

# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



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**VIA EMAIL**  
July 1, 2022

Honorable Donna Frett-Gregory, President  
34<sup>th</sup> Legislature of the Virgin Islands  
Capital Building  
P.O. Box 1690  
St. Thomas, VI 00804

Dear Senator Frett-Gregory:

In accordance with 17 VIC 24, please find enclosed the 20th Virgin Islands Board of Education's (VIBE) School Management Accountability (SMAR) report for the 2021 – 2022 Academic year for your review and advocacy to address many of the pressing and continued issues in public education. Note that the VIBE was unable to consult with the Commissioner of Education prior to the June 15<sup>th</sup> reporting deadline regarding the administrative, guidance, and counseling deficiencies, and test scores and statistics for dropouts, attendance, college entrance, and vocation program entrance due to missing or lack of information made available.

During the reporting period, the VIBE reviewed documentation submitted by the Virgin Islands Department of Education (VIDE) related to this report, namely, operations project timelines, their need for possible revisions to budgetary requirements due to increasing maintenance/repair costs, the maintenance related positions needed to support projects through completion, and the status of the new and existing school projects. The VIBE also reviewed reports developed by the coordinating agencies as the code mandates based on walk-throughs conducted.

Our School Plants and Facilities committee, the VIBE staff, and all public-school administrators, faculty, staff, students, and parents are to be commended for their indelible contributions throughout the reporting period in providing relative and factual information. Given the VIBE's observations during school visits and the information included in this report, we request your support to champion the expeditious repair and maintenance of public schools in the Territory prior to the August 2022 school reopening date.

## MISSION STATEMENT

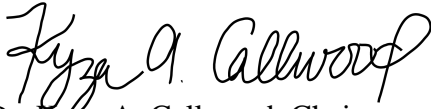
The mission of the Virgin Islands Board of Education is to provide leadership and oversight, set policy and advocate for continuous improvement of the Public Education System of the Virgin Islands of the United States.

## VISION STATEMENT

Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.

It is essential to express that the rise and fall of public education are motivated by the collective responsibility taken and contributions made through dedication and commitment by all stakeholders, including students, teachers, parents, administrators, public officials, unions, and community partners. Each group of persons must analyze the recommendations provided by VIBE and help us carry the torch to make positive and required changes needed for education excellence, mission-based leadership, and strategically-driven governance to improve the quality of public education in the Territory.

Sincerely,



Dr. Kyza A. Callwood, Chairman  
20th Board of Education



Emmanuella Perez-Cassius, Chairperson  
VIBE School Plants & Facilities committee

Enclosure

cc: Members of the 20<sup>th</sup> VI Board of Education  
Stephanie J. Berry, PhD Executive Director

# 2021-2022 SCHOOL MANAGEMENT ACCOUNTABILITY REPORT



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VIRGIN ISLANDS BOARD OF EDUCATION





# Members of the 20th Virgin Islands Board of Education



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**Member**



# CONGRATULATIONS



*Featured Mural by Art Students & Teachers*



## **STATUTORY AUTHORITY**

### **17 V.I.C. § 24 (2016)**

#### **§ 24. School Management Accountability**

#### **GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION**

- a) The Board of Education shall:
  - 1) in consultation with the Department of Education, conduct a thorough annual assessment and evaluation of all public school facilities, school guidance division, and school administration in the territory;
  - 2) (A) in consultation with the Commissioner of Education, develop and adopt the standards and guidelines for conducting a comprehensive annual inspection, assessment all public-school facilities, school administrations and school guidance divisions in the Territory; and  
  
(B) in consultation with the Department of Health Environment Division, the Department of Labor (OSHA) and the Department of Planning and Natural Resources make certification prior to the commencing of every school year that all public schools inspected are environmentally safe.
  - 3) utilize the services of the Departments of Planning and Natural Resources, Public Works, Health, Environmental Health Division, Occupational Health and Safety (OSHA) to carry out the provisions of this section. These departments shall submit a report as provided in subsection (d) of this section which shall include:
    - A. the identification of the major maintenance needs of the school;
    - B. the schedule for completing maintenance; and
    - C. the cost estimates for major maintenance.
- b) The Board of Education and the Commissioner of Education shall develop a schedule and proposed timeline for addressing areas of concern identified through the inspection, assessment, and evaluation process.
- c) The Board of Education, based upon the assessments made under the provisions of this section, shall make recommendations to the Legislature and the Governor, and seek and secure funding for the timely and expeditious repair and maintenance of public schools in the Territory.
- d) The Board of Education, in consultation with the Commissioner of Education, shall make recommendations to the Legislature and the Governor through an annual report of its findings and recommendations based on the inspections conducted under the provisions of this section no later than June 15 after the close of the school academic year. The report shall include:
  - 1) findings of administrative deficiencies and the recommendations for addressing the deficiencies.
  - 2) findings of guidance and counseling deficiencies and recommendations for addressing the deficiencies; and
  - 3) identification of strengths and weaknesses of each school to include achievement and standardized test scores and statistics for dropouts, attendance, college entrance and vocation program entrance.



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## **Introduction**

The Virgin Islands Board of Education (VIBE or the Board) annually submits the School Management Accountability Report (SMAR) to the Virgin Islands Legislature in accordance with VIC Title 17 Chapter 3.24. This year's submission marks the 16<sup>th</sup> edition of this report. The VIBE has created this report to provide all VI stakeholders with critical data about the infrastructure of the Virgin Islands public school system. It must be clear the SMAR is not a report on the state of public education. Instead, it is an assessment based on available data concerning the territory's public schools and VIBE annual walkthroughs. As such, the scope of this report is limited to legislative recommendations for evaluating all public school facilities, school guidance divisions, and school administration in the territory.

The SMAR highlights information collected throughout the 2021-2022 school year and reflects the dedicated work of the VIBE, specifically the Schools, Plants, and Facilities Committee, to conduct multiple and thorough site visits of the territory's public schools. The purpose is to assist lawmakers, VI Department of Education (VIDE) officials, and the Bryan/Roach Administration in making informed evaluations of the territory's public school facilities, school guidance, and school administration.

It is important to note, that the agencies included in the SMAR legislation must evaluate school readiness and deficiencies and prioritize their responsibilities to the public education system of the Virgin Islands. The reports submitted to the VIBE are systemically and historically deficient and do not reflect a true and accurate assessment of our public school facilities within the context of their jurisdictional authority. All public school facilities throughout the Virgin Islands are in varying stages of disrepair. Given the age of our schools and the decades of inconsistent maintenance practice, process, and progress, the territory must realistically reimagine its public school facilities.

## **Report Structure**

The SMAR includes four sections: 1) the VIBE's School Site Summary, 2) school administrations overview for both districts, 3) a school guidance summary and 4) the VIBE's recommendations. The report also includes 2021-2022 correspondence between the VIBE and the VIDE on SMAR related areas, the VIBE's overview and recommendations for administrators, legislators, and community stakeholders. At the time of this report, the VIBE did not have information from the VIDE on the Principals' report on their respective schools, including the guidance counseling division and students' academic progress during the 2021-2022 school year. The appendix includes reports received from the VIDE and two of the five ancillary agencies (listed in the VI Code). The agencies were asked to perform a comprehensive assessment and evaluation of all public schools, as applicable under the purview of their agency, and provide their findings and recommendations to be included in the School Management Accountability Report.

## **Section 1. VIBE School Site Summary**

The 20<sup>th</sup> Virgin Islands Board of Education (VIBE), through its Schools Plants and Facilities (SPF) committee, provides information below based on its members' school walk-throughs, ancillary agency reports, and the VI Department of Education's (VIDE) responses to inquiries. This section also highlights the committee's work performed during the 2021-2022 academic school year.

### **School schedule**

Based on the VIDE's response dated 1/28/22 (appendix A), effective March 14, 2022, territorially:

- All students in grades Pre-Kindergarten through 12th grade would attend classes five days a week.
- Students enrolled in the Virgin Islands Virtual Academy (VIVA) would remain virtual.
- Extensive 21-day cycle of on-site vaccinations for students, parents, faculty, and staff. The schedule described both first and second doses, by school clusters, throughout four (4) sessions. The Department of Health (DOH) would administer the Pfizer vaccine via the mobile vaccination team and anticipated additional support to perform testing.



- On-site vaccination stations were observed.

### **School site maintenance findings**

School site maintenance is a continual process that requires a more accountable effort between auxiliary agencies and the VIBE. The current approach provides many voids. For example, Principals forwarded repair requests to the maintenance division with no ability to track progress or estimate completion date. VIBE management controls contracted projects; however, the school administrators' role in planning appears ambiguous, and they are not notified when contractors are scheduled to execute work systematically. Further complications occurred because the school sites are aging facilities; that normal wear and tear come with the daily use of the facilities. However, this does not contribute to other areas of neglect that include lack of adequate storage, fire safety hazards, leaks, lighting, and deep cleaning. The issues requiring attention include replacing ceiling tiles, restroom faucets, toilets, and kitchen equipment (including walk-in coolers and freezers), painting, landscaping, light fixtures, air conditioner maintenance and storage, roof leaks, electrical repairs, and carpentry. The territorial school site findings reported herein was broken down into two tables based on three walkthroughs conducted by the VIBE throughout the 2021-2022 school year. Section 1-C provides a glance interpretation of school site findings.

By way of background, Title 17, Section 24 of the Virgin Islands Code, subsection (a)(3), allows the VIBE to utilize the services of the Departments of Planning and Natural Resources, Public Works, Health, Environmental Health Division, Occupational Health and Safety (OSHA), and Fire Service to carry out the provisions of this section. On March 11, 2022, the VIBE wrote to these departments to remind them of the statute and requested that they submit a report as provided in subsection (d), which must include:

- A. the identification of the significant maintenance needs of the school;
- B. the schedule for completing maintenance; and
- C. the cost estimates for major maintenance.

The Arson and Fire Prevention Officer in the St. Croix district submitted a thorough report of the current school site conditions, including OSHA violation findings. The St. Croix District's health inspection conducted by the Department of Health's (DOH) Environmental Health division and the Child Care and Regulatory Services office provided reports on most school sites. The review focused on facilities operation, infection control, and food and water safety. This inspection occurred in September 2021. The St. Thomas/St. John district's Environmental Health division also responded to complaints against the School Food Authority during the 2021-2022 school year. The health inspections performed focused on the area of food service. The kitchen inspection occurred between July and September 2021. The DOH also observed the School Food Authority and received formal complaints from concerned citizens stating foul smells were coming from the yard where trailers sit. DOH found numerous infractions and compliance orders were presented to the School Lunch Authority on 8/23/21. On 9/27/2021, DOH conducted a follow-up inspection, and the School Lunch Authority received a full compliance confirmation. Also, it is essential to note that DOH did not report on every school in the St. Thomas/St. John district. No other reporting agency complied with the VIBE's request in the St. Thomas/St. John and St. Croix districts; therefore, the charts are incomplete. Furthermore, through the Office of Disaster Recovery (ODR), the VIBE also requested information believed to be available from federal agencies responsible for determining financial awards to the VIBE for school plant maintenance projects (i.e., scope of work for significant maintenance needs, cost estimates of major maintenance, and project schedule updates). ODR did not respond to the VIBE's request.

Reviewers of this report can find detailed walkthrough inspection forms, St. Croix Fire Services, and the Department of Health's reports in the appendix (B and C, respectively).

## Section 1-A. VIBE concerns & recommendation

### General

- The time it takes to communicate with VIDE through request and reply, including VIBE's follow-up on incomplete responses from the VIDE remains a challenge. The VIBE's requests should be prioritized, especially those related to health, safety, security and regulatory compliance.
- School Principals' and the VIBE's inability to monitor progress online tremendously affects accountability in monitoring and evaluating progress with repairs at each school site. The VIDE reported the implementation of an online maintenance system, which should be accessible to all school site administrators. It is expected that this system will facilitate accurate responses to the VIBE's requests for information regarding maintenance of school plants and facilities.
- There is no dedicated funding source or line item budgets for maintenance sustainability. Unclear planning and agency expectations hamper maintenance implementation and project completion in both districts. The maintenance budget shortfalls regularly affect school facility maintenance projects and VIDE facilities' upkeep and safety. The VIBE continues to support the establishment of a maintenance budget for each school in both districts.
- The consolidations of sites to house large numbers of students, staff, and faculty in schools are inadequate to safely accommodate large populations and impacts modern, clean, adequately equipped environments.
- There are no reports to confirm that there was testing of air and water for each school site as required annually to be performed by the Department of Labor's Occupational Safety and Hazard Administration (OSHA) and the Department of Planning and Natural Resources (DPNR) per the VI code. Therefore, environmental concerns remain unaddressed.
- Based on a review of the updates on maintenance projects provided by the VIDE, there was no clear explanation for the reprogramming of federal funds once a project was deemed complete. Given the apparent backlog of projects without set completion dates, updated information regarding federal fund expenditures for school plants and facilities is needed on a consistent basis.
- There is no specific detailed rollout plan for 2022 summer repairs for reopening the new school year.
- There is no dedicated plan for upkeep of school equipment such as vehicles, air conditioners, kitchen, and vocational equipment
- Inadequate number of maintenance staff in each district: 32 St. Croix district, 26 St. Thomas/St. John district (i.e., insufficient number of electricians, plumbers, carpenters)
- Specific locations for maintenance warehouse and office space are needed in the St. Thomas/St. John district.
- Lack of timely receipt of imprest funding to school administrators results in site disparities.
- There is a need for the establishment of an interagency school plant construction, maintenance, and capital project reporting and tracking process, to improve project completion accountability.
- Vast disparities in site upkeep between the districts could be addressed by establishing reporting processes.
- St. Croix Central High School and John H. Woodson Jr. High school were reopened without VIBE certification in violation of 17 V.I.C. § 24(a)(2)(B)
- In the absence of school principal reports, there can be no determination as to the school plant needs, and the impact of consolidating schools on administration, guidance counseling and maintenance.
- There is no data presented that delineates implementation (and evaluation) of strategies and programs facilitated through the guidance counseling division, which the Department purported to have been done throughout the school year to address matters such as social emotional mental health, behavioral concerns, academic transitions resulting from the pandemic, virtual learning and school consolidation.



