDOE Legal Counsel  
Joe San Agustín, Chairman, Guam Education Policy Board  
Billy Cruz, GDOE Facilities and Maintenance Manager  
Bruce Williams, GDOE Safety Administrator