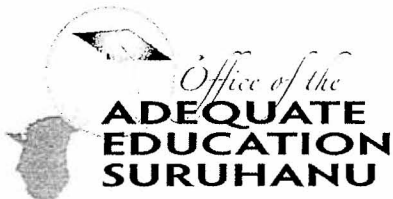


for



Dominic Terlaje  
Education Suruhanu

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February 24, 2010

TO: Superintendent of Education  
FROM: Education Suruhanu  
SUBJECT: MU Lujan Elementary School Inspection

2010 FEB 25 PM 3:17

Dear Dr. Bretania Underwood:

Attached to this memorandum is a report identifying discrepancies discovered during an inspection of the MU Lujan Elementary School campus that occurred on February 24, 2010. The inspection was performed by my office only. I strongly recommend that GDOE address the discrepancies identified and rectify them immediately in order to come into compliance with the 14 Points of P.L. 28-45 and any applicable regulatory agency code. 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 corrective action accordingly.

Please submit to my office a proposed plan of corrective action for each of the discrepancies identified in the report, including but not limited to a date when any such discrepancy 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.

Thank you for your attention to this matter. If you have any questions, please do not hesitate to contact my office.

Respectfully,

Dominic Terlaje

Attachment: OES Inspection report

cc: Honorable Speaker 30th Guam Legislature  
Chairman, GEPB  
Billy Cruz, GDOE Facilities and Maintenance Manager (via email)  
MU Lujan School Principal (via email)

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

**PUBLIC LAW 28-45: 14 POINTS COMPLIANCE**

School Representative: Ms. Ramirez, Principal Date and Time of Inspection: February 24, 2010 Weather Condition: Sunny and warm Student population: 687 (361 males) (326 females)	Name of School: <b>MU Lujan Elementary</b>
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#	Location	14 Point (a-n)	Type of Citation: PH=DPHSS, F=Fire Dept E=EPA S=Suruhanu	Citation date	D e m e r i t s	Description of Finding	Comments	Recommendations
	Counselor	c	S	2/24/10	N/A	No certified guidance counselor assigned to the school.	P.L. 28-45 § 4 (12) (c) requires public schools to provide schools with a certified guidance counselor. The certified guidance counselor previously assigned to the school recently resigned. As a result, the school administrators are both serving as the guidance counselor as necessary.	Address and rectify immediately in order to come into compliance with the law. I will also be recommending that in the event the school does not have a certified guidance counselor assigned to the school, that any other individual such as a certified teacher, school administrator, or other qualified GDOE employee be considered as a reasonable substitute until such time as a permanent guidance counselor can be assigned to the school. Any such exception may require a change in the current law.
	Chamorro	a	S	2/24/10	N/A	Two Chamorro language teachers not certified in Chamorro language.	P.L. 28-45 § 4 (12) (a) requires schools to provide a certified teacher for every class. According to the Principal, the teachers assigned to teach Chamorro Language are not certified in Chamorro language but they are certified teachers.	Address and rectify as soon as possible. Ensure that such teachers assigned to teach Chamorro language possess the necessary qualifications in order to teach such class.
	Campus	l	S	2/24/10	N/A	Observed evidence of ceiling leaks in various classrooms.	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. Water leaking into a classroom indicates that the roof may not be in good repair.	Address and rectify immediately in order to come into compliance with the law. Locate and permanently repair the ceiling leak. In addition, such conditions could present possible health and safety hazards for students. Furthermore, DOE 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.

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	Library	I	S	2/24/10	N/A	Library without working air conditioning for approximately five years.	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 librarian is temporarily using another room to provide library services.	Address and rectify immediately in order to come into compliance with the law. Although the library is not in use, efforts to properly ventilate such room should be ongoing.
	Nurse office and 124	I	S	2/24/10	N/A	A/C unit not working	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. Although the nurse's office is not a classroom, the room temperature should be comfortable to accommodate students who visit the Nurse receive such nursing services. 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 room 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 as soon as possible. In the alternative, provide additional fans or devices in order to properly ventilate the room.

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#	Location	14 Point (a-n)	Type of Citation: PH=DPHSS, F=Fire Dept E=EPA S=Suruhanu	Citation date	D e m e r i t s	Description of Finding	Comments	Recommendations
	Campus	I	S	2/24/10	N/A	Observed dirty A/C filters in various classrooms	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. Ensure that all A/C filters are cleaned on a regular basis. Develop and implement an A/C filter cleaning checklist. If possible, require the private custodial vendor to perform the cleaning of the A/C filters. If some A/C units are under warranty from the A/C contractor/vendor, require any such contractor/vendor to perform any servicing or cleaning as necessary.
	131	I	S	2/24/10	N/A	Observed extensive mold/mildew on classroom walls.	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. The SSC requires walls to be clean. The presence of mold/mildew in a classroom could present health concerns for students and school staff.	Address and rectify immediately in order to come into compliance with the law. In the alternative, if the problem cannot be rectified immediately, the class should be re-located to a more suitable room.
	126	I	S	2/24/10	NA	Observed several cracks and/or gaps along the center beam located on the ceiling. (Ceiling leaks as well)	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls and ceilings be maintained, kept clean, and in good repair.	Address and rectify immediately in order to come into compliance with the law. Locate and permanently repair the ceiling leak. In addition, such conditions could present possible health and safety hazards for students. DOE must be quick to respond to reports of water leakage into any room especially a room that students occupy. 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.