## **Safety & Security Concerns**

The VIDE's facilities unit asserted that their approach "has been to conduct thorough assessments of these facilities and create a plan to address those critical needs that affect safety and security issues." The VIBE visited some school sites on 6/3/2022 to identify the level of preparation campuses have to address such challenges as school fighting, active shooters on campus, student earthquakes, and fire drills. Safety issues are a significant concern particularly with the merger of school campuses in both districts. There is no evidence of a clear plan to address the excessive school fights and school safety. The security challenges inherent in the territory's open campuses are further exacerbated by down fence lines, broken doors, and gates.

Concerns identified on school campuses include:

- School intercoms are either missing or non-existent throughout the entire campus.
- Walkie talkies are available but not adequate to assist with large scale incidents
- School Cameras are non-operational since 2017 hurricanes.
- Limited, inadequate number of School Monitors are available
- Limited drill practices specifically for active shooter lock downs, and earthquakes
- The emergency response plan is not posted on campuses nor accessible to all school populations.
- Campuses still have inadequate lighting and open perimeters that are not supervised but are easily accessible to outsiders during the school day. The new Charlotte Amalie High School (CAHS) Annex, for example, is easily accessible to outsiders, has inadequate security personnel, and is enclosed by glass without blinds or shutters.

## **Section 1-B. Reporting Agency Overview**

The VIBE reviewed the responses to the previously mentioned requests to all ancillary agencies listed in the VI Code for a comprehensive assessment and evaluation of all public schools. Tables 1 and 2 below provide a high-level review from two of the five ancillary agencies who responded. The VIBE will follow up with the respective reporting agencies to receive a status on the noncompliance areas identified and the missing schools.

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## St. Croix District

SCHOOL SITE	FIRE SERVICES	ENVIRONMENTAL HEALTH
Pearl B. Larsen Pre-k-8th		9/2/21 <ul style="list-style-type: none"> <li>• The drain in the back of the kitchen needs to be fixed and more secure</li> <li>• Kitchen area needs weather strips around all the doors</li> <li>• Kitchen back door needs to be replaced with new door</li> <li>• Ice cooler needs to be replaced, rust contaminates ice, dumpster need covers</li> <li>• Mold was present around cooler doors</li> <li>• standards met</li> </ul>
Juanita Gardine Pre-K-8th	4/22/22 The auditorium occupancy is 537 fixed seating	09/2/21 <ul style="list-style-type: none"> <li>• Outdoor equipment/ fence/playground need repair</li> <li>• Interior building Ceiling integrity needs repair</li> <li>• Drinking fountain need cleaning no adequate filters</li> <li>• Ice Machine rusty</li> <li>• Ceiling and floor have area to seal to avoid rodents</li> <li>• Meet Standards</li> </ul>
Lew Muckle Kg-6th		07/27/2021 <ul style="list-style-type: none"> <li>• Need outlet protectors to avoid electrical shocks</li> <li>• Need first aid kits</li> <li>• Need stools in Bathrooms for toilet/sink access</li> <li>• Meet Standards</li> </ul>
Ricardo Richards Kg-6th		9/2/2021 <ul style="list-style-type: none"> <li>• Open pipe needs a mesh covering, doors need to close with a tight fit to avoid rodents.</li> <li>• Paper towel needed at hand washing station</li> <li>• Breeding pest sites in upstairs storage room</li> <li>• Pre-K Classrooms need outlet covers</li> <li>• Met Standards</li> </ul>
Alfredo A. Andrews Kg-6th	No report received	No report received
John H. Woodson Jr High	No report received	No report received
St. Croix Central High School	4/22/22	9/02/2021 No action needed - Standards met



SCHOOL SITE	FIRE SERVICES	ENVIRONMENTAL HEALTH
	<ul style="list-style-type: none"> <li>Smoke detectors are outdated and needs to be replaced intercom system, works on the campus, but not at the modular or the</li> <li>exhaust hood system in the kitchen does not work and has reached its outdated status.</li> <li>down spouts, and drainage systems, along with a leaking roof system at the corridors the campus floods at certain locations, creates a fall hazard.</li> </ul>	
St. Croix Educational Complex High school	<p>4/22/22</p> <ul style="list-style-type: none"> <li>Auditorium Occupancy count 320 The Gym is at 735 emergency lights did not illuminate during testing</li> <li>Smoke detectors are still needed throughout the facility classrooms with missing light switch, and outlet covers.</li> <li>Exit signage and smoke detectors are still needed at rooms E-100 through E-104.</li> <li>The entire facility has copper pipes leaking, with patch work all over the ceiling of the structure.</li> <li>Doors that were found locked, was because of the panic bar system on the left double door is not operable.</li> <li>The down spouts, and spout systems are damaged which creates flooding at the school hallways at the vocational section of nursing.</li> </ul>	<p>9/02/2021</p> <ul style="list-style-type: none"> <li>Door strips need replace.</li> <li>Recommend Rodent free seal</li> <li>Standards met</li> </ul>
Eulalie Rivera Pre-kg-8th	No report received	No report received
Claude O. Markoe Pre-K-6th	<p>4/22/22</p> <ul style="list-style-type: none"> <li>Auditorium occupancy count is at 312</li> <li>The school does not have a working generator and does not have smoke detectors</li> <li>The kitchen has one outdated fire extinguisher</li> </ul>	No report received

**Table 1. Overview of ancillary departments who provided a report for St. Croix district**

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## St. Thomas/St. John District

SCHOOL SITE	FIRE SERVICES	ENVIRONMENTAL HEALTH
Lockhart PreK-6th	No report received	7/26/2021 Noncompliance area: cold holding temperature <ul style="list-style-type: none"> <li>• Adequate handwashing sinks access</li> <li>• Procedures for responding to vomiting and diarrheal event</li> <li>• Water &amp; ice from approved source</li> <li>• Hot &amp; cold water available/adequate pressure</li> <li>• Facilities needed cleaning, fix freezer fans, leaking ceiling, ventilation need repair</li> </ul>
Ulla Muller Pre-K-6th	No report received	9/7/2021 Noncompliance Areas: <ul style="list-style-type: none"> <li>• Adequate handwashing sinks access</li> <li>• Procedures for responding to vomiting and diarrheal event</li> <li>• proper cold holding station</li> <li>• Physical facilities installed, maintained &amp; cleaned</li> <li>• Back entrance to kitchen has dripping from the roof</li> </ul>
Joseph Gomez Kg-6th	No report received	07/27/2021 Noncompliance Areas: <ul style="list-style-type: none"> <li>• Need outlet protectors to avoid electrical shocks</li> <li>• Need first aid kits</li> <li>• Need stools in Bathrooms for toilet/sink access</li> <li>• Adequate handwashing sinks access</li> <li>• Procedures for responding to vomiting and diarrheal event</li> <li>• Safe ice and water source</li> <li>• insects, rodents &amp; animal present</li> <li>• Utensils and equipment not stored</li> <li>• No proper back flow devices</li> <li>• Garbage disposed and maintained properly</li> <li>• Vent in prep room needs cleaning</li> <li>• No hot water/ sinks need repair</li> <li>• Cafeteria needs to be treated for pest control</li> <li>• All restrooms need Garbage cans with lids</li> <li>• Windows missing screens</li> <li>• Roof leaks sun light coming through</li> </ul>
Charlotte Amalie High School	No report received	Noncompliance area: cold holding temperature <ul style="list-style-type: none"> <li>• Adequate handwashing sinks access</li> <li>• Procedures for responding to vomiting and diarrheal event</li> </ul>
Bertha C Bochulte Jr High	No report received	9/31/21 Noncompliance areas: cold holding temperature <ul style="list-style-type: none"> <li>• Adequate handwashing sinks access</li> <li>• Procedures for responding to vomiting and diarrhea event</li> <li>• Thermometer not provided/adequate</li> <li>• Hot water not available/low pressure</li> <li>• No adequate ventilation &amp; lighting</li> <li>• hood exhaust not working</li> <li>• Freezer not reading correctly</li> </ul>
Joseph Sibilly preK-6th	No report received	

**Table 2. Overview of ancillary departments who provided a report for St. Thomas/St. John district**

## Section 1-C. 2021/2022 Walkthrough Standard Updates

The observations listed below are based on three walkthroughs conducted throughout the 2021 school year. The chart identifies areas that will be revisited during upcoming walkthroughs and through discussion with the VIDE.

### St. Croix District

PBL	JGES	LMWES	RRES	AARES	JHW	CHS	STXEC	ERES	COMS	POSITIVE CONNECTION
<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-8th</li> <li>More COVID signage needed throughout the campus</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>Air Quality/Water testing</li> <li>Two classrooms in the building were identified as condemned</li> <li>current update on school electrical/plumbing status</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-8th</li> <li>More COVID signage needed throughout the campus</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>Air Quality/Water testing</li> <li>inadequate lighting and open perimeters that are not supervised but are easily accessible to unauthorized persons.</li> <li>current update on school electrical status</li> <li>The Gymnasium was not condemned</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-6th</li> <li>In school Nurse needed</li> <li>Night illumination needs to be addressed</li> <li>There are 4 entrance areas which need to be clearly marked with directions.</li> <li>inadequate lighting and open perimeters that are not supervised but are easily accessible to unauthorized persons.</li> <li>current update on school electrical status</li> <li>Two building identified as condemned</li> <li>Additional staffing request</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-6th</li> <li>More COVID signage needed throughout the campus</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>visible evidence of mold and odor</li> <li>current update on school electrical status</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-6th</li> <li>Air Quality/Water testing</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>Play area was clean but slightly overgrown</li> <li>current update on school electrical status</li> </ul>	<ul style="list-style-type: none"> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>visible evidence of mold and odor</li> <li>current update on school electrical status</li> </ul>	<ul style="list-style-type: none"> <li>Fix exposed outlets next to 1003-1001 wings.</li> <li>Power needed to Modular Building</li> <li>No Gym space on campus</li> <li>Repair or replace ceiling fans in all in-person instruction classrooms</li> <li>Girls' bathroom 900 wing out of order</li> <li>1003 classroom missing louvers</li> <li>800 wing no fire extinguisher charged or updated</li> <li>400 wing girls' bathroom no running water</li> <li>ROTC building needs cleaning and sanitizing</li> <li>Grass in rear or school extremely overgrown</li> <li>ROTC building classes leaking</li> <li>Both Girls/Boys Bathroom in 200 wing out of order</li> <li>Now new A/C in ROTC building</li> <li>visible evidence of mold and odor</li> </ul>	<ul style="list-style-type: none"> <li>current update on school electrical status</li> <li>Air Quality/Water testing</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>inadequate lighting and open perimeters that are not supervised but are easily accessible to unauthorized persons.</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-8th</li> <li>Air Quality/Water testing</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>open perimeters that are not supervised but are easily accessible to unauthorized persons.</li> </ul>	<ul style="list-style-type: none"> <li>Teacher/students Plexi-glass for grades 4th-6th</li> <li>Fix all in-person instruction classroom ceilings</li> <li>Update bathroom facilities by adding toilet paper and hand towel dispensers.</li> <li>Block off condemned spaces from student access</li> <li>Trim trees and grounds inside campus facilities</li> <li>Update in classroom bathroom fixtures, including toilets paper roll and soap dispenser</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>Gym is under capital project since hurricane</li> <li>lifted tiles within the classroom space</li> <li>separation boards between urinals</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Mold</li> <li>Office needs upgrade</li> <li>4 classes leak</li> <li>Limited progress on maintenance in surrounding building</li> <li>Teacher/students Plexi-glass for grades</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>visible evidence of mold and odor</li> <li>current update on school electrical status</li> </ul>

### St. Thomas/St. John District

UMES	YEMBES	JSES	CAHS	JTES	LES/ACIJS	IEKHS	BCBMS	JAGES
<ul style="list-style-type: none"> <li>vacancy for Art, PE, and SPED teachers</li> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> <li>overgrown surrounding playground</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>Mark flooring and signage for students</li> <li>New Kitchen equipment needs installment</li> <li>Water fountains needed</li> <li>Transformer in front of school is a concern/leaking oil</li> <li>Front tables need repainting</li> <li>Teacher/students Plexi-glass for grades 4th-8th</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> </ul>	<ul style="list-style-type: none"> <li>Replace/repair campus surrounding fencing</li> <li>Modular walkway needs resurfacing</li> <li>Large Wasp nesting under modular A/C</li> <li>Block off condemned spaces from student access</li> <li>Air Quality/Water testing</li> <li>visible evidence of mold and odor</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>inadequate lighting and open perimeters that are not supervised but are easily accessible to unauthorized persons.</li> <li>current update on school electrical status</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Water testing</li> <li>visible evidence of mold and odor</li> <li>inadequate lighting easily accessible to unauthorized persons</li> <li>current update on school electrical status</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>No dishwasher/Hot water in Kitchen</li> <li>New equipment in Kitchen needs to be installed</li> <li>No A/C in Cafeteria on Kitchen</li> <li>No fire extinguisher charged in kitchen</li> <li>Air Quality/Water testing</li> <li>current update on school electrical status</li> <li>Lack of school principal and teacher annual evaluations conducted</li> </ul>	<ul style="list-style-type: none"> <li>Air Quality/Water testing</li> <li>Lack of school principal and teacher annual evaluations conducted</li> <li>inadequate lighting and open perimeters that are not supervised but are easily accessible to unauthorized persons</li> <li>current update on school electrical status</li> <li>School cafeteria and kitchen shut down</li> </ul>

## **Section 1-D. VIDE Maintenance Overview - St. Thomas/St. John District**

The Maintenance Division reported sixteen (16) employees, including a supervisor. The St. Thomas/St. John division is a small group. The district experienced a loss of employees due to resignations and retirements. A VIDE Director stated, "It is not easy to find qualified personnel." The primary reason provided was the low pay scale within the Government of the Virgin Islands (GVI) regarding certified technicians. The division would benefit from additional personnel and the VIBE supports requests for legislative funding of these critical positions at rate that is competitive and comparable with industry standards:

- |                     |                           |
|---------------------|---------------------------|
| (2) Carpenters      | (1) Brick Mason           |
| (1) Electrician     | (2) Maintenance Mechanics |
| (4) A/C Technicians | (1) Assistant Director    |
| (2) Plumbers        |                           |

It is imperative that all agencies and educational partners continue to support the VIDE's efforts to secure and repair all school plants and facilities.

