

Dominic Terlaje
Education Suruhanu

Office of the Adequate Education Suruhanu
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11:48

October 27, 2009

MEMORANDUM

TO: Superintendent of Education
FROM: Education Suruhanu
SUBJECT: Untalan Middle School Inspection Report

30-09-1277
9:30
10/29/09

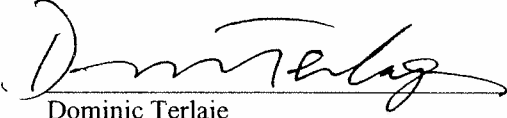
Dear Dr. Bretania Underwood:

Attached to this memorandum is a report identifying discrepancies discovered during an inspection of the Untalan Middle School campus performed by the Office of the Education Suruhanu (the OES). The inspection occurred on October 23, 2009. I strongly recommend that GDOE address the discrepancies identified and rectify them immediately in order to come into compliance with various provisions of the 14 Points of P.L. 28-45 and with the various regulatory agency codes. Please be advised that not all classrooms or school facilities were inspected. Therefore, GDOE is highly encouraged to asses all other classrooms and school facilities in order to identify any other discrepancies and perform the necessary corrective action.

In addition, please submit to my office a proposed plan of corrective action for each of the discrepancies identified in the school inspection report, including but not limited to a date when such problems will be 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, please submit to my office a report indicating the status of any such repairs and/ or corrective action already taken, if any, since the date the inspection occurred. Please submit such requested information to my office within 10 working days after the date in which your office receives this memorandum.

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

Respectfully,


Dominic Terlaje

Attachment:
Untalan Middle School inspection report.

cc:
Honorable Speaker, 30th Guam Legislature
Untalan Middle School Principal
GEPB Chairman
DPHSS Division of Environmental Health
GFD
Office of Attorney General, Patrick Mason, Deputy Attorney General, Civil Litigation & Solicitor Division

2009 OCT 29 AM 11:48
WMM

Government of Guam
Office of the Education Suruhanu (OES)
School Inspection Report

Name of School: Untalan Middle							
PUBLIC LAW 28-45: 14 POINTS COMPLIANCE							
School Representative: Ms. Haugen, Assistant Principal & Mr. Frank Castro, Administrative Officer Date and Time of Inspection: October 23, 2009 at 9:30 Weather Condition: Warm with some rain. Student Population: 1,109 School Aides: Six Custodians: (AMI provides custodial services throughout the school day and after school.)							
Location	14 Point at Issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Denote	Description of Finding	Comments	Recommendations
Trash bin/dumpster area	I	S	10/23/09	N/A	Trash bin area was observed to have rubbish and trash scattered throughout such area.	<p>Repeat violation. P. L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The Department of Public Health and Social Services School Sanitary Code (the SSC) requires the school site: (1) to be free from potential sources of insect and rodent breeding; (2) to be kept clean and free of rubbish; (3) that all school areas be maintained in a clean, safe, and sanitary condition; and (4) the areas around the trash containers shall be kept clean so as to not serve as harborage for vermin. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school. The Guam Environmental Protection Agency requires all solid waste to be removed from campus and properly disposed.</p>	Address and rectify immediately in order to come into compliance with the law. Perform frequent monitoring of the trash bin area to ensure that trash is placed within the trash bin and that the area surrounding the trash bins is clean and free of trash or solid waste at all times. The School must ensure that any rubbish and/or trash that manages to fall onto the ground be picked up immediately and properly disposed. Regular monitoring of the trash bin area should be performed and any problems should be reported immediately so that the corrective action can be taken as necessary.
Campus	I	S	10/23/09	N/A	Bare wood at various locations.	<p>Repeat violation. P. L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls to be finished with easily cleanable material. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.</p>	Address and rectify immediately in order to come into compliance with the law.

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Location	14 Point at Issue (s-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Cafeteria	I	S	10/23/09	N/A	Outer openings located in the cafeteria area.	Did not observe any evidence or presence of rodents. However, DOE work requests were submitted to DOE Maintenance reporting that a door and side panel near the serving area was in disrepair and that work needed to be performed in the storage area. Both work requests indicated that rodents were entering the kitchen and the storage area. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires doors to be in good repair. Improperly sealed doors or other areas could result in rodents, pest or other vectors entering the cafeteria or other areas of the school.	Address and rectify immediately in order to come into compliance with the law. Properly repair and seal any and all outer openings into the cafeteria. Pest control company should be contacted immediately to provide adequate pest/vector control services. Adequate measures should be taken to ensure control and elimination of vectors on an as needed basis. Campus should be frequently monitored in order to quickly identify and address the presence of any vectors, insects, and/or pests.
43	f & l	S	10/23/09	N/A	A/C unit not working. Room temperature measured 83 ° F with a relative humidity of 73% at approximately 10:15 a.m. with students present.	Teacher indicated that room has been without working air conditioning since August 2009. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. P.L. 28-45 § 4 (12) (f) requires schools to provide air conditioned or properly ventilated classrooms in which the sensible air temperature is no greater than 78 ° F. The SSC requires that ventilation shall be adequate to provide proper circulation of needed air within a room by either windows or mechanical ventilators. The SSC requires that when mechanical ventilation is provided, it shall be kept clean and in good repair. The teacher indicated that such condition has existed for approximately one month. Public Health considers temperatures above 84 ° F inadequate. In the event a classroom temperature measures above 84 ° F, Public Health may require the closure of such room until such measures can be taken to improve air circulation so that the room temperature can be adequately maintained below 84 ° F.	Address and rectify immediately in order to come into compliance with the law. In the alternative, provide additional fans or devices in order to properly ventilate the classroom. If room temperature cannot be improved or conditions worsen, students must be re-located to a more suitable room.

PUBLIC LAW 28-45: 14 POINTS COMPLIANCE

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43	I	S	10/23/09	N/A	Fire extinguisher seal broken and extinguisher not mounted.	Possible safety issue. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires all school equipment to be maintained, kept clean, and in good repair. The GFD requires all fire extinguishers to be in good working order and properly mounted.	Address and rectify immediately in order to come into compliance with the law.
Various fast track classroom windows	I	S	10/23/09	N/A	According to the School's Administrative Officer, various windows leak water into the classroom.	<u>Repeat violation.</u> P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires windows to be kept clean and in good repair. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.	Address and rectify immediately in order to come into compliance with the law. Ensure that windows are properly installed.
24	I	S	10/23/09	N/A	Both A/C units not working properly. Room temperature measured 85 ° F with a relative humidity of 56%	P.L. 28-45 § 4 (12) (f) requires air conditioned or properly ventilated classrooms in which the sensible air temperature is no greater than 78° F. In addition, P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires that ventilation shall be adequate to provide proper circulation of needed air within a room by either windows or mechanical ventilators. The SSC requires that when mechanical ventilation is provided, it shall be kept clean and in good repair. Public Health considers temperatures above 84 ° F inadequate. In the event a classroom temperature measures above 84 ° F, Public Health may require the closure of such room until such measures can be taken to improve air circulation so that the room temperature can be adequately maintained.	Address and rectify immediately in order to come into compliance with the law. In the alternative, provide additional fans or devices in order to properly ventilate the classroom. If room temperature cannot be improved or conditions worsen, students must be re-located to a more suitable room.

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Office of the Education Suruhanu (OES)
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Date and Time of Inspection: October 23, 2009 at 9:30

Weather Condition: Warm with some rain.

Student Population: 1,109

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Name of School: **Untalan Middle**