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School Representative: Ms. Ramirez, Principal  
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Name of School: **MU Lujan Elementary**

Location	14 Point (a-n)	Type of Citation: PH=DPHSS, F=Fire Dept E=EPA S=Suruhanu	Citation date	D e m e r i t s	Description of Finding	Comments	Recommendations
126	I	S	2/24/10	NA	Observed floor tiles separating from the floor.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires school equipment floors to be maintained, kept clean, and in good repair. Tiles may be separating from the floor because of water that leaked from the ceiling onto the floor.	Repair and/or replace immediately in order to come into compliance with the law.
124	I	S	2/24/10	N/A	Observed ceramic floor tiles separating from floor.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires school floors to be maintained, kept clean, and in good repair. The teacher indicated that the problem has slowly and steadily worsened in the time she has been assigned to such classroom.	Address and rectify immediately in order to come into compliance with the law. Although the room is currently closed for use, such problem should be rectified before the students can return to the classroom.
210	I	S	2/24/10	NA	Observed rotted wood panel used to support the A/C. Also observed ceiling leak just above the wood panel.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls to have surfaces of light color, have a flat finish, be kept clean, and in good repair. The ceiling leak causes water to run onto wood panel thus possibly causing the wood panel to rot.	Address and rectify immediately in order to come into compliance with the law. I recommend that the necessary disciplines (refrigeration and carpentry) coordinate their efforts in addressing this matter in order to avoid any unnecessary repeat visits to the school. The ceiling leak should also be rectified in order to prevent any further damage to the wood panel.

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	203	I	S	2/24/10	NA	Observed ceiling leak into light fixture.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls and ceilings to be maintained in a sanitary condition and kept in good repair. Although no water was observed in the light fixture, the school building custodian reported that when it rains, water collects in the light fixture cover.	Address and rectify immediately in order to come into compliance with the law. Locate and permanently repair the ceiling leak. In addition, such conditions could present possible health and safety hazards for students. DOE 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. 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.
	Cafeteria boys restroom	I	S	2/24/10	NA	Observed foul order, unclean, sink falling from mount, leaking spicket, no paper towels, poor ventilation within the restroom, missing one stall door. Temperature measured 85 °F with a relative humidity of 72 %.	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 restrooms to be kept clean and in good repair. The SSC also requires restrooms to be properly ventilated. The SSC requires single-service paper towels to be provided and made available at all times.	Address all discrepancies 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. Frequent checks of this particular restroom should be conducted as each time I have visited such restroom, the same or similar problems were observed.

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	Cafeteria girls restroom	I	S	2/24/10	N/A	<p>Observed one toilet not working properly, no toilet tissue, toilet tissue dispensers in disrepair, one toilet bowl without seat cover, sink falling from mount, no paper towel, and ceiling leak.</p> <p>Temperature measured 85 °F with a relative humidity of 72 %.</p>	<p>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 restrooms to be kept clean and in good repair. The SSC also requires restrooms to be properly ventilated. The SSC requires single-service paper towels to be provided and made available at all times. The SSC requires restroom equipment to be maintained and in good repair.</p>	<p>Address all discrepancies 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>
	Cafeteria dining area	I	S	2/24/10	N/A	Inadequate ventilation.	<p>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 room 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 as soon as possible. In the alternative, provide additional fans, other mechanical devices, or open windows (with proper screening in place) in order to properly ventilate the room.</p>

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	Cafeteria	I	S	2/24/10	NA	Observed air curtain rusty and not working.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The Rules and Regulations relative to eating and drinking establishments requires equipment to be maintained and in good working order.	Address and rectify immediately in order to come into compliance with the law.
	Campus	I	S	2/24/10	NA	Insufficient number of urinals.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. For sanitary purposes, the SSC requires 1 urinal for every 30 males. Based on the male student population of 361, approximately 12 urinals are required. However, only three urinals are available. <b>NOTE:</b> The school was cited for this issue in the March 2009 DPHSS inspection report.	Address and rectify immediately in order to come into compliance with the law. Additional urinal facilities may need to be constructed in order to meet the male student population. While it may be beyond the school's control when an increase in student population occurs, the school is still required to comply with regulations concerning the urinal to male student population ratio in any such increase. As such, I would recommend that the necessary parties from DOE and DPHSS meet to discuss this issue and determine whether or not consideration would be given in allowing existing water closets to be designated as urinals provided such designation does not affect the required water closet to male student ratio. If this can be achieved, then perhaps such consideration should be recognized. If any such designation is not realized, the school would need to expend funds to install at least 9 additional urinals on campus. Such installation would cause DOE to incur additional costs which may possibly be avoided or at least minimized if some of the water closets could properly be designated as urinals.
	Campus	I	S	2/24/10	NA	Observed Class Two stand pipe Fire hose cabinets in disrepair. Observed some of the hoses possibly filled with water.	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 well maintained and in good repair. <b>Note:</b> This issue was pointed out by GFD in the March 2009 inspection and has yet to be corrected. During the February 2010 inspection, it was observed that some of the hoses are filled with water which could present a safety concern.	Address and rectify immediately in order to come into compliance with the law. According to GFD, such equipment must either be serviced, repaired, and/or replaced. If the equipment is repaired, the device must be tested and certified by a licensed contractor.