## **Section 1-E. VIDE Maintenance Overview - St. Croix District**

While the VIBE did not receive data specific to the St. Croix district, there is a reasonable assumption that the need for certified technicians is true in both districts.

## **Section 2. Administration Report**

During the 2021-2022 school year, VIBE aimed to ensure school readiness with the VIDE for VI students. Constant changes impacted education outcomes in various ways, such as:

- Lack of parental support during reintroduction to in-person learning
- Absenteeism from classes
- Low academic performance
- Social and emotional disconnect
- Challenges accessing technology in cases where parents were not computer literate
- Lost instructional time due to teacher professional development

Additionally, common concerns presented by VIBE were around previously unanswered requests submitted to the commissioner during the 2021-2022 school year, including the receipt of principal reports. The ultimate goal of both the VIBE and VIDE is to deliver a quality educational experience for all students, teachers, and administration. Principal reports details include school staffing, guidance information including special education/early childhood programming, school site maintenance (i.e., alarm systems), regular and hazardous drills, safe working conditions, and incidents. These reports should also include challenges/deficiencies and school improvement plans for the upcoming school year. In September 2021, school administrators, through the commissioner, were required to submit principal reports to the VIBE after the end of the first marking period. During the walkthrough, administrators confirmed all reports were completed. Besides the first request, VIBE, through the SPF committee, has sent three reminders to submit the reports. No reports were received prior to the completion of this report.

On June 2, 2022, the VIDE provided VIBE with information on plans for major changes to take place in all four high schools in the upcoming school year. As a result of the discussion, the Board remains concerned about what was presented, including:

- the implementation of the flexible schedule formats in the absence of adequate staffing and given the short implementation turnaround time once the final plan is completed.



- minimal description of the “hybrid” approach currently in place, the evaluative data collected in SY 2021-2022 and how said data guides the proposed approach for SY 2022-2023, include timeline for implementation.
- Few details on the new program offerings and how (and when) they will be implemented i.e., virtual, in-person, grade levels, scheduling, impact on graduation requirements, etc.
- Lack of promotion/retention data with evaluative summary i.e., what are the recurring themes associated with the 9th grade retention rate of almost 50% and how is this data used to guide the new plan, including support services?
- The need to review the referenced principal master plans and/or any documentation to support the proposed changes to the current block schedule, including documented feedback from principals, irrespective of whether they are in favor or opposed.
- No indication as to documented data, research, or current practice of alternative strategies the Department has used to address root causes of low performance as shown in the slides shared.
- Assuming there are students who did not take assessments i.e., iReady and Smarter Balanced (VIDE slides 4, 5 and 6), what was done to allow those students to participate?
- How is the Department utilizing scorecards, dashboards, reports, and other analytical tools through the iReady and Smarter Balanced testing platforms to support student success?
- Student retention is an indicator of how well a school ensures academic success, and promotion/graduation. What is the current process for evaluating, coaching/mentoring, and when necessary, disciplining under-performing school personnel?
- Based on a data comparison of the maximum class enrollment vs decreasing student population, what realistic impact will this change have on improving the student proficiency data represented in the VIDE’s presentation?

The VIBE has not received a response to requested information. The VIBE needs to review a complete and detailed high school transformation plan to be implemented in the upcoming school year with targeted strategies to address student achievement i.e., Smarter Balanced assessments - more than 70% of students have been performing below proficiency expectations in ELA and over 80% in math for years; and specific measures being implemented to address deficiencies as revealed in the data they presented.

## **Section 2-A. School Based Hours/Virtual Learning**

The school year began on Monday, August 9, 2021, with all students attending classes virtually. On Tuesday, September 7, 2021, in-person learning for students in grades PreK-3rd, CTE students in specific career pathways, and self-contained special education students began; students in grades 4-12 continued learning virtually. On Monday, January 10, 2022, students returned to in-person learning; however, there were students who remained in a virtual classroom.

### **School day hours**

- Six (6) hours for elementary students
- Six and one half (6 1/2, 6.5) for secondary students

### **Student learning options**

- Learn from School: Student receives in-person instruction in a classroom/school building  
In-person learning for grades PreK-3rd, self-contained special education students, and CTE students in specific career pathways began on Tuesday, September 7, 2021 and In-person learning for students in grades 4-12 begun on Monday, January 10, 2022 and 6.5 hours on the secondary level.
- VIVA - Virgin Islands Virtual Academy: Students enrolled in this program learned exclusively online

### **Board concerns about VIVA**

The Virgin Islands Virtual Academy (VIVA) was represented by the VIDE as a pilot program to address teacher shortages and to address the needs of students who may have had underlying conditions preventing them from attending school in-person. VIDE did not inform VIBE that VIVA would be a permanent online school as part of the educational product. On June 7, 2022 (see appendix D), the VIDE discussed VIVA with the VIBE's Professional Staff and Higher Education committee, along with other members of the governing board. The overarching concern is that VIVA is expected to continue with many concerns left unaddressed by the VIDE, to include but not limited to the following:

- The VIDE maintains its position that VIVA is a program, not a school. However, VIDE has assigned VIVA its own administrator(s), counselor, specialist, etc., which are key components within a stand-alone school environment.
- As it pertains to the Smarter Balanced and I-ready assessments, VIDE has not confirmed that VIVA students were allowed go to their home schools to test and that data reports regarding student performance including grades, attendance, and standardized test results, disaggregated by grade level, school, and subject/courses, are available.
- Confirmation from school based principals that the VIVA vendor collaborated with them to build VIVA students' schedules and disseminate them to students.
- There has been no submission of the following important pieces of information on VIVA:
  - principal's and counselor's year end reports for both districts
  - information regarding students who regained access to their home schools schedule upon completion of a semester in the VIVA program or before the end of the year
  - a copy of the VIDE's VIVA personnel's "tool" used to perform virtual observations
  - copies and results of student and parent opinion surveys
  - evaluations of all VIVA teachers
  - submission of data that confirms compliance with existing curriculum and standards utilized by the school students attended prior to VIVA or submission of the actual curriculum and standards utilized by the VIVA vendor
  - target date for upcoming summer project to align CANVAS and PowerSchool
  - explanation as to how students enrolled in VIVA will meet the physical education requirement for graduation
  - submission of the complete plan for elementary inclusion, since the Department indicated that VIVA would expand to include students in K-12<sup>th</sup> grades.
  - clear plan for completion of VI History requirement by the 34 VIVA instructors recently conditionally certified by the VIBE and for ensuring that all online teachers hired by the Proximity Learning contractor are certified and teaching in their area of certification.

### **Board recommendations for online learning**

While VIBE recognizes the value of online learning and embraces the VIDE efforts to provide options and address teacher shortages, the Board requires that VIDE provide critical information on such a major initiative that impacts students' education. There must be frank conversations, genuine collaboration, monitoring and evaluation, and data reports to ensure that our students are getting the best possible learning experiences. Expansion to involve all students from kindergarten can present other challenges that should be given consideration.

VIDE should immediately provide a thorough analysis of VIVA, its challenges and successes, as well as student and staff data so that decisions can be made for continuation and improvements to VIVA. Information already requested from VIBE to include documents as indicated above under Board Concerns must be provided.

Lastly, because all affected school based principals were not able to monitor attendance or academic progress of students who were placed in VIVA, in many instances without principals' knowledge or recommendation, VIVA guidelines must be clearer. There must be confirmation from school principals that recommendations were provided on behalf of students, and above all there must be submission of a clear plan for continuation of VIVA in the 2022-2023 school year including criteria for student acceptance in VIVA, local staffing, VIDE observation and evaluation protocols, access to students' daily attendance and grades by home-based principals, and other issues related to how students will meet promotion and graduation requirements.

### **Section 3 - Guidance Division**

The educational landscape has changed drastically, especially in the Virgin Islands, due to the global pandemic. Guidance is an essential part of supporting each student's attainment of his/her full potential. Unfortunately, there is no data available to the VIBE on guidance division areas for all students i.e., efforts made during the report period to direct academic growth and vocational maturity. Additionally, while far reaching and well articulated, VIBE has been unable to confirm the actual implementations of various social-emotional learning (SEL) and specific academic objectives for each grade level, i.e., self-awareness, social awareness, relationship skills, self-management, and responsible decision-making.

#### **St Croix District - socioemotional wellness programs for students and staff**

The VIDE's St. Croix District has identified the need to implement a Social-Emotional Wellness program to provide our schools the opportunity to reframe instructional outcomes, engage in the process by which children and adults can understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. As outlined by the Collaborative for Academic, Social, and Emotional Learning (CASEL), social and emotional learning (SEL) is integral to education and human development. The district has adopted the CASEL Framework for Districtwide SEL and lays out key district activities for high- quality, systemic implementation of SEL. The district reported that the program goal is to implement Social-Emotional Wellness activities that promote a growth mindset, target emotion regulation, and support overall wellness. The four focus areas of implementation organize these key activities:

1. Build Foundational Support and Plan,
2. Strengthen Adult SEL Competencies and Capacity
3. Promote SEL for Students
4. Practice Continuous Improvement

The VIBE was unable to observe and/or confirm the SY 2021 – 2022 implementation of these four focus areas.

#### **St. Thomas/St. John District - socioemotional wellness programs for students and staff**

The VIDE reported that the St. Thomas/St. John district's Mental Health Wellness Plan accomplished many of its goals, within its three-part strategy (Current, Intermediate, and Long-Term). The VIDE reported on its six-week Mental Health Series i.e., three radio broadcasts on its Saturday morning talk radio show covering topics such as Weathering the Storm, Limiting TV and social media, Learning from Home and return to in-person learning; public service announcements aired on radio stations, posters and videos. VIDE Emotional Crisis Intervention Team reported that they responded to crisis within the department and in the community addressing natural and man-made disasters, crisis incidents and tragic events during Fall 2021. It was also reported that the School Counselors have provided intensive outreach services to students to include academic, career and social emotional guidance via online platforms and collaborated to support

social/emotional development and academic achievement, while promoting physical and psychological well-being. During the reporting period, there was no indication that school counselors completed additional levels of training in Mental Health and Emotional Crisis Response. Additionally, the VIBE was unable to observe and/or confirm the SY 2021 – 2022 implementation of previously mentioned mental health triage and crisis outreach, data on social and emotional growth and referrals for families needing social services.

### Special Education Students

In the absence of data, the VIBE is unable to confirm the VIDE's assertions that they continued providing special education services to students during the report period. This includes a report from the special education professionals they identified as being responsible for executing tasks (through various mediums) that are linked to their caseload and based on each child's Individualized Educational Plan (IEP). There was no confirmation of the stated additional school counselors' training required to meet the current and upcoming needs of VIDE students.

### Partnerships

As part of its protocol, VIDE is in partnering with the DOH and DHS, agencies who lead GVT's mental health comprehensive plan. However, the VIBE was unable to observe and/or confirm that the VIDE has provided national and local hot-line numbers to assist those in mental health crisis. Additionally, the VIBE has not received the Crisis Response Plan the VIDE reported having developed with the support of the VI Police Department and VITEMA for each of school campus. This is a reporting and data recordkeeping component of a requirement under the VIBE's School Based Comprehensive Emergency Response Plan and Drills policy (May 2010).

### Section 3-A. Pass/Fail Rate

No data was available for the entire report period regarding student pass/fail rate. The VIBE was unable to discuss in detail the reports provided by the VIDE on the day of the meeting. Figure 1 below shows what the VIDE reported as the pass/fail rate in the first semester. The 7<sup>th</sup> grade level had the lowest passing rate (61.1%) and 1<sup>st</sup> grade level had the highest (88.5%). Female students were reported at a slightly higher pass rate (78.8%) than male students (73.5%).

GRADE LEVEL	# of Passing	# of Failing	# of Incomplete	Total	Passing Rate
01	1,487	183	0	1680	88.5
02	1,499	234	0	1745	85.9
03	1,552	269	0	1840	84.3
04	1,397	420	0	1835	76.1
05	1,235	635	0	1880	65.7
06	1,267	677	0	1964	64.5
07	1,157	729	0	1893	61.1
08	1,146	466	0	1622	70.7
09	1,561	532	0	2101	74.3
10	1,322	368	0	1692	78.1
11	1,312	210	9	1532	85.6
12	1,048	148	1	1197	87.6
<b>Total</b>	<b>15,983</b>	<b>4,871</b>	<b>10</b>	<b>20981</b>	<b>76.2</b>
Gender	# of Passing	# of Failing	# of Incomplete	Total	Passing Rate
Male	7,735	2,706	6	10,520	73.5
Female	8,248	2,165	4	10,461	78.8
<b>Total</b>	<b>15,983</b>	<b>4,871</b>	<b>10</b>	<b>20,981</b>	<b>76.2</b>
Subgroups	# of Passing	# of Failing	# of Incomplete	Total	Passing Rate
General Education	13,893	3,942	8	17,929	77.5
Limited English Proficiency	871	487	2	1,361	64.0
Students with Disabilities	1,108	393	0	1,531	72.4
Students with Disabilities & Limited English Proficiency	111	49	0	160	69.4
<b>Total</b>	<b>15,983</b>	<b>4,871</b>	<b>10</b>	<b>20,981</b>	<b>76.2</b>
Subgroups 2	# of Passing	# of Failing	# of Incomplete	Total	Passing Rate
Career and Technical Education	794	117	1	912	87.1
Subject Area	# of Passing	# of Failing	# of Incomplete	Total	Passing Rate
English	5,372	1,686	0	7,094	75.7
Science	3,484	981	0	4,493	77.5
Mathematics	3,634	1,174	9	4,845	75.0
Social Studies	3,493	1,030	1	4,549	76.8

**Figure 1 Pass Fail Semester 1 Report All Districts: All Schools 2021-2022**



## Dropout

No information was provided on the dropout rate for the reporting period to compare to the data provided earlier this year (figure 2 below) regarding prior years. Furthermore, the VIBE did not receive a response to its request for narrative of findings based on VIDE's evaluation of the data presented and any corrective measures implemented (or that will be implemented) to decrease the dropout rate. The VIBE also requested information on possible reasons for dropout rates above 3 be provided, if available.

	2015-2016			2016-2017			2017-2018			2018-2019			2019-2020			2020-2021		
	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate
<b>St. Croix District</b>	<b>134</b>	<b>3,038</b>	<b>4.4</b>	<b>91</b>	<b>2,927</b>	<b>3.1</b>	<b>99</b>	<b>2,370</b>	<b>4.2</b>	<b>97</b>	<b>2,508</b>	<b>3.9</b>	<b>73</b>	<b>2,130</b>	<b>3.4</b>	<b>46</b>	<b>2,373</b>	<b>1.9</b>
Juanita Gardine			2.9			1.1			0.5			3.2			1.3	1	91	1.1
Arthur A. Richards	5	410	1.2	5	351	1.4	4	264	1.5	2	272	0.7			1.3	3	208	1.4
John H. Woodson Junior High School	5	313	1.6	1	329	0.3	14	328	4.3	4	287	1.4	4	376	1.1	2	401	0.5
Elena L. Christian Junior High School	2	305	0.7	3	262	1.1			0.5	8	230	3.5			1.3			0.5
St. Croix Central High School	52	1,023	5.1	47	972	4.8	58	906	6.4	47	832	5.6	36	829	4.3	15	796	1.9
St. Croix Educational Complex High School	70	987	7.1	35	1,013	3.5	23	872	2.6	36	887	4.1	33	925	3.6	25	877	2.9
<b>St. Thomas-St. John District</b>	<b>170</b>	<b>3,368</b>	<b>5.0</b>	<b>156</b>	<b>3,148</b>	<b>5.0</b>	<b>383</b>	<b>2,640</b>	<b>14.5</b>	<b>130</b>	<b>2,599</b>	<b>5.0</b>	<b>118</b>	<b>2,550</b>	<b>4.6</b>	<b>68</b>	<b>2,689</b>	<b>2.5</b>
Julius E. Sprauve School	2	78	2.6			1.1	16	66	24.2	1	50	2.0	1	44	2.3	1	45	2.2
Bertha C. Boschulte Middle School	14	490	2.9	5	450	1.1	2	425	0.5	12	371	3.2	5	381	1.3	2	387	0.5
Addelita Canern School	6	527	1.1	13	526	2.5	54	435	12.4	19	488	3.9	17	429	4.0	4	474	0.8
Charlotte Amalie High School	63	1,347	4.7	91	1,239	7.3	160	1,005	15.9	41	993	4.1	62	1,016	6.1	38	1,063	3.6
Ivanna Eudora Kean High School	85	926	9.2	47	933	5.0	151	709	21.3	57	697	8.2	33	680	4.9	23	720	3.2
Virgin Islands	304	6,406	4.7	247	6,075	4.1	482	5,010	9.6	227	5,107	4.4	191	4,680	4.1	114	5,062	2.3

	2015-2016			2016-2017			2017-2018			2018-2019			2019-2020			2020-2021		
	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate	Dropout	Enrolled	Rate
<b>St. Croix District</b>	<b>122</b>	<b>2,010</b>	<b>6.1</b>	<b>82</b>	<b>1,985</b>	<b>4.1</b>	<b>81</b>	<b>1,778</b>	<b>4.6</b>	<b>83</b>	<b>1,719</b>	<b>4.8</b>	<b>69</b>	<b>1,754</b>	<b>3.9</b>	<b>40</b>	<b>1,673</b>	<b>2.4</b>
St. Croix Central High School	52	1,023	5.1	47	972	4.8	58	906	6.4	47	832	5.6	36	829	4.3	15	796	1.9
St. Croix Educational Complex High School	70	987	7.1	35	1,013	3.5	23	872	2.6	36	887	4.1	33	925	3.6	25	877	2.9
<b>St. Thomas-St. John District</b>	<b>148</b>	<b>2,273</b>	<b>6.5</b>	<b>138</b>	<b>2,172</b>	<b>6.4</b>	<b>311</b>	<b>1,714</b>	<b>18.1</b>	<b>98</b>	<b>1,690</b>	<b>5.8</b>	<b>95</b>	<b>1,696</b>	<b>5.6</b>	<b>61</b>	<b>1,783</b>	<b>3.4</b>
Charlotte Amalie High School	63	1,347	4.7	91	1,239	7.3	160	1,005	15.9	41	993	4.1	62	1,016	6.1	38	1,063	3.6
Ivanna Eudora Kean High School	85	926	9.2	47	933	5.0	151	709	21.3	57	697	8.2	33	680	4.9	23	720	3.2
Virgin Islands	270	4,283	6.3	220	4,157	5.3	392	3,492	11.2	181	3,409	5.3	164	3,450	4.8	101	3,456	2.9

Figure 2. Public Schools Dropout by Programs 2015-2016 to 2020-2021

## Section 4. 20<sup>th</sup> VIBE recommendations for VIDE and legislators

### Funding

The VIBE recommends the Legislature appropriate funds specifically to provide school sites and facilities greater security and safety measures, in addition to a much-needed inter-agency online tracking database, school grounds maintenance equipment, and ongoing environmental monitoring of air and water quality in all occupied school plants and facilities.

### Jurisdictional Authority

- The VIBE requests authority under the law to authorize the opening and closing of schools including emergency shut down or permanent site closures.
- The VIBE recommends amending 17 V.I.C. § 24(3) language to 1) require auxiliary agencies to annually submit a report as provided in subsection d of this section, and 2) establish a clear timeline and deadline for submission of this report i.e., no later than 30 days following the start of the school year. We also recommend all reports from said agencies be simultaneously submitted to the VIBE and VIDE.
- The VIBE recommends including language under Title 17 that mandates the Commissioner of Education to report on the "State of Education" to the VIBE two weeks before the reopening of school to inform all education stakeholders.

- The VIBE recommends adding language to Title 17 stating, 60 days after receiving the SMAR, the Legislature's Education and Workforce Development committee shall hold a hearing to address concerns and recommendations made by the VIBE.

#### **Administration recommendation**

- The VIBE recommends the VIDE hire persons with education and experience in project management, mechanical and electrical engineering, planning and logistics, construction management, maintenance, and facilities management to provide oversight for school plants and facilities maintenance.
- It is the role of the VIBE to recommend to the Legislature appropriation of funds for public schools and public education. The Board has consistently supported requests to fund major repairs of schools. However, data is needed to make informed decisions regarding these responsibilities. As such, the VIBE requests the Governor support compliance with 3 V.I.C. § 96(a)(5) by directing the Commissioner of Education to provide the VIBE with quarterly status reports on the use of Federal Funds received and spent by the territory.

#### **Collaboration recommendation**

- The VIBE should be invited to participate in meetings with the VIDE regarding the use of federal and receive timely reports from the VIDE on such expenditures, including project status updates.
- Compliance with the VIBE's authority to recommend the establishment of public schools [17 V.I.C. § 21(a)(1)] requires that the VIBE be included in discussions that impact school plants and facilities i.e., school consolidations and new school construction.

As the world we live in changes in ways unknown, we must reshape how we guide the model of public education in the Territory. That requires all educational stakeholders, including students, teachers, parents, administrators, public officials, unions, and community partners, to remain aware of the importance of keeping up-to-date with the growing demands of our public school plants and facilities, administration, and guidance division. There must be a collective responsibility of all educational stakeholders to facilitate public school experiences in the context of learning anywhere, everywhere, and anytime in an environment that is conducive to learning and provides a safe haven and space. Also, technology must be connected and integrated into all pursuits of education, either through classroom or virtual instruction or even by providing information to everyone within our reach. Additionally, curriculum teaching and learning should support educational changes to suit the needs of our future generation, the role of our educators, and the opportunity for innovation, creativity, and career readiness to be a part of the order of the day.

We must continue to work together to not only plan but also implement the required changes needed for education excellence, mission-based leadership, and strategically driven governance. Therefore, it is imperative that the information provided throughout the document be reviewed and discussed. Everyone can be a champion to improve the quality of public education in the Territory. Join Us!

## **Appendix**

- Appendix A - VIDE Updates on the Return to In-Person Learning
- Appendix B - Fire Services Safety Report
- Appendix C - Department of Health's Environment Health division safety reports
- Appendix D - VIDE's Response to Inquiry on the Virgin Islands Virtual Academy
- Appendix E – Correspondences with VIDE regarding SMAR related items

# **20<sup>th</sup> Virgin Islands Board of Education**

**Kyza Callwood, Chairman**

Updates on the Return to In-Person Learning

**Racquel Berry-Benjamin**  
**Commissioner of Education**  
**January 28, 2022**



THE VIRGIN ISLANDS DEPARTMENT OF  
**EDUCATION**

APPENDIX A





Chairman Callwood and other members of the 20<sup>th</sup> Virgin Islands Board of Education, thank you for the commendations relative to the reopening of schools for in-school instruction January of 2022. As requested on December 17, 2021, updates on the return to in-person learning is hereby provided. Responses from the V.I. Department of Education are below and are included in other supporting documents that are attached.

### VIBE Request: School-based Hours

The VIDE is expected to facilitate an increase in school participation by providing a minimum of 24 school-based hours (4 days participation) or a maximum of 30 school-based hours (5 days participation) and one (1) day for deep cleaning at all levels and opened school sites. All efforts to facilitate a four (4) or five (5) day in class schedule (i.e., double, or split sessions) should be considered.

### VIBE Response

#### Effective January 2022, in the St. Croix District:

- All students enrolled at Lew Muckle, Ricardo Richards, Alfredo Andrews, Pearl B. Larsen, Eulalie Rivera, Claude O. Markoe, and Juanita Gardine schools will attend classes in-person, five days a week.



### In-Person Rotation

Grade Span	Schools	Monday	Tuesday	Wednesday	Thursday	Friday
PK-6	Lew Muckle Ricardo Richards Alfredo Andrews Claude O. Markoe	In-Person				
PK/K-8	Pearl B. Larsen Eulalie Rivera Juanita Gardine	In-Person				

- 7th and 8th grade students at John H. Woodson Jr. High School will attend school in-person two days per week and three days virtually.



#### John H. Woodson Junior High School

Grade Span	Week	Monday	Tuesday	Wednesday	Thursday	Friday
7 <sup>th</sup>		In-Person		Virtual	Virtual	
8 <sup>th</sup>		Virtual		Virtual	In-Person	

- 9th grade students attending both the St. Croix Educational Complex High School and the St. Croix Central High School will have four days of in-person classes and one day of virtual classes each week.
- 10th, 11th, and 12th grade students at both high schools have two days of in-person learning and three days of virtual learning each week



#### Both St. Croix High Schools

Grade Span	Week	Monday	Tuesday	Wednesday	Thursday	Friday
9 <sup>th</sup>		In-Person		Virtual	In-Person	
10 <sup>th</sup>		In-Person		Virtual	Virtual	
11 <sup>th</sup>		Virtual		Virtual	In-Person	
12 <sup>th</sup>		Virtual		Virtual	In-Person	

- Students at the Positive Connections—Alternative Education, site will attend school three days in-person and two days virtually.
- Schedules for students currently attending the St. Croix Career & Technical Education Center will remain the same – these students will learn in-person five days a week

#### St. Thomas-St. John District Return to School Plan by Grade Level (January 2022)

Grade	Schedule
-------	----------



PK-8 <sup>th</sup> and Edith Williams Alternative Academy (Ulla F. Muller, Jane E. Tuitt, Joseph Sibilly, Yvonne M. Bowsky, Lockhart, Joseph Gomez, Julius E. Sprauve, Bertha C. Boschulte, and Addelita Cancryn)	5 days per week
9 <sup>th</sup> (Charlotte Amalie, Ivanna E. Kean)	4 days (in-person)- Monday, Tuesday, Thursday, and Friday 1 day Virtual
10 <sup>th</sup> (Charlotte Amalie, Ivanna E. Kean)	2 days in-person- Monday and Tuesday 3 days Virtual
11 <sup>th</sup> (Charlotte Amalie, Ivanna E. Kean)	2 days in-person- Thursday and Friday 3 days Virtual
12 <sup>th</sup> (Charlotte Amalie, Ivanna E. Kean)	2 days in-person- Thursday and Friday 3 days Virtual
*Deep cleaning on Wednesdays (between cohorts)	

#### VIBE Request: Vaccination Options

The VIDE is expected to maintain training for all VIDE staff, including school nurses, on pandemic protocol and provide and/or facilitate information to school personnel, parents, and students regarding site locations where vaccination guidance and inoculations may occur for adults and students between the ages of five (5) to seventeen (17). This should be included in forums to include reopening orientation sessions (in-person and pre-recorded videos).

#### VIDE Response 1: Vaccination and PCR Testing Schedules

Schedule for each district represents:

- Extensive 21-day cycle for vaccinations for students, parents, faculty, and staff at the respective schools. The schedule describes both first and second doses, by school clusters, throughout four (4) Sessions. The Department of Health (DOH) will administer the Pfizer vaccine. DOH will conduct the vaccinations via the mobile vaccination team.
- 15% PCR surveillance testing. VIDE anticipates hiring personnel, or collaborating with UVI to allow the student nurses to conduct the PCR testing.



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	1st Session				
<b>St. CROIX SCHOOL DISTRICT</b>	<b>1st DOSE</b>	<b>TIME</b>	<b>2nd DOSE</b>	<b>TIME</b>	<b>PCR TESTING</b>
Pearl B. Larsen	1-Feb	9 a.m. - 11 a.m.	22-Feb	9 a.m. - 11 a.m.	Same schedule
Juanita Gardine	1-Feb	12 p.m. - 2 p.m.	22-Feb	12 p.m. - 2 p.m.	Same schedule
Lew Muckle	2-Feb	9 a.m. - 11 a.m.	23-Feb	9 a.m. - 11 a.m.	Same schedule
Ricardo Richards	2-Feb	12 p.m. - 2 p.m.	23-Feb	12 p.m. - 2 p.m.	Same schedule
St. Central High School	3-Feb	9 a.m. - 11 a.m.	24-Feb	9 a.m. - 11 a.m.	Same schedule
Alfredo Andrews	4-Feb	9 a.m. - 11 a.m.	25-Feb	9 a.m. - 11 a.m.	Same schedule
John H. Woodson	4-Feb	12 p.m. - 2 p.m.	25-Feb	12 p.m. - 2 p.m.	Same schedule
St. Croix Educational Complex and St. Croix Career and Technical Education Center	7-Feb	9 a.m. - 11 a.m.	28-Feb	9 a.m. - 11 a.m.	Same schedule
Eulalie R. Rivera	8-Feb	9 a.m. - 11 a.m.	1-Mar	9 a.m. - 11 a.m.	Same schedule
Claude O. Markoe	8-Feb	12 p.m. - 2 p.m.	1-Mar	12 p.m. - 2 p.m.	Same schedule
<b>St. Thomas-St. John District Schools</b>					
Ulla Muller	1-Feb	9 a.m. - 11 a.m.	22-Feb	9 a.m. - 11 a.m.	Same schedule
Jane E. Tuitt	1-Feb	12 p.m. - 2 p.m.	22-Feb	12 p.m. - 2 p.m.	Same schedule
Adelitta Cancryn	2-Feb	9 a.m. - 11 a.m.	23-Feb	9 a.m. - 11 a.m.	Same schedule
Lockhart Elementary	2-Feb	12 p.m. - 2 p.m.	23-Feb	12 p.m. - 2 p.m.	Same schedule
Charlotte Amalie High School	3-Feb	9 a.m. - 11 a.m.	24-Feb	9 a.m. - 11 a.m.	Same schedule
Joseph Gomez	4-Feb	9 a.m. - 11 a.m.	25-Feb	9 a.m. - 11 a.m.	Same schedule
Bertha C. Boschulte	4-Feb	12 p.m. - 2 p.m.	25-Feb	12 p.m. - 2 p.m.	Same schedule
Ivanna Eudora Kean	7-Feb	9 a.m. - 11 a.m.	28-Feb	9 a.m. - 11 a.m.	Same schedule
Yvonne Milnner Bowsky	8-Feb	9 a.m. - 11 a.m.	1-Mar	9 a.m. - 11 a.m.	Same schedule
Joseph Sibilly	8-Feb	12 p.m. - 2 p.m.	1-Mar	12 p.m. - 2 p.m.	Same schedule
Julius Sprauve	7-Feb	12 p.m. - 2 p.m.	8-Mar	12 p.m. - 2 p.m.	Same Schedule





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St. CROIX SCHOOL DISTRICT	2nd Session				
	1st DOSE	TIME	2nd DOSE	TIME	PCR TESTING
Pearl B. Larsen	22-Feb	9 a.m. - 11 a.m.	15-Mar	9 a.m. - 11 a.m.	Same schedule
Juanita Gardine	22-Feb	12 p.m. - 2 p.m.	15-Mar	12 p.m. - 2 p.m.	Same schedule
Lew Muckle	23-Feb	9 a.m. - 11 a.m.	16-Mar	9 a.m. - 11 a.m.	Same schedule
Ricardo Richards	23-Feb	12 p.m. - 2 p.m.	16-Mar	12 p.m. - 2 p.m.	Same schedule
St. Central High School	24-Feb	9 a.m. - 11 a.m.	17-Mar	9 a.m. - 11 a.m.	Same schedule
Alfredo Andrews	25-Feb	9 a.m. - 11 a.m.	18-Mar	9 a.m. - 11 a.m.	Same schedule
John H. Woodson	25-Feb	12 p.m. - 2 p.m.	18-Mar	12 p.m. - 2 p.m.	Same schedule
St. Croix Educational Complex and St. Croix Career and Technical Education Center	28-Feb	9 a.m. - 11 a.m.	21-Mar	9 a.m. - 11 a.m.	Same schedule
Eulalie R. Rivera	1-Mar	9 a.m. - 11 a.m.	22-Mar	9 a.m. - 11 a.m.	Same schedule
Claude O. Markoe	1-Mar	12 p.m. - 2 p.m.	22-Mar	12 p.m. - 2 p.m.	Same schedule
<b>St. Thomas-St. John District Schools</b>					
Ulla Muller	22-Feb	9 a.m. - 11 a.m.	15-Mar	9 a.m. - 11 a.m.	Same schedule
Jane E. Tuitt	22-Feb	12 p.m. - 2 p.m.	15-Mar	12 p.m. - 2 p.m.	Same schedule
Adelitta Cancryn	23-Feb	9 a.m. - 11 a.m.	16-Mar	9 a.m. - 11 a.m.	Same schedule
Lockhart Elementary	23-Feb	12 p.m. - 2 p.m.	16-Mar	12 p.m. - 2 p.m.	Same schedule
Charlotte Amalie High School	24-Feb	9 a.m. - 11 a.m.	17-Mar	9 a.m. - 11 a.m.	Same schedule
Joseph Gomez	25-Feb	9 a.m. - 11 a.m.	18-Mar	9 a.m. - 11 a.m.	Same schedule
Bertha C. Boschulte	25-Feb	12 p.m. - 2 p.m.	18-Mar	12 p.m. - 2 p.m.	Same schedule
Ivanna Eudora Kean	28-Feb	9 a.m. - 11 a.m.	21-Mar	9 a.m. - 11 a.m.	Same schedule
Yvonne Milnner Bowsky	1-Mar	9 a.m. - 11 a.m.	22-Mar	9 a.m. - 11 a.m.	Same schedule
Joseph Sibilly	1-Mar	12 p.m. - 2 p.m.	22-Mar	12 p.m. - 2 p.m.	Same schedule
Julius Sprauve	8-Mar	12 p.m. - 2 p.m.	5-Apr	12 p.m. - 2 p.m.	Same schedule



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3rd Session					
St. CROIX SCHOOL DISTRICT	1st DOSE	TIME	2nd DOSE	TIME	PCR TESTING
Pearl B. Larsen	15-Mar	9 a.m. - 11 a.m.	5-Apr	9 a.m. - 11 a.m.	Same schedule
Juanita Gardine	15-Mar	12 p.m. - 2 p.m.	5-Apr	12 p.m. - 2 p.m.	Same schedule
Lew Muckle	16-Mar	9 a.m. - 11 a.m.	6-Apr	9 a.m. - 11 a.m.	Same schedule
Ricardo Richards	16-Mar	12 p.m. - 2 p.m.	6-Apr	12 p.m. - 2 p.m.	Same schedule
St. Central High School	17-Mar	9 a.m. - 11 a.m.	7-Apr	9 a.m. - 11 a.m.	Same schedule
Alfredo Andrews	18-Mar	9 a.m. - 11 a.m.	8-Apr	9 a.m. - 11 a.m.	Same schedule
John H. Woodson	18-Mar	12 p.m. - 2 p.m.	8-Apr	12 p.m. - 2 p.m.	Same schedule
St. Croix Educational Complex and St. Croix Career and Technical Education Center	21-Mar	9 a.m. - 11 a.m.	11-Apr	9 a.m. - 11 a.m.	Same schedule
Eulalie R. Rivera	22-Mar	9 a.m. - 11 a.m.	12-Apr	9 a.m. - 11 a.m.	Same schedule
Claude O. Markoe	22-Mar	12 p.m. - 2 p.m.	12-Apr	12 p.m. - 2 p.m.	Same schedule
<b>St. Thomas-St. John District Schools</b>					
Ulla Muller	15-Mar	9 a.m. - 11 a.m.	5-Apr	9 a.m. - 11 a.m.	Same schedule
Jane E. Tuitt	15-Mar	12 p.m. - 2 p.m.	5-Apr	12 p.m. - 2 p.m.	Same schedule
Adelitta Cancryn	16-Mar	9 a.m. - 11 a.m.	6-Apr	9 a.m. - 11 a.m.	Same schedule
Lockhart Elementary	16-Mar	12 p.m. - 2 p.m.	6-Apr	12 p.m. - 2 p.m.	Same schedule
Charlotte Amalie High School	17-Mar	9 a.m. - 11 a.m.	7-Apr	9 a.m. - 11 a.m.	Same schedule
Joseph Gomez	18-Mar	9 a.m. - 11 a.m.	8-Apr	9 a.m. - 11 a.m.	Same schedule
Bertha C. Boschulte	18-Mar	12 p.m. - 2 p.m.	8-Apr	12 p.m. - 2 p.m.	Same schedule
Ivanna Eudora Kean	21-Mar	9 a.m. - 11 a.m.	11-Apr	9 a.m. - 11 a.m.	Same schedule
Yvonne Milnner Bowsky	22-Mar	9 a.m. - 11 a.m.	12-Apr	9 a.m. - 11 a.m.	Same schedule
Joseph Sibilly	22-Mar	12 p.m. - 2 p.m.	12-Apr	12 p.m. - 2 p.m.	Same schedule
Julius Sprauve	5-Apr	12 p.m. - 2 p.m.	6-May	12 p.m. - 2 p.m.	Same schedule





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	4th Session				
St. CROIX SCHOOL DISTRICT	1st DOSE	TIME	2nd DOSE	TIME	PCR TESTING
Pearl B. Larsen	5-Apr	9 a.m. - 11 a.m.	2-May	9 a.m. - 11 a.m.	Same schedule
Juanita Gardine	5-Apr	12 p.m. - 2 p.m.	2-May	12 p.m. - 2 p.m.	Same schedule
Lew Muckle	6-Apr	9 a.m. - 11 a.m.	3-May	9 a.m. - 11 a.m.	Same schedule
Ricardo Richards	6-Apr	12 p.m. - 2 p.m.	4-May	12 p.m. - 2 p.m.	Same schedule
St. Central High School	7-Apr	9 a.m. - 11 a.m.	5-May	9 a.m. - 11 a.m.	Same schedule
Alfredo Andrews	8-Apr	9 a.m. - 11 a.m.	6-May	9 a.m. - 11 a.m.	Same schedule
John H. Woodson	8-Apr	12 p.m. - 2 p.m.	6-May	12 p.m. - 2 p.m.	Same schedule
St. Croix Educational Complex and St. Croix Career and Technical Education Center	11-Apr	9 a.m. - 11 a.m.	9-May	9 a.m. - 11 a.m.	Same schedule
Eulalie R. Rivera	12-Apr	9 a.m. - 11 a.m.	10-May	9 a.m. - 11 a.m.	Same schedule
Claude O. Markoe	12-Apr	12 p.m. - 2 p.m.	10-May	12 p.m. - 2 p.m.	Same schedule
St. Thomas-St. John District Schools					
Ulla Muller	5-Apr	9 a.m. - 11 a.m.	2-May	9 a.m. - 11 a.m.	Same schedule
Jane E. Tuitt	5-Apr	12 p.m. - 2 p.m.	2-May	12 p.m. - 2 p.m.	Same schedule
Adelitta Cancryn	6-Apr	9 a.m. - 11 a.m.	3-May	9 a.m. - 11 a.m.	Same schedule
Lockhart Elementary	6-Apr	12 p.m. - 2 p.m.	4-May	12 p.m. - 2 p.m.	Same schedule
Charlotte Amalie High School	7-Apr	9 a.m. - 11 a.m.	5-May	9 a.m. - 11 a.m.	Same schedule
Joseph Gomez	8-Apr	9 a.m. - 11 a.m.	6-May	9 a.m. - 11 a.m.	Same schedule
Bertha C. Boschulte	8-Apr	12 p.m. - 2 p.m.	6-May	12 p.m. - 2 p.m.	Same schedule
Ivanna Eudora Kean	11-Apr	9 a.m. - 11 a.m.	9-May	9 a.m. - 11 a.m.	Same schedule
Yvonne Milnner Bowsky	12-Apr	9 a.m. - 11 a.m.	10-May	9 a.m. - 11 a.m.	Same schedule
Joseph Sibilly	12-Apr	12 p.m. - 2 p.m.	10-May	12 p.m. - 2 p.m.	Same schedule
Julius Sprauve	11-Apr	1 p.m. - 3 p.m.	9-May	1 p.m. - 3 p.m.	Same schedule

**Response 2:  
Vaccination Webinar**

The purpose of the webinars is to educate and inform students, parents, faculty, and staff about the vaccines, as a means of counteracting misinformation and vaccine hesitancy. The presenters are DOH and Walgreens. The webinars will be held from 6-7pm on the 2<sup>nd</sup> Tuesday of every month, between the months of January to May 2022.



**Webinar Dates:**

- January 12, 2022
- February 9, 2022
- March 9, 2022
- April 13, 2022
- May 11, 2022

**VIBE Request:**

**Wellness and Mental Health Concerns**

In addition to providing the VIBE with a copy of its Social-Emotional Wellness program referenced in its most recent testimony to the Legislature, the VIDE is expected to provide continuous staff development and support workshops for school administrators, teachers, paraprofessionals, support staff and students regarding socio-emotional issues, including those stemming from the COVID 19 pandemic.

**VIDE Response**

**St. Croix District**

**Program Overview:**

The educational landscape has changed drastically especially in the Virgin Islands, due to the global pandemic. As outlined by CASEL, Social and emotional learning (SEL) is an integral part of education and human development. The St. Croix District has identified the need to implement a Social-Emotional Wellness program to provide our schools the opportunity to reframe instructional outcomes and meet the needs of the whole learner. The objective of this program is to engage in the process which children and adults are able to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. Restructuring the way, we communicate



and respond will allow our students to have a solid foundation and the skills necessary to have successful relationships in life. In the wide scope of things, we will be instilling in our children healthy habits that they can utilize for the rest of their lives. The District has adopted the CASEL Framework for Districtwide SEL lays out key district activities for high-quality, systemic implementation of SEL.

These key activities are organized by four focus areas of implementation:

1. Build Foundational Support and Plan,
2. Strengthen Adult SEL Competencies and Capacity,
3. Promote SEL for Students,
4. Practice Continuous Improvement.

**Program Goals:**

- Implement Social-Emotional Wellness activities that promote a growth mindset, target emotion regulation, and support overall wellness
- Integrate Social-Emotional Wellness activities into existing school climate and culture initiatives, positive behavioral supports, and/or trauma-informed systems;
- Provide services to students and families that create school-family-community partnerships;
- Address educational equity and excellence by empowering students and educators with strategies

**Program Components:**

- Curricular Integration of SEL Classroom Activities Beyond Core Lessons
- School/Classroom Climate and Culture Supports
- Applications to Out-of-School Time
- Family & Community Engagement
- Professional Development and Training.

**SY 2021 – 2022:**

1. Build Foundational Support and Plan:
  - Established SEL Leadership Taskforce led by SEW Program Manager.
  - SEW Program Manger communicated with school leaders to determine area of focus with SEL framework.
  - ARP & Cares- ESF II funds are being used to implement the SEL initiative.
  - Integration of SEL strategies into District functions.
2. Strengthen Adult SEL Competencies and Capacity:
  - Integration and modeling of five SEL competencies into District interactions (i.e. Wellness checks, recognition/shout-out of staff members, use of restorative practices, sharing/listening protocols, etc.).
  - Infusion of SEL into District meetings
  - Providing opportunities for reflection and practice of SEL competencies
3. Promote SEL for Students:
  - Conducted individual and group sessions for identified students





- Increase in-person SEL activities
  - Ensure that SEL is a priority during the school day and afterschool.
  - Actively engage families and community organizations in partnerships that expand SEL implementation
  - Incorporation of Mindful Music, Journaling and Meditation
  - Build the confidence and maturity for the transitional year students (8th/9th, 12th/Higher Education)
  - Conduct student-centered activities
4. Practice Continuous Improvement:
- Issued approximately 1407 hours in professional development certificates to educators (teachers, counselors, etc.) in SEL focused training from December 2020 to present.
  - Provide scaffolding/ongoing training for educators.
  - Offer various opportunities for educators to participate in activities that would promote healthy mindsets.

### **St. Thomas-St. John District**

#### **Program Overview:**

The Mental Health Wellness Plan has accomplished many of its goals but it continues to be developed to meet the on-going needs of VIDE students. The Plan is a three-part strategy with Current, Intermediate, and Long-Term goals to serve the students of the Virgin Islands.

#### **Current**

Since the closing of the physical facilities because of COVID-19, VIDE, as part of its six-week Mental Health Series, has produced three radio broadcast on its Saturday morning talk radio show. The topics included, Weathering the Storm, Limiting TV and Social Media, and Learning from Home with guest psychologists from Insight Psychological Services, LLC, Island Therapy Solutions and a representative from DVSAC. In addition, other PSAs aired on 107.9 FM, 103.5 FM, Isle 95, Rumba 98.3 FM, and Sunny 99.5 FM along with the release of posters and videos to engage audiences on social media. Recently 12/11/22, School Nurses were guest on DaVybe Saturday VIDE Radio Show sharing information such as how school will look like when everyone returns January 2022 and health tips for parents.

VIDE Emotional Crisis Intervention Team has responded to crisis within the department and in the community addressing natural and man-made disasters, crisis incidents and tragic events during Fall 2021.

The School Counselors have provided intensive outreach services to students to include academic, career and social emotional guidance. While it has not been an easy task, school counselors have made it their goal to reach out to each of their students using digital tools at their disposal. Students are served though physical distance online platforms.

#### **Platforms used:**

1. Microsoft Teams
3. Emails



4. Edmentum/Plato
6. YouTube
7. Zoom
1. Facebook Groups
2. Cell Phones
  - a. Telephone calls
  - b. Text messages
  - c. WhatsApp
  - d. Facetime

Teachers are focusing on the delivery of instructions and academic content while school counselors collaborate to support social/emotional development and academic achievement, promoting physical and psychological well-being.

While communicating with students and families has expanded beyond face to face, our counseling team continues to provide direct student services.

**Strategies Implemented:**

1. Contact SPED students/parents
  - a. IEP Meetings, updates and reviews
  - b. Counseling IEP Students
2. FaceTime students
  - a. Provide Tutorials for students
3. Support teachers
4. Call students daily
5. Send WhatsApp video recordings to students and parents
6. Reach out to high-risk students
7. Create YouTube Videos and post on school page
8. Coordinate registration for incoming students from feeder schools
  - a. Create forms to be completed by parents/students
  - b. Identify SPED, 504 and ESL students
  - c. Identify Career Interest
  - d. Select classes for 2021/2022 School Year
9. Complete Students' Online Registration for 2021/2022
10. Coordinate AP Testing
11. Provide Scholarship opportunities for graduating seniors
12. Attend Webinars
13. Participate in Professional Development Training
14. Address teachers' and administrators' referrals
15. Contact referral agencies
  - a. Submit referrals
  - b. Follow-up on referrals prior to COVID-19

Our school counselors completed the first level of training in Mental Health and Emotional Crisis Response during 2020/2021 School year. In addition to performing their regular school



counseling duties, counselors are learning mental health triage. While reaching out to students and families, our school counselors will serve as the first line of contact in identifying students in crisis, supports needed. As customary, counselors will continue to communicate with students, provide the appropriate counseling services within the realm of social and emotional growth and provide referrals for families needing social services.

Coupled with our counseling services provided, we formed community alliances with several clinical agencies to provide the psychological services to address the deeper mental health issues that require long term therapy and support for students and parents in need. A listing of counseling and mental health services agencies that are provided on the VIDE's website includes the Virgin Islands Department of Health, V.I. Department of Human Services, Beautiful Dreamers, JW Behavioral Center, Family Resource Center, , Insights Psychological Services, LLC., etc.

### **Special Education Students:**

In consultation with the US Department of Education's Office of Special Education, the following actions were approved for the VI Department of Education to continue providing special education services to students, the best it can, given the COVID-19 pandemic. Each special education professional below are responsible for executing the tasks indicated in the bulleted list below tasks, by telephone, zoom, etc. that are linked to their caseload. (Note: The specific special education service (instructional/counseling/therapeutic/Physical, etc.) are unique to each child and are identified in each child's Individualized Educational Plan (IEP).

### **Intermediate**

Additional school counselors training is required to meet the current and upcoming needs of VIDE students as they come back to school in the Spring.

### **Future**

Currently, we have segments of our Crisis Response Plan that addresses natural and man-made crisis such as earthquakes and active shooters. The Department with the support of VI Police Department and VITEMA has developed Crisis Response Plans for each of our campuses. To augment the Crisis Response Plans, we will be formalizing an Emotional Crisis Intervention and Response Plan/Mental Health and Wellness Plan which will serve to address the emotional and mental health issues stemming from any crisis that may manifest. Our existing hodgepodge of practices and tools use to respond to emotional crisis will be solidified in grounded mental health clinical practices into a comprehensive plan.

### **Partnerships**

As part of its protocol, VIDE is in partnering with the DOH and DHS, agencies who lead GVI's mental health comprehensive plan. In addition, VIDE has provided national and local hot-line numbers to assist those in mental health crisis.



### **VIBE Request: Curriculum Framework**

Although the VIBE has not received the requested consolidated curriculum framework document (the June 2021 draft and the September 29, 2021 “2.0” version that outlined revisions based on the VIBE’s feedback), said document was approved with the condition that the VIDE would submit a consolidated document and the Board’s recommendations would be included in the first year of implementation. The VIDE is expected to share with the community the big ideas of the VIDE curriculum framework and how it relates to instruction:

- the key themes
- core concepts for each subject area
- the knowledge, skills and understanding that each child is expected to perform

### **VIBE Response**

#### **See Appendices**

Appendix A: Curriculum Framework Prepared for June 2021

Appendix B: Curriculum Framework Presentation

Appendix C: Timeline for Development of VIDE Curriculum Framework

### **VIBE Request: Increase Student Learning Experiences**

The VIBE expects that parents and students will receive clear guidelines, learning standards, learning targets, and information to help students meet academic goals. Parents and students are expected to receive consistent feedback to indicate the level and quality of the students’ performance. Parents and students are expected to see samples of work, collected, and analyzed to determine whether and where a student may need improvement. The VIDE is to provide an analysis of the data collected relative to student achievement for the first and second marking period of the current school year, by district and school.

### **VIBE Response**

#### **Territorially**

- Parents have access to instructional platforms such as Schoology, Power School Parent Portal, as well as parent conferences, and teacher interventions via emails, calls, and texts.
- Learning standards can be accessed via the microsite #GOOPENUSVI @ <https://goopenusvi.vide.vi>
  - The VIDE launched a soft opening for the microsite, and anticipate a public campaign, in the near future. Parents will be educated more on this in the near future.
- The VIDE will ensure that parents receive communication on every level (State, District, School), relative to learning standards, learning targets, and information to help students meet academic goals.
- Parents receive scheduled official feedback via progress reports (mid-way) and report cards at the end of each marking period. In between the marking period, teachers are required to communicate by phone, email, and in-person with parents to share the successes and



challenges of their child/children. Moreover, they are required to communicate with parents before progress reports with show signs of struggle from early. If members of the Board is aware of cases were this is not happening, we ask that you inform the Department.

### St. Croix District

After an analysis of student's overall grades for both quarters, there were decreases in overall student achievement from 8%- 20% among the schools in the St. Croix District. However, Grades 1 and 2 had increases of 5 and 3% in their total pass rate between both quarters and 9th grade remained the same.

Data has also been collected for iReady, which shows that 23% of our students are at Tier 1 (On or above grade level), 24% on Tier 2 (One grade level below) and 53% of students were on Tier 3 (Two or more grade levels below).

Students are currently taking the Mid-Year Diagnostic for iReady and data will be collected once testing is completed.

District interventions to address pass rate:

- Afterschool programs began on January 24, 2022 to as an academic intervention for students in elementary grades.
- Secondary students who failed courses in the 1<sup>st</sup> semester have an opportunity to redeem course credit through our afterschool Credit recovery program from January to early May.

### Pass Rate by School

School	Q1 Pass Rate	Q2 Pass Rate	% Increase or Decrease
Alfredo Andrews	82%	67%	15% ↓
Claude O. Markoe	92%	77%	15% ↓
Eulalie Rivera K-8	84%	70%	14% ↓
Juanita Gardine K-8	87%	68%	19% ↓
Lew Muckle	96%	79%	17% ↓
Pearl B. Larsen PreK-8	99%	86%	13% ↓
Ricardo Richards	97%	89%	8% ↓
Central High School	89%	76%	13% ↓
Educational Complex	89%	79%	10% ↓
John H. Woodson	82%	62%	20% ↓





### Pass Rate by Grade Level

1	Q1	83.05%	1	Q2	87.80%	5%	↑
2	Q1	80.85%	2	Q2	84.10%	3%	↑
3	Q1	84.01%	3	Q2	82.40%	2%	↓
4	Q1	80.17%	4	Q2	76.30%	4%	↓
5	Q1	70.11%	5	Q2	67.50%	2%	↓
6	Q1	71.16%	6	Q2	70.20%	1%	↓
7	Q1	71.55%	7	Q2	62.70%	9%	↓
8	Q1	78.09%	8	Q2	69.70%	9%	↓
9	Q1	67.76%	9	Q2	67.90%	8%	↓
10	Q1	81.16%	10	Q2	79.20%	2%	↓
11	Q1	82.87%	11	Q2	82.20%	1%	↓
12	Q1	86.69%	12	Q2	86.20%	1%	↓

### St. Thomas-St. John District

After an analysis of student's overall grades for both quarters, there were decreases in overall student achievement ranging from .98%- 8.33% among the schools in the St. Thomas District. However, several showed increases: Grade 3(0.24%), Grade 6(2.81), Grade 7(3.64), Grade 11 (5.04%), Grade 12 (1.80%)

Data has also been collected for iReady which shows that 20% of our students are at Tier 1 (On or above grade level), 28% on Tier 2 (One grade level below) and 52% of students were on Tier 3( Two or more grade levels below) for Reading.

Data has also been collected for iReady which shows that 13% of our students are at Tier 1 (On or above grade level), 28% on Tier 2 (One grade level below) 59% of students were on Tier 3( Two or more grade levels below) for Mathematics.

Students are currently taking the Mid-Year Diagnostic for iReady and data will be collected once testing is completed.



### Pass Rate By School

School	Q1 Pass Rate	Q2 Pass Rate	% Increase or Decrease
Addelita Cancryn	64.00%	61.05%	-2.95%
Bertha C. Boschulte	68.80%	73.81%	5.01%
Charlotte Amalie	74.32%	72.40%	-1.92%
Edith Williams	83.33%	75.00%	-8.33%
Ivanna Eudora Kean	82.43%	82.95%	0.52%
Jane E. Tuitt	67.64%	71.78%	4.14%
Joseph Gomez	79.27%	77.81%	-1.46%
Joseph Sibilly	86.05%	90.30%	4.25%
Julius Sprauve	74.11%	77.77%	3.66%
Lockhart Elementary	89.90%	89.51%	-0.39%
Ulla Muller	81.67%	78.36%	-3.31%
Yvonne Milliner Bowsky	81.72%	80.74%	-0.98%

### Pass Rate by Grade Level

	Q1	Q2	% Increase or Decrease
<b>1</b>	89.03%	86.37%	-2.66%
<b>2</b>	87.52%	85.47%	-2.05%
<b>3</b>	81.95%	82.19%	0.24%
<b>4</b>	73.86%	72.76%	-1.10%
<b>5</b>	68.66%	67.67%	-0.99%
<b>6</b>	67.86%	70.67%	2.81%
<b>7</b>	65.53%	69.17%	3.64%
<b>8</b>	71.71%	69.85%	-1.86%
<b>9</b>	75.96%	74.81%	-1.15%
<b>10</b>	76.33%	73.36%	-2.97%
<b>11</b>	73.31%	78.35%	5.04%
<b>12</b>	80.27%	82.07%	1.80%

### VIBE Request: Guidance Counselors

The VIDE is expected to maintain consistent training and workshops that communicate and indicate to counselors their critical role in addressing achievement, emotional issues, learning performance, disabilities, and promotion requirements. School counselors will need more than ever to connect families with school assistance and wrap around services. Information regarding the ongoing training and workshops for parents, educators, school monitors, and students must be shared with the VIBE. As a reminder, guidance counseling is a component of the legislatively mandated annual report and



the VIDE should include information relative to staffing and outsourced services in its report to the VIBE.

### VIDE Response

#### State Level

##### Leadership Academy 2021

##### Special Education Professional Development Series

The Leadership Academy is a refresher course for tenured school administrators, special education directors, supervisors, and chairpersons (district and state), and school counselors, while on the other hand, an introduction for novice administrators and counselors relative to the requirements of Individuals with Disabilities Education Act (IDEA) as amended 2004. The Leadership Academy focused on school administrators and school teams understanding their administrative and supervisory role in the implementation of each child's Individualized Education Plan (IEP) at their respective schools. Thus, to achieve this goal, principals, assistant principals, guidance counselors, special education administrators, and chairpersons must obtain and receive recurrent professional development that will aid with maintaining a regulatory understanding of IDEA of how it should be administered and supported by school teams/personnel. The participants were provided with up-to-date special education policy and best practices supported by relevant case laws on sensitive matters regarding Free appropriate Public Education (FAPE), discipline, suspension and expulsion, and the application of IDEA procedural safeguards. It is essential that school teams have robust knowledge and strict adherence to the provisions of the IDEA, which helps ensure that the needs of children with disabilities are being met in a conventional or non-conventional setting according to their IEPs.

Since the closing of the physical facilities due to COVID-19, the VIDE, as part of its six-week Mental Health Series, has produced three radio broadcasts. The broadcasts aired on the Saturday morning talk radio shows with the topics, Weathering the Storm, Limiting TV and Social Media, and Learning from Home with guest psychologists from Insight Psychological Services, LLC, Island Therapy Solutions, and a representative from DVSAC. In addition, other PSAs aired on 107.9 FM, 103.5 FM, Isle 95, Rumba 98.3 FM, and Sunny 99.5 FM along with the release of posters and videos to engage audiences on social media.

#### Parent Engagement Series

- Power School for parents
- Interpreting Smart Balances Scores
- Schoology for parents
- Emotional support for students and parents
- Riding School Bus during COVID19



**VIDE facilitated a Parental Engagement Workshop Series focused on:**

- Power School for parents
- Interpreting Smart Balances Scores
- Schoology for parents
- Emotional support for students and parents
- Riding School Bus during COVID-19
- Mitigating Stress and dealing with trauma

**St. Croix District**

Guidance Counselors serve as instructional support and social-emotional leads within the school building. The pandemic shifted the mode in which counseling occurred for students from in-person to virtual with an increase in services.

**Guidance Counselors:**

- Facilitated Basic Child Study Team Meetings
- Facilitated and created 504 plans
- Attended IEP Meetings
- Conducted 1:1 and group counseling sessions to address social/emotional, academic and career development for students
- Implemented SEL and character education activities
- Engaged Parents through virtual check-ins and conducted parent conferences
- Coordinated student sessions with private providers and community partners
- Counselors also administered standardized testing for all grade levels (SAT, PSAT, IReady, Smarter Balanced, ASVAB).
- Conducted Graduation Exit Plans meeting mandated by the Board of Education 2013 to discuss academic progress and future career plan.





## Social-Emotional Learning for Counselors

Presented by: Nicolette Howells-Eustight, PhD  
Insight Psychological Services, LLC St. Thomas, VI

### Ricardo Richards Elementary School

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January 14, 2022

#### School Counselors' Report

##### Counselors:

Working virtually has been a challenge for everyone, but as school counselors, we have been creative and innovative during the pandemic in order to continue working with our students while supporting teachers as well as parents. We have not stopped working but we have embraced new ways to complete the following while working with students virtually:

- One-on-one and group counseling sessions with students via Teams
- EDC child find, referrals and BCST meetings
- Maintain students record folders (CUMS)
- Provide classroom guidance lessons (bullying awareness and coping with virtual learning)
- Out of school Mental Health referrals
- Check student attendance and progress
- Strengthened the bullying program through classroom presentations and presenters from the Virgin Islands Police Department
- Encouraged students to report cyber bullying, rewarded students for doing so as well as addressed reported incidents
- Attend IEP meetings when requested
- Parent liaison
- Check-in phone calls to parents and students
- Connect with parents via email for sharing important information (bullying awareness & prevention)
- Parent conferences virtually and in-person when necessary
- Parent guide to community resources
- Counselor/Teacher conferences
- Support teachers by checking in with parents when students are absent
- Working on PBIS initiative for the return of students in person

We look forward to continue working with our students when they return in person learning.

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## Professional Development

### Topics of the trainings conducted:





- Parental Engagement Series focused on several topics to including using Schoology, Microsoft Teams, accessing student emails, etc.
- Mental Health Technician Training through UVI Cell
- Social Emotional strategies by Insight Psychological
- Behavioral Strategies for the School Environment for School Psychologist, Social Workers, Behavior Therapist
- Coping with Stress and Anxiety
- Relax, Relate, Release: Mental Health Workshop
- Counseling Education/Understanding Chemical and Behavioral Addiction



#### Training Focus Areas:

- Integrating the 5 SEL Core Competencies into classroom/workplace
- Trauma-sensitivity training for monitors and support staff
- Restorative Justice practices for monitors
- Leading Trauma-Sensitive Schools
- Emotional Intelligence
- Mindfulness practices for students, family, and staff

#### **St. Thomas-St. John District**

Professional School Counselors continue to provide intensive outreach services to students to include economic, career and social emotional guidance. Counselors collaborate with teachers and their school-based professionals to support social/emotional development and academic achievement, promotion of physical and psychological well-being.



Our school counselors completed the first level of training in Mental Health and Emotional Crisis Response during 2020/2021 School year. In addition to performing their regular school counseling duties, counselors are learning mental health triage. While reaching out to students and families, our school counselors will serve as the first line of contact in identifying students in crisis, support needed. As customary, counselors will continue to communicate with students, provide the appropriate counseling services within the realm of social and emotional growth and provide referrals for families needing social services.

Coupled with our counseling services provided, we formed community alliances with several clinical agencies to provide the psychological services to address the deeper mental health issues that require long term therapy and support for students and parents in need. These include the Virgin Islands Department of Health, V.I. Department of Human Services, Beautiful Dreamers, JW Behavioral Center, Family Resource Center, Insights Psychological Services, LLC., etc.

- Professional Development (PD) schedules Monthly PD that focus on “Social Emotional Learning”
  - “Integrating Technology During COVID-19 – PowerSchool & Microsoft Teams”
  - “Wellness Workshop”
  - “Social Emotional Support for Students and Parent”
  - “Parent Cafés” – parents learn strategies to strengthen their families and keep their children safe by utilizing Protective Factors
  - Stress and Mental Health
- Counselors have also conducted School Based PD. Sessions on Topics such as:
  - “Social Emotional Learning” – How to Identify Waning Signs and How to Promote Success in Schools and Life”
  - “Grief, Loss and Trauma” – Social and Emotional Wellbeing

The following Professional Development has been planned for 2021/2022 School year:

- Bridging the Gap Between Kindergarten and Elementary School – Annual Transitional Conference by VIDE and DHS
- Intervention and Referral Process
- Navigating the New Normal
- Anxiety, Anger, Stress, Suicidal Ideation
- Navigating Remote Learning for Students with Disabilities
- College Workshops for School Counselors
- Reopening of Schools: Challenges Strategies & COVID-19 Updates
- Grief, Loss and Trauma
- Disability Awareness
- Conflict Resolution
- College & Workplace Skills
- Board Of Education Promotional Policies and Procedures
- Stress and Mental Health
- HIPPA and FERPA Guidelines
- Attendance Protocol in the midst of COVID



- Conversations the Changes the World

Currently, we have segments of our Crisis Response Plan that addresses natural and man-made crisis such as earthquakes and active shooters. The Department with the support of VI Police Department and VITEMA has developed Crisis Response Plans for each of our campuses. To augment the Crisis Response Plans, we will be formalizing an Emotional Crisis Intervention and Response Plan/Mental Health and Wellness Plan, which will serve to address the emotional and mental health issues stemming from any crisis that may manifest. Our existing hodgepodge of practices and tools used to respond to emotional crisis will be solidified in grounded mental health clinical practices into a comprehensive plan. As part of its protocol, VIDE is in partnership with the DOH and DHS, agencies who lead GVI's mental health comprehensive plan. In addition, VIDE has provided national and local hot-line numbers to assist those in mental health crisis.

**VIBE Request:  
School Plants and Facilities**

The VIBE expects to receive regular and routine updates on the environmental conditions at each school - ventilation, lighting, roofing, plumbing, equipment failure & purchase, progress on minor, major and capital improvement repairs at each school open for learning. Information provided should include the recent DPNR reports for each district, DPW report on all schools, Human Services Childcare Facility Assessment forms for each district, current Environmental Health report for the St. Thomas/St. John district, OSHA reports regarding schools in both districts, and the current fire report for each district with the schools visited identified. Additionally, security measures and checkpoint procedures should be in place and monitored for effectiveness.

**VIDE Response**

**See Appendix D: 2022 Updates Facilities**

**VIBE Request:  
Graduation and Promotion**

VIDE is expected to prepare early and develop graduation or promotion plans with input from students, their advisors, and parents/guardians.

**VIDE Response**

**Both Districts**

- The counselor meets with students and parents from Grade 9 annually to create an exit plan, select courses and monitor how students are doing academically. They update the plan annually based on the needs for changes or to accommodate specialized program offering such as CTE, JROTC, Jobs for Americas Graduates (JAG). Students and parents also have options to revisit the plan during the year.
- Superintendents' Focus groups in each district are active, and continue to meet monthly, or as needed. These groups provide students with opportunities to share experiences, voice concerns, make suggestions and provide feedback to superintendents



about academics, facilities, nutrition, and all matters concerning students. This allows the districts to use concerns to drive decision making with a student-centered focus.

- Surveys conducted by focus groups have highlighted interests such as Class of 2022 activities, Graduation, communication between school leadership and class representatives, school safety, sanitization and COVID-19 return to in-person learning.
- Class of 2022 Officers have either discussed, created, submitted for review to district superintendent's plans for proposed class activities. Upon receipt of all plans a joint meeting will be held with the Class Officers, Department of Health and VIDE to review and recommend a safe and healthy return to normal class activities.
- Students will also have an active student voice in the following: input in activities such as intro night, class song, etc.
- Students have elected class officers will act on behalf of the class and make decisions with input on activities such as Prom, class trips, senior week, Yearbook, class colors, graduation programs, selection of church for baccalaureate (students and parents).

#### **VIBE Request: Dropout Prevention Act**

As a reminder, in conjunction with 17 V.I.C. § 821-831 (Dropout Prevention Act), the VIBE's 9-12 promotional policies require high schools to complete a survey in the first semester to identify students who are disengaged and potential dropouts. The results of the surveys (or other similarly collected data) are to be shared with the VIBE.

#### **VIBE Response**

The VIDE believes that the most effective dropout prevention plan for children is round-the-clock engagement and well-rounded supports. We also believe that a child's social, environment and home dynamics can contribute to dropout. Idle minds create stagnation and children who are not challenged are bored quickly and is at higher risk of dropping out of school. As such, the VIDE's strategic approach to reducing/eliminating dropouts, is a home, school, community model to educating children. One requirement for all students that has emerged out of this new approach is that all children enrolled at the VIDE must be a part of one student club, at minimum, whether it be academic, sports, arts or otherwise. Currently, our dropout prevention plan is being developed in conjunction with key internal and external stakeholders such as VIDE education professionals, private entities organized to support children, parent and student representatives and the Departments of Health, Human Services, Police and Sports, Parks & Recreation. The completed plan will be shared upon completion, however, the dropout rates are provided for you in Appendix M. Below are a few dropout prevention strategies currently utilized by the VIDE:

##### **A multi-tied academic and behavioral approach:**

- A data driven prevention, early detection, and support system with the aim of providing high-quality core educational experiences for all students and targeted interventions to struggling students who experience learning and/or behavioral challenges.
- Flexible tiers for instruction and interventions.
- High quality core curriculum and instruction implemented with fidelity.



- Research based/best practice academic interventions and assessment practices.
- Research based/best practice behavioral interventions and supports.
- Universal screening and progress monitoring; and
- Collaboration and communication between educators and parents.

### **Academic Instruction**

- Tier I – Core Curriculum for all Students
- Tier II- Supplemental Instruction At-risk
- Tier III-Supplemental Instruction – High Risk

Pathways to Success After School and Summer Programming provide support at all Tiers of Instruction. Saturday Academy targets students in Tier II.

### **At-risk/High students are identified by several factors:**

- Attendance
- Over-age due to being retained multiple years
- Behavioral Intervention due to multiple referrals and or suspension from school

### **Summer Bridge**

- It has been proven that effective summer bridge programs and other interventions designed to ease the transition to middle and high school also increase students' chances of remaining on track for graduation. Our Summer Bridge Programs targets 6th and 7th graders as well as 9th graders. These programs address expectations, responsibilities, and routines. Cognitive, Metacognitive, Social-Emotional, and Motivational competencies are addressed through varied modes including guest presentations, relationship building activities, and other meaningful learning tasks. Teachers and counselors play an extremely critical role in this program as we help our students transition to new school environments.

### **Ninth Grade Academies**

- Students are assigned to an area of school with their own counselor, administrator, and administrative support
- Students participate in a team based setting and remain with the team for the school year
- Students engage in ongoing sessions to include course selection advisement, as well as an array of workshops aimed at developing self-efficacy, community service and career development

### **Edith Williams Intervention Academy and Achiever's Academy are provided for students requiring dropout prevention support.**

- Wraparound Services are designed for high-risk children and adolescents with the most complex needs. Students are provided with small group instruction, group and individual counseling, career development exposure, and other individualized services developed in a family-centered, team planning process.
- To equip families with strategies that ensure growth for the duration of the student's school experience and beyond.





### **Credit Recovery Programs**

- Provide opportunities for students in Grades 9-12 to engage in extended learning time in a course to acquire credits toward graduation.
- These opportunities allow students in Grades 5-8 to also have extended leaning time in course to improve grade and pass a course.

### **Co-Enrollment**

- Students that are 1-2 credits short of graduation requirements are allowed to co-enroll in evening courses to receive credit needed to graduate with their cohort.

### **Edith Williams Academy Bridge College and Career Readiness for Male Students**

- Students are provided work-based learning experiences in interior & exterior painting, basic carpentry, and basic air-condition and refrigeration skills. Under the supervision of skilled trades' men and instructors, the students perform various maintenance duties to include minor repairs requiring carpentry skills and painting of classrooms & other areas on the campus, pressure washing, and landscaping and debris removal. Students provided these services at designated public schools under the supervision of our instructors in collaboration with DOE Maintenance Division.
- Students are exposed to successful Black males through the forum of weekly motivational speakers. Workshops on developing soft skills and appropriate workplace etiquette were also provided for the students. All students create a portfolio to include a career interest inventory with the requirements to be successful in their desired career path, a resume and before, during and after interview protocols.
- Students are provided counseling to address their social/emotional needs and career & college readiness skills. A Financial Literacy Curriculum is also embedded into literacy & numeracy instructions.
- Students are engaged in weekly field trips to practice social/emotional skills and real-world learning experiences. Students also engage in trust & team building and sensitivity training.

### **AVID**

- AVID equips teachers and schools with what they need to help these students succeed on a path to college and career success. Students then receive the additional academic, social, and emotional support that will help them succeed in their school's most rigorous courses.

### **VIDE Request: Home Education**

VIDE is required to respond to parents/guardians who file an intent to homeschool their child/children. As a reminder, a list of children enrolled in a home education program should be forwarded to the VIBE by end of the first semester.

### **VIDE Response**

- The list for the first semester include approved notice for (see list below):



- 41 students for the STTJ District and;
- 74 students for the STX District
- Since the submission of the list, three (3) STTJ and twenty-two (22) STX left the public school system to be home-schooled.

**See Appendix E: 2021-2022 Homeschooler List**

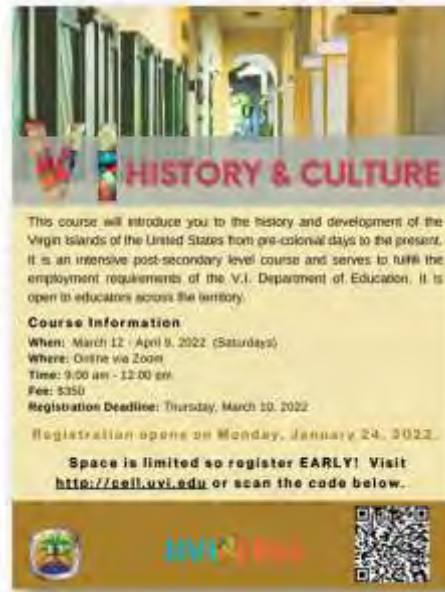
### VIBE Request: Certification

VIDE is expected to notify returning and new teachers about certification and requirements to include Virgin Islands History, Act 8270, and the VIBE's recently approved revisions to the minimum requirements for certification in early childhood education.

### VIBE Response

#### VIBE employees received the following notices:

Initiative	Description of Notice	Date Communicated
VI Culture & History	<p>Upcoming courses being offered by UVI Cell virtually for "VI History &amp; Culture." This semester the courses will be held via Zoom and will be open to all residents across the territory.</p> <p>All Professional Educators Class I, Class II, Class III and Class IV Certificates who were employed <u>AFTER September 30, 1992</u>, MUST complete a <u>MANDATORY</u> professional development course in Virgin Islands History &amp; Culture as required pursuant to the Virgin Islands Code Title 17, Chapter 11, Section 121 (1).</p> <p>Courses for certification to include VI History are being paid for through the CGA Grant.</p> <p>For 2021 – 2022 the following dates were provided for the VI History Courses</p> <ul style="list-style-type: none"> <li>• April 10 – May 8, 2021 (STX)</li> <li>• April 10 – May 15, 2021 (STT)</li> <li>• September 7 – October 7, 2021</li> <li>• November 16 – December 4, 2021</li> <li>• February 15-March 10, 2022</li> <li>• March 12 – April 9, 2022</li> </ul>	January 20, 2022



Act 8270  
New Early Childhood  
Requirements

The Division of Human resources provided the VIDE employees with Virgin Islands Board of Education's revisions to its Early Childhood Education Certification Criteria in accordance with Act 8270. The HR team will be reviewing the status of each Elementary Teacher to ensure they meet the requirements. Employees were provided the following contact information if they had any questions. the HR System's Analyst Team:

STX – Mrs. Lubrin-Abraham – [Jennifer.lubrin@vide.vi](mailto:Jennifer.lubrin@vide.vi)  
STTJ – Mr. Negron – [jose.negron@vide.vi](mailto:jose.negron@vide.vi)

January 21, 2022

Professional  
Certifications

VIDE, from the board, requested an excel spreadsheet with the names, certificate class, and certification dates, for all employees certified by VIBE. HR will use the list for internal communication with employees, relative to recertification.

VIDE has a contract with the University to offer courses for Certification. This initial contract is for twenty students. Both teachers and paraprofessionals from both districts have been provided with opportunities to enroll. The district's liaison communicates opportunities to staff and uses public relations to send out these internal communications. For the



	<p>past two semesters, the program has had 13 participants.</p> <p>See course paradigm/sequence below: Cohort 1 Prerequisites Credits Fall 2021 EDU 302: Introduction to Special Education EDU 350: Instructional Design and Technology Spring 2022 EDU 450: Measurement and Evaluation in Education 2</p> <p>Summer 1 2022 EDU 221: Foundations of Education EDU 230: Educational Psychology</p> <p>Summer 2 2022 EDU 250: Curriculum Development and Instruction EDU 351: Classroom Management 3 2</p> <p>Fall 2022 EDU 470: Internship for Practicing Teachers</p>	
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**VIBE Request:  
VIVA**

Enrollment by district, staffing structure, etc...

**VIBE Response**

The Virgin Island Virtual Academy pilot program consists of:

**Staffing**

- Principal: Debra Abel,
- Assistant Principal: Tashina Rogers
- Registrar: Joyce Edwards

**Territorial Support Team**

- Dr. Symra Dee Browne, STTJ Deputy Superintendent
- Ericilda X. Herman, STX Acting Insular Superintendent
- Diane Clarke, STTJ District Director of Curriculum & Instruction
- Pedro Parrilla, STX District Director of Curriculum & Instruction
- Astrid Hypolite, STTJ District Director of Data & Assessment



- Kerra Samuel, STX District Director of Data & Assessment

Enrollment is presently at 166 students.

#### STX

Grade Level	Numbers
6	5
7	10
8	15
9	14
10	11
11	24
12	13

#### STTJ

Grade Level	Numbers
6	5
7	12
8	16
9	12
10	9
11	15
12	5

- Instruction is provided through a contractor that uses the standards, pacing guides and course outlines approved by the VIDE Territorial VIVA Team. Courses are identified as per the Virgin Island Board of Education Promotion & Retention policies for the respective grade levels.

#### VIBE Request: Employee Roster

An updated employee roster by district

#### VIDE Response

Rosters are provided for VIDE employees under the following categories:

1. AFT Local 1825
2. AFT Local 1826
3. EAA STTJ
4. EAA STX





See Appendix F: EAA and AFT Report

**VIBE Request:  
American Rescue Plan**

Focus on the tables included in your plan i.e., expenditures to date (including those in process), update on areas with specific timelines, the impact of each area on VIDE's plans for each school campus, what if any funding is included to support CTE programs, plan for Counselor, School psychology, and social worker certification programs throughout the territory, definitions for positions not traditionally listed (Social Distance staff and hygiene support staff), transportation costs covered under this funding source, etc.

**VIBE Response**

Together, state, districts and school-based staff have identified the overall safe and healthy needs of students and staff as a priority in returning to school safely. This requires providing access to safe and healthy environments and being able to access support for the social and emotional wellness of students, staff, and families due to unforeseen circumstances related to the COVID-19 pandemic. The districts will support every aspect of student growth – cognitive, physical, emotional, creative, social, and moral development. This will require the staff to support, as well as consultation services and resources to engage in this work. One way to do this is to support a relationship-based culture within each of our schools. A school's culture can be defined as a complex system of relationships, norms, practices, beliefs, and assumptions. We are of the view that our schools, as places of human community, will engage in purposeful operations on the premise that schools are for students, for learning, and for improvement.

To address the needs of students we will uplift schools' environments and infrastructure, enhance air quality systems, and expand outdoor learning spaces. This will include assessments, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacements. The district will also provide a wealth of social and emotional support to include preparing a team of professionals to lead this charge. Degree Programs will be offered with Cohorts in School Psychology, School Counseling and Social Work.

All support will address the needs of all subgroups within our schools. Protocols will be put in place and staff will be hired to ensure that students and staff adhere to safety protocols. A series of training will be ongoing for teachers, students, parents, school nurses, custodial workers, kitchen workers, school monitors, bus drivers, school administrators, and all other school-based personnel.

The VIDE anticipates that each student will graduate with the technology, career, and personal competencies to succeed in careers, college, and as citizens in a globally diverse world. The pandemic has caused a shift in learning experiences and the need to provide optimal learning



experiences to include extended learning opportunities. It has also required us to deliver innovative technologies and students are provided additional opportunities to ensure that students and parents are proficient in digital literacy skills. Efforts to improve student achievement will include robust support during the school day and from extended learning experiences. We anticipate providing a multitude of experiences that will allow them to solve problems, think creatively, engage them in teamwork and encourage them to use critical thinking skills. These experiences will enhance student achievement and improve students' ability to engage in negotiation and strategic decision-making outside the classroom.

In designing and planning instruction, teachers are guided by the curriculum and standards that currently make up the Curriculum at the V.I. Department of Education. Teachers will design and execute lessons using existing standards and instructional resources. Personalized learning experiences will be provided as they consider the individual learning experiences that meet the needs and interests of every child. The teachers and support staff will take into consideration differentiation tools, technology integration needs and will conduct diagnostic assessment to assess students' skills related to upcoming content and provide guidance into what support might be needed. Through use of all Grant funding, a blended approach will opportunities/instructional interventