



March 18, 2010

Memorandum

TO: Superintendent of Education

FROM: Education Suruhanu

SUBJECT: Simon Sanchez High School Inspection

3/18/2010  
30-10-0234

Dear Dr. Bretania Underwood:

Attached to this memorandum is an inspection report identifying discrepancies discovered during an inspection of the Simon Sanchez High School campus that occurred on March 18, 2010. The inspection was conducted 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 assess all other classrooms and school facilities in order to identify any other discrepancies and perform corrective action accordingly.

In addition, please be advised that the student common use restrooms need to be monitored more frequently as they were all in desperate need of attention for a variety of issues as you can see from the inspection report. In addition to the private vendor custodial personnel monitoring the restrooms, I would recommend that school personnel also be assigned to monitor common use restroom activity as necessary focusing such efforts during the breaks and/or at other times when a majority of the students are not in the classrooms. It is very important to keep the restrooms provided with adequate amounts of sanitary supplies at all times, that the restroom are cleaned as necessary, and that the restroom equipment remain in good repair at all times. Such efforts are necessary to ensure the best possible sanitary conditions for all students.

Please submit to my office, in writing, GDOE's plan to rectify each of the discrepancies identified in the inspection report, including but not limited to the measures taken or to be taken to rectify each discrepancy and the time frame in which any such discrepancy was rectified or will be rectified. Please submit such requested information to my office immediately.

If you have questions, please do not hesitate to contact my office.

Respectfully submitted,

  
Dominic Terlaje

**Attachment:** OES inspection report

**cc:**

Honorable Speaker, 30<sup>th</sup> Guam Legislature  
GEPB Chairman  
Billy Cruz, GDOE Facilities and Maintenance Manager (via email)  
Simon Sanchez School Administration (via email)  
Ron Carandang DPHSS (via email)

1704

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

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

<b>School Representative:</b> Mrs. San Nicolas, Principal <b>Date of Inspection:</b> March 18, 2010 <b>Weather Condition:</b> Cloudy and warm with some rain <b>Student population:</b> 1850 <b>Custodial services:</b> Third party vendor provides services daily. No GDOE custodians or maintenance personnel permanently assigned to the school.	<b>Name of School:</b> <b>Simon Sanchez High School</b>
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No.	Location	14 Pt.	Type of Citation: PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu	Citation Date	D e m e r i t s	Finding	Comments	Recommendations
	Boys 1st floor common use restroom main campus	i & l	S	4/18/10	N/A	Observed the following: No paper towels provided, no paper towel dispenser, no toilet tissue dispensers, toilet tissue not mounted into dispenser, no soap provided, and no soap dispenser.	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 proper sanitation including clean restrooms. The School Sanitation Code (the SSC) requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC also requires all sanitary dispensers to be in good repair. The SSC requires all areas be maintained in a clean, safe, and sanitary condition and kept in good repair. According to school officials, restrooms are subjected to frequent episodes of vandalism and destruction of various dispensers and equipment within each restroom. The vandalism and/or destruction occurs almost as quickly as the items are replaced or repaired.	Repair, replace, and/or install any and all necessary sanitary dispensers in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.
	Exit door at 2C	l	S	4/18/10	N/A	Observed one of the doors in disrepair.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires doors to be kept clean and in good repair. The SSC requires all areas, facilities, and equipment to be maintained in a clean and safe condition and kept in good repair.	Repair and/or replace door in disrepair immediately in order to come into compliance with the law.

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1	Girls common use restroom 2nd floor near room 231.	i & l	S	4/18/10	N/A	Observed the following: No soap provided, no soap dispenser, toilet tissue not mounted into dispenser, toilet tissue dispensers in disrepair, and no lid on trash container.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. Ensure that a trash container with proper lid is provided. The SSC requires all areas be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.

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	Girls common use restroom 2nd floor by band room.	i & l	S	4/18/10	N/A	Observed the following: toilet tissue dispensers in disrepair or missing, toilet tissue not mounted into dispenser, burned out light bulbs, no lid on trash container.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. Ensure that a trash container with proper lid is provided. The SSC requires all areas be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.
	204	l	S	4/18/10	N/A	Observed water fountain not properly secured to the wall.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires equipment to be in maintained in a clean and safe condition and kept in good repair.	Water fountain mounting should be assessed and should be properly secured immediately in order to come into compliance with the law.

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1	Campus	1	S	4/18/10	N/A	Observed the annual service date for several fire extinguishers has expired.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires all equipment to be maintained and kept in good repair. GFD requires fire extinguishers to be provided and properly serviced. Schools should not transfer fire extinguishers from one school to another where the transferring school would be left without a sufficient amount of working fire extinguishers as a result of such transfer.	Fire extinguishers must be properly serviced and a sufficient amount must be made available to the school in order to come into compliance with the law. The DOE Safety Office should develop a master list of all the schools, log the annual service dates for all fire extinguishers, and provide reminders to school officials in advance of the annual service expiration date of any such fire extinguishers. In addition, the DOE Safety Office should coordinate with the fire extinguisher vendor well in advance of the expiration date of the fire extinguishers or when fire extinguishers are reported in disrepair in order to ensure that a sufficient amount of properly working fire extinguishers are available in the schools. Proper planning and scheduling should be a priority concerning the availability of working fire extinguishers to ensure that student safety is not compromised.

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	2nd floor boys common use restroom near choir room	i & l	S	4/18/10	N/A	Observed the following: toilet tissue dispensers missing or in disrepair, toilet tissue not mounted into dispenser, missing stall door, damaged stall partition, and opening in ceiling exposing electrical wire/chord.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC requires all areas be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.
	Stairway ceiling near choir room	l	S	4/18/10	N/A	Missing ceiling tiles.	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 kept clean and in good repair.	Install appropriate ceiling tiles immediately in order to come into compliance with the law.

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Exit double door by butler stair case	1	S	4/18/10	N/A	Observed lack of self-closing door device.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires entry/exit doors to be provided with self-closing door devices and such equipment should be maintained in good repair.	Install appropriate self-closing door device on such doors immediately in order to come into compliance with the law.
Boys common use restroom (Butler area)	i & l	S	4/18/10	N/A	Observed the following: all sink P-Traps were in disrepair, toilet tissue dispensers in disrepair or missing, toilet tissue not mounted into dispenser, stall door removed from hinge and placed against restroom wall.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC requires all equipment to be maintained in good repair. The SSC requires all areas to be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers and/or other equipment in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.

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	Girls common use restroom (Butler area)	i & l	S	4/18/10	N/A	Observed that such restroom door was locked. According to school official, the entry door is jammed.	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 proper sanitation including clean restrooms. The SSC requires that all restrooms remain open and available to students for the entire school day in order to ensure a sufficient amount of facilities are made available for the student population.	Restroom should be accessible throughout the entire school day in order to accommodate the student population.



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	302, 311, 319, 401, 402, 403, 404, 405, and 407	f & l	S	4/18/10	N/A	<p>Observed that the A/C units were not working and that each room was inadequately ventilated or there was poor air circulation especially in rooms 311 and 302.</p>	<p>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. 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 85 ° F inadequate. In the event a classroom temperature measures above 85 ° 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. <b>Note:</b> Room 407 has been without working air conditioning since September 2009 and it has been reported with follow ups. In addition, according to the Principal, the teacher in room 402 has a medical condition that may be adversely affected as a result of a poorly ventilated classroom.</p>	<p>Ventilation through mechanical or natural means must be improved in order to come into compliance with the law. Additional fans or other mechanical devices should be provided in the event the A/C unit cannot be repaired immediately. A/C unit filters should be cleaned on a regular and ongoing basis or as necessary. DOE must respond timely to reports of such discrepancies in order to ensure the continued operation of such facility. Additional A/C vendors should be contracted in order to adequately address the numerous A/C problems reported. Four different A/C vendors should be contracted with a different vendor being assigned to one particular school district. If conditions cannot be improved immediately, the students will need to be re-located to a more suitable room as necessary.</p>

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1	Girls common use restroom (Science area)	i & l	S	4/18/10	N/A	Observed the following: No soap provided, no soap dispenser, toilet tissue not mounted into dispenser, toilet tissue dispensers missing or in disrepair, and no lid on trash container.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC requires all equipment to be maintained in good repair. The SSC requires all areas to be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers and/or other equipment in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.

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	Boys common use restroom (Science area)	i & l	S	4/18/10	N/A	Observed the following: no paper towels provided, no soap provided, no soap dispenser, toilet tissue not mounted into dispenser, toilet tissue dispensers missing or in disrepair, all three sink P-Traps broken (mop bucket used to collect sink drain water), hole in wall in urinal section, and urinal leaks when flushed.	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 proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC requires all equipment to be maintained in good repair. The SSC requires all areas to be maintained in a clean, safe, and sanitary condition and kept in good repair.	Repair, replace, and/or install any and all necessary sanitary dispensers and/or other equipment in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.
	308 outside (Butler area)	i	S	4/18/10	N/A	Large hole in ceiling.	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 kept clean and in good repair.	Repair hole in order to come into compliance with the law.

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	307 (Butler area)	I	S	4/18/10	N/A	Portion of gutter missing and wood panel in disrepair.	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 kept clean and in good repair.	Repair and/or replace gutter and wood panel in order to come into compliance with the law.
	Barn classroom	I	S	4/18/10	N/A	Bottom of entry door in disrepair.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires doors to be kept clean and in good repair.	Repair and/or replace the door in order to come into compliance with the law.
	415	I	S	4/18/10	N/A	Paint peeling and A/C filters need cleaning.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls and ceilings have surfaces of light color and flat finish, and shall be kept clean and in good repair. The SSC requires all equipment be kept clean and in good repair. Dirty A/C filters may negatively affect the operation of the A/C unit.	Repaint as necessary in order to come into compliance with the law. Perform frequent cleaning of the A/C filters.

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	Fast track awing	1	S	4/18/10	N/A	Observed leaks from the ceiling onto walk way, mold/mildew at various locations, and observed rotted wood at various locations.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires walls and ceilings have surfaces of light color and flat finish, and shall be kept clean and in good repair. The SSC requires all areas to be maintained in a clean and safe condition and kept in good repair.	Repair and/or replace affected areas as necessary in order to come into compliance with the law.
	Gym	1	S	4/18/10	N/A	Roof leaks.	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 kept clean and in good repair. The SSC requires all areas to be maintained in a clean, safe, and sanitary condition and kept in good repair.	Roof leaks should be repaired immediately in order to come into compliance with the law.
	Gym	1	S	4/18/10	N/A	Shower heads leaking.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. The SSC requires equipment to be in maintained in a clean and safe condition and kept in good repair.	Shower heads should be repaired and/or replaced immediately in order to come into compliance with the law.

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School Inspection Report

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

<b>School Representative:</b> Mrs. San Nicolas, Principal <b>Date of Inspection:</b> March 18, 2010 <b>Weather Condition:</b> Cloudy and warm with some rain <b>Student population:</b> 1850 <b>Custodial services:</b> Third party vendor provides services daily. No GDOE custodians or maintenance personnel permanently assigned to the school.	<b>Name of School:</b> <b>Simon Sanchez High School</b>
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No.	Location	14 Pt.	Type of Citation: PH=DPHSS, F=Fire Dept, E=EPA, S=Suruhanu	Citation Date	D e m e r i t s	Finding	Comments	Recommendations
1	Gym restrooms	1	S	4/18/10	N/A	No toilet tissue, no soap, dispensers in disrepair.	<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) (i) requires schools to provide proper sanitation including clean restrooms. The SSC requires all sanitary supplies and their dispensers to be provided in the restrooms and made available at all times. The SSC also requires any sanitary dispensers to be in good repair. The SSC allows for the use of a heated air hand-drying device in place of single-service towels. The SSC requires all equipment to be maintained in good repair. The SSC requires all areas to be maintained in a clean, safe, and sanitary condition and kept in good repair.</p>	<p>Repair, replace, and/or install any and all necessary sanitary dispensers and/or other equipment in order to come into compliance with the law. Student restrooms must be provided with sanitary supplies and placed within the proper dispenser 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. An effective method of monitoring restroom activity must be developed and implemented accordingly to ensure that the restrooms remain in a clean and sanitary condition and kept in good repair at all times.</p>

Government of Guam  
Office of the Education Suruhanu (OES)  
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1	Cafeteria	1	S	4/18/10	N/A	Observed that the kitchen fire suppression system in the kitchen is expired.	P.L. 28-45 § 4 (12) (l) requires schools to provide a healthful, safe, and sanitary learning environment. GFD requires fire suppression system to be properly serviced within the time frame provided for such system. The service tag indicates that the system was serviced in August 2009 and that such system expires 12 months from such date. However, according to a representative from Tech Plus, such system has a 6 month service interval and that the 12 month expiration date on the tag may have been punched in error. Therefore, the system should have been re-serviced at the end of February.	The fire suppression system must be re-serviced and/or re-certified immediately in order to come into compliance with the law. The DOE Safety Office should develop a master list of all the schools where kitchen fire suppression systems are installed and provide reminders to school officials in advance of the expiration date of any such system. In addition, the DOE Safety Office should coordinate with the fire suppression system vendor well in advance of the expiration date of the fire extinguishers in disrepair in order to ensure that such systems are in good working order. Proper planning and scheduling should be a priority concerning such system to ensure that cafeteria workers and student safety is not compromised.