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19	I	S	10/23/09	N/A	A/C drain pipe leaking water onto classroom floor.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires floors and school equipment to be maintained, kept clean, and in good repair.	Address and rectify immediately in order to come into compliance with the law. Reports of water leaking onto a classroom floor should be addressed immediately.
6	I	S	10/23/09	N/A	A/C unit not working properly.	Teacher indicated that A/C unit freezes up. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires school equipment to be maintained, kept clean, and in good repair.	Address and rectify immediately in order to come into compliance with the law. If adequate room temperature cannot be maintained or conditions worsen, students must be re-located to a more suitable room.
5	f & I	S	10/23/09	N/A	One A/C unit is experiencing severe water leak into classroom. Other A/C unit does not work. Room temperature measured 83 ° F with a relative humidity of 50 % at approximately 12:00 noon with no students present.	Repeat violation. P.L. 28-45 § 4 (12) (f) requires air conditioned or properly ventilated classrooms in which the sensible air temperature is no greater than 78° F. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires that ventilation shall be adequate to provide proper circulation of needed air within a room by either windows or mechanical ventilators. The SSC requires that when mechanical ventilation is provided, it shall be kept clean and in good repair. Public Health considers temperatures above 84 ° F inadequate. In the event a classroom temperature measures above 84 ° F, Public Health may require the closure of such room until such measures can be taken to improve air circulation so that the room temperature can be adequately maintained. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.	Address and rectify immediately in order to come into compliance with the law. In the alternative, provide additional fans or devices in order to properly ventilate the classroom. If room temperature cannot be improved or conditions worsen, students must be re-located to a more suitable room.

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36	f & l	S	10/23/09	N/A	<p>A/C unit not working properly. Room temperature measured 84 ° F with a relative humidity of 60% with students present.</p>	<p>Teacher indicated that the A/C unit has not been working properly since August 2009. P. L. 28-45 § 4 (12) (f) requires air conditioned or properly ventilated classrooms in which the sensible air temperature is no greater than 78° F. In addition, P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires that ventilation shall be adequate to provide proper circulation of needed air within a room by either windows or mechanical ventilators. The SSC also requires that when mechanical ventilation is provided, it shall be kept clean and in good repair. Public Health considers temperatures above 84 ° F inadequate. In the event a classroom temperature measures above 84 ° F, Public Health may require the closure of such room until such measures can be taken to improve air circulation so that the room temperature can be adequately maintained.</p>	<p>Address and rectify immediately in order to come into compliance with the law. In the alternative, provide additional fans or devices in order to properly ventilate the classroom. If room temperature cannot be improved or conditions worsen, students must be re-located to a more suitable room.</p>
Storm water drainage system located near T-2 and behind room 36.	l	S	10/23/09	N/A	<p>Path where water flows appears to be clogged.</p>	<p>P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires all school areas to be maintained in a sanitary condition and kept in good repair.</p>	<p>Address and rectify immediately in order to come into compliance with the law. Ensure that storm water drain path is free from any obstruction which may prevent or hinder the flow of storm water through such drain system.</p>

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Location	14 Point at Issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations		
Boys 6th grade area restroom.	1	S	10/23/09	N/A	No soap. No paper towels.	<p>Repeat violation. Possible safety issue. P. L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. P. L. 28-45 § 4 (12) (j) requires schools to provide proper sanitation. The SSC requires soap and single-service paper towels to be provided and made available at all times. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.</p>	<p>Repair, replace, and/or install soap dispensers and paper towel dispensers immediately in order to come into compliance with the law. A heated air-hand drying device may be used in place of single-service towels. Student restrooms must be provided with sanitary supplies (soap, paper towels, and toilet tissue) at all times throughout the entire school day. A restroom without sanitary supplies could present various health concerns for students. DOE must exhaust all efforts to ensure that sanitary supplies are provided and made available in all student restrooms at all times and that restrooms remain clean and sanitary throughout the entire school day. School personnel including office staff should be required to perform restroom monitoring. A restroom log or monitoring sheet should be created and implemented accordingly.</p>		
6th grade area	1	S	10/23/09	N/A	Observed storm water drain inlet possibly clogged. Observed standing rain water.	School representative indicated that storm water is slow to drain. P. L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires all school areas to be maintained in a sanitary condition and kept in good repair.	<p>Address and rectify immediately in order to come into compliance with the law. Ensure that storm water drain path is free from any obstruction which may prevent or hinder the flow of storm water through such drain system.</p>		

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Name of School: **Untalan Middle**

Location	14 Point at issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
7th grade area wood and tin canopy	I	S	10/23/09	N/A	Observed wood portion of canopy with dry rot and/or water damage and observed evidence of mold and/or mildew at various parts of the canopy. Observed water leaks at various locations along the length of the canopy.	Repeat violation: P.L. 28-45 requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires all school areas to be maintained in a sanitary condition and kept in good repair. In addition, a work request (4035C535) was submitted to DOE Maintenance reporting the problem on September 4, 2009. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.	Repair and/or replace the affected area immediately in order to come into compliance with the law. Material other than wood may need to be incorporated into the design and build of a new canopy.
T-4	I	S	10/23/09	N/A	Observed large hole in classroom floor.	Possible safety issue. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires that school floors be safe and kept in good repair. School officials closed the classroom and have reported the problem. A work request (4035CIP001 dated 11/20/2008 and a follow up dated 2/26/2009) was previously submitted to DOE Maintenance reporting that the flooring and tiles needed to be replaced, that some areas of the floor were soft and beginning to develop holes, and that tiles were separating from the floor. Although the room has been closed, the Principal has requested that the floor be repaired immediately on the basis that there are not enough classrooms to accommodate the displacement of the class assigned to T-4. NOTE: An inspection conducted by this office in December 2008, reported that there were soft spots at various locations of the classroom floor. In addition, an additional DOE work request (4035C541) was submitted to DOE Maintenance on October 15, 2009, reporting that soft spots were detected on the floor and that floor tiles were cracked and loose.	Repair and/or replace the entire class floor immediately in order to come into compliance with the law. In addition, the room shall not be used for any purpose until it has been properly repaired. Ensure that any material used to construct the floor be approved by the DOE or its authorized representative. Reports of possible safety issues should be addressed immediately and such issues should be reported to the DOE Safety Administrator for their review and action.

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Location	14 Point at Issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Library and cafeteria	a & l	S	10/23/09	N/A	School officials indicated that the library and the cafeteria are generally used on any given day to accommodate students whose teachers may be absent from school. On some occasions, there may be more than one class assigned to such rooms and generally one school aide is assigned to cover the students who report to such rooms.	P. L. 38-45 § 4 (12) (a) requires schools to provide a certified teacher for every class in a ratio established by relevant collective bargaining agreements. Currently there are no exceptions in the law. Ensure that any room used to accommodate teacher absences on given day does not exceed the teacher to student ratio and that the number of students assigned to any such room does not exceed the maximum occupancy load allowed for the particular room.	Address and rectify immediately in order to come into compliance with the law. Instruction must be provided to the students during this period. Reports of teacher absences or shortage of school officials that may prevent proper coverage of classrooms and/or proper supervision of the students should be reported to DOE officials immediately.
T-9	l	S	10/23/09	N/A	Observed soft spots and cracked floor tiles at various locations of the classroom floor.	Possible safety issue. This condition appears to be similar to the condition in T-4 that led to the collapse of a section of the classroom. P. L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. In addition, the SSC requires that school floors be safe and kept in good repair. The SSC also requires classroom floors to be made from materials approved by the Department. NOTE: A DOE work request (4035C541) was submitted to DOE Maintenance on October 15, 2009, reporting that soft spots were detected on the floor and that floor tiles were cracked and loose.	Immediate action is required to address and rectify the matter in order to come into compliance with the law. In addition, immediate action is required in order to prevent any possible risk of injury that may occur as a result of the poor condition of the floor. Entire classroom floor should be repaired and/or replaced immediately. In addition, the room should not be used for any purpose until it has been properly repaired. Ensure that any material used to construct the floor be approved by the DOE or its authorized representative. Reports of possible safety issues should be addressed immediately and such issues should be reported to the DOE Safety Administrator accordingly for their review and action.

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7th grade restroom facilities near room 24 and 25.	1	S	10/23/09	N/A	Both male and female restrooms were closed to student use because of low to no water pressure.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment, P.L. 28-45 § 4 (12) (i) requires schools to provide potable water sufficient to provide each student a daily ration of washing water, and P.L. 28-45 § 4 (12) (j) requires schools to provide proper sanitation. The SSC requires schools to provide an adequate number of hand washing sinks, water closets, and urinals to meet the demand of the male and female student population. Male student population: 570. Female student population: 539. A work request (P242) was submitted to DOE Maintenance on October 8, 2009 reporting that there was no water for both restrooms but work has yet to be performed to rectify the problem.	Address and rectify immediately in order to come into compliance with the law. Adequate restroom facilities must be made available to the students throughout the entire school day. Reports of restrooms experiencing low to no water pressure should be addressed immediately.		
T-8	1	S	10/23/09	N/A	Observed soft spots developing at various parts of the floor.	Possible safety issue. This condition appears to be similar to the condition in T-4 that may have caused a portion of the classroom floor to collapse. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. In addition, the SSC requires that school floors be safe and kept in good repair. The SSC also requires classroom floors to be made from materials approved by the Department. NOTE: DOE work requests (4035C541) was submitted to DOE Maintenance on October 15, 2009, reporting that soft spots were detected on the floor and that floor tiles were cracked and loose.	The classroom floor should be assessed immediately in order to determine the condition of the flooring material. In addition, an assessment of such floor should be performed immediately in order to determine whether or not such room can continue to be occupied. If work is to be performed, ensure that any material used to construct the floor be approved by the DOE or its authorized representative. Reports of possible safety issues should be addressed immediately and such issues should be reported to the DOE Safety Administrator accordingly for their review and action.		

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Location	14 Point at Issue (a-b)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Boys restroom B wing	1	S	10/23/09	N/A	No soap and no soap dispensers. Double keyed dead bolt on entry door.	Repeat violation. Possible safety issue. P.L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires soap and soap dispensers to be provided and made available at all times. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school. The double keyed dead bolt may present a safety issue in the event the dead bolt is locked.	Repair, replace, and/or install soap dispensers immediately in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies at all times throughout the entire school day. A restroom without sanitary supplies could present various health concerns for students. DOE must exhaust all efforts to ensure that sanitary supplies are provided and made available in all student restrooms and that restrooms remain clean and sanitary at all times. School personnel including office staff should be required to perform restroom monitoring. A restroom log or monitoring sheet should be created and implemented accordingly. The double keyed deadbolt should be replaced with a latch or lever type dead bolt.
21	1	S	10/23/09	N/A	Observed large hole in classroom entry door.	P.L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires school doors to be in good repair.	Address and rectify immediately in order to come into compliance with the law.
21	1	S	10/23/09	N/A	Observed that the green chalk board (both sides) located at front of classroom is not properly mounted to the wall and that the boards are warped.	P.L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires chalkboards to be in good repair. The SSC also requires school equipment to be safe. Improperly mounted chalk boards may present a safety hazard for the students. Warped chalkboards are not considered to be in good repair.	Replace both chalk boards immediately. Ensure that any installation of replacement chalk boards are properly secured to the wall.

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Name of School: **Untalan Middle**

Location	14 Point at issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Library	I	S	10/23/09	N/A	Observed cracks on ceiling at various locations.	Repeat violation. School official assigned to operate the library indicated that he has observed water leaking from the ceiling when it rains. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires ceilings to be kept in good repair. NOTE: An inspection conducted by this office in December 2008 reported that cracks were observed in the ceiling and that leaks were occurring in the same location as previously reported.	Address and rectify immediately in order to come into compliance with the law. Reports of water leaking inside a room especially through cracks in the ceiling should be addressed immediately. Ceiling cracks could indicate that the ceiling structure may be compromised. Cracks in ceilings were water is observed to be leaking should be reported to the DOE Safety Administrator immediately. A proper assessment of the ceiling should be conducted to determine the cause of the cracks.
8th grade girls restroom	I	S	10/23/09	N/A	No soap and soap dispenser is in disrepair.	Repeat violation. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. P.L. 28-45 § 4 (12) (j) requires schools to provide proper sanitation. The SSC requires soap to be provided and made available at all times. The SSC also requires soap dispensers to be in good repair. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school.	Repair, replace, and/or install soap dispensers immediately in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies at all times throughout the entire school day. A restroom without sanitary supplies could present various health concerns for students. DOE must exhaust all efforts to ensure that sanitary supplies are provided and made available in all student restrooms and that restrooms remain clean and sanitary throughout the entire school day. School personnel including office staff should be required to perform restroom monitoring. A restroom log or monitoring sheet should be created and implemented accordingly.

PUBLIC LAW 28-45: 14 POINTS COMPLIANCE

School Representative: Ms. Haugen, Assistant Principal & Mr. Frank Castro, Administrative Officer

Date and Time of Inspection: October 23, 2009 at 9:30

Weather Condition: Warm with some rain.

Student Population: 1,109

School Aides: Six Custodians: (AMI provides custodial services throughout the school day and after school.)

Name of School: **Untalan Middle**

Location	14 Point at issue (a-f)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Main office courtyard area.	I	S	10/23/09	N/A	Observed standing rain water in various areas of the court yard located near the main office.	P.L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires school premises to be evenly graded and sloped to provide adequate drainage. The SSC also requires all areas to be maintained in a clean, safe, and sanitary condition.	Address and rectify immediately in order to come into compliance with the law. Storm water drain system should be properly maintained in order to ensure that rain water drains properly.
17	a & I	S	10/23/09	N/A	One school aide assigned to cover approximately 65 to 70 students during one period as a result of teacher absences.	P.L. 28-45 § 4 (12) (a) requires a certified teacher for every class in a ratio established by relevant collective bargaining agreements. P.L. 28-45 § 4 (12) (f) requires schools to provide a healthful, safe, and sanitary learning environment. According to the Board Union Contract, the teacher to student ratio at the middle school level for a regular classroom is 1 to 28. The SSC requires that schools provide 20-25 square feet of space per child in secondary schools. In addition, the GFD requires that any occupancy of a classroom may not exceed the maximum occupancy allowed for such room.	Address and rectify immediately in order to come into compliance with the law. There are no exceptions to providing a certified teacher in every class and as such, a certified teacher must be made available for every class. DOE must not allow students to occupy a room where the number of students would exceed the maximum occupancy load allowed for any such room. Reports of teacher absences or shortage of school officials that may prevent proper coverage of classrooms and/or proper supervision of the students should be reported to DOE officials immediately.
PE and Language arts class	a	S	10/23/09	N/A	The individuals assigned to cover a PE and Language arts class do not possess a certificate to teach. The PE class has been covered by a school aide since August 2009 and the Language Arts class has been covered by a school aide since October 2009.	P.L. 28-45 § 4 (12) (a) requires a certified teacher for every class. School officials submitted a request to fill such vacancies but no one has yet been hired. Currently there are no exceptions to the law and as such, an individual who possesses the necessary certificate must be assigned to teach the class.	Assign a qualified individual to the class immediately in order to come into compliance with the law. Identify and individuals within DOE who may possess the necessary certificate and assign them to the class.

Government of Guam
Office of the Education Suruhanu (OES)
School Inspection Report

PUBLIC LAW 28-45: 14 POINTS COMPLIANCE

School Representative: Ms. Haugen, Assistant Principal & Mr. Frank Castro, Administrative Officer
 Name of School: **Untalan Middle**
 Date and Time of Inspection: October 23, 2009 at 9:30
 Weather Condition: Warm with some rain.
 Student Population: 1,109
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Location	14 Point at issue (a-n)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Library	k	S	10/23/09	N/A	Individual currently assigned to operate the library is not a certified librarian.	P.L. 28-45 § 4 (12) (k) requires libraries to be operated by certified librarians.	Assign a qualified individual to operate the library immediately in order to come into compliance with the law. Identify qualified individuals within DOE who may possess the necessary certificate and assign them to operate the library.
Nurse office	d	N/A	10/23/09	N/A	The school lacks an LPN or nurse aide.	P.L. 28-45 § 4 (12) (d) requires schools to provide a certified health counselor/nurse. Although the school does have a certified school nurse, the Board Union Contract requires an LPN or nurse aide be assigned to the school where the student population exceeds 700 students.	Based on the terms of the Board Union Contract, the school should secure an LPN or nurse aide as soon as possible.
3	1	N/A	10/23/09	N/A	Roof is leaking water into light fixture and onto class floor.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires ceilings to be kept in good repair. The SSC also requires classrooms be maintained in a clean, safe, and sanitary condition and kept in good repair. Water leaking into a classroom indicates that the roof may not be in good repair and water leaking into a light fixture and onto the floor presents safety issues.	Address and rectify immediately in order to come into compliance with the law. Locate and permanently repair the ceiling leak. In addition, such conditions present possible health and safety hazards for students. Furthermore, DOE must not continue to allow students to be subjected to such conditions and must be quick to respond to reports of water leakage into any room especially a room that students occupy. Immediate attention should be given to reports of water leaking into light fixtures. Further, when water is observed to be leaking into a classroom where students are present, students should be re-located to a more suitable room as necessary.

Government of Guam
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School Representative: Ms. Haugen, Assistant Principal & Mr. Frank Castro, Administrative Officer Date and Time of Inspection: October 23, 2009 at 9:30 Weather Condition: Warm with some rain. Student Population: 1,109	PUBLIC LAW 28-45: 14 POINTS COMPLIANCE Name of School: Untalan Middle
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School Aides: Six **Custodians:** (AMI provides custodial services throughout the school day and after school.)

Location	14 Point at issue (a-f)	Type of Citation (PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
13, 36, 43, 3, 4, 30, 26, 49, 22, 23, 20, counselor's office, and book room.	f & l	S	10/23/09	N/A	A/C units not cooling properly, blowing hot air, or compressor inoperable.	<p>Repeat violation. P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. P.L. 28-45 § 4 (12) (f) requires schools to provide air conditioned or properly ventilated classrooms in which the sensible air temperature is no greater than 78 ° F. The SSC requires that ventilation shall be adequate to provide proper circulation of needed air within a room by either windows or mechanical ventilators. The SSC requires that when mechanical ventilation is provided, it shall be kept clean and in good repair. Public Health considers temperatures above 84 ° F inadequate. In the event a classroom temperature measures above 84 ° F, Public Health may require the closure of such room until such measures can be taken to improve air circulation so that the room temperature can be adequately maintained below 84 ° F. Failure to correct such violation before the next inspection by DPHSS could result in negative consequences for the school. Work requests have been submitted to DOE Maintenance reporting problems with the various A/C units but work has yet to be performed.</p>	<p>Address and rectify immediately in order to come into compliance with the law. In the alternative, provide additional fans or devices in order to properly ventilate the classroom. If room temperature cannot be improved or conditions worsen, students must be re-located to a more suitable room.</p>

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Location	14 Point at Issue (a-n)	Type of Citation (PH=DPHSS, R=Fire Dept, E=EPA, S=Suruhanu)	Date of Citation	Demerits	Description of Finding	Comments	Recommendations
Campus	N/A	N/A	10/23/09	N/A	According to school records, the following are teacher absences during a two week period or 10 school days. 1. October 12, 2009 – 8 teachers absent 2. October 13, 2009 – 13 teachers absent 3. October 14, 2009 – 12 teachers absent 4. October 15, 2009 – 8 teachers absent 5. October 16, 2009 – 4 teachers absent 6. October 19, 2009 – 11 teachers absent 7. October 20, 2009 – 10 teachers absent 8. October 21, 2009 – 11 teachers absent 9. October 22, 2009 – 6 teachers absent 10. October 23, 2009 – 16 teachers absent	I received information indicating that during a period of two weeks or 10 school days, there has been an average of approximately 9 teachers absent per day. Although the school cannot predict when any given teacher or any other school employee may be absent on any given day, the school only has six school aides which would seem to indicate that there may not be enough personnel to cover six teacher absences on any given day or where a school aide may be absent as well. What is more troubling is that 9 out of the 10 school days, there were 6 or more teacher absences. In one particular instance during the 10 day period, which is unacceptable, and must be avoided, one school aide was assigned to cover four classes totaling approximately 60 to 70 students in room 17. Such classes were combined as a result of the number of teacher absences for that particular day. DOE must ensure that sufficient personnel is made available to the school in order to provide effective coverage for classes where a teacher or teachers may be absent. In addition, DOE must ensure that sufficient personnel is also made available to the school to provide for effective student supervision when school aides are assigned to cover a class or when a school aid or school aides may be absent as well. DOE must make reasonable efforts to provide for effective student supervision at all times. In other words, DOE must ensure that each school has sufficient personnel to address any shortage of school personnel such as teachers and/or school aides as necessary. It is important for DOE to establish, implement, and adhere to policies and/or procedures concerning such matters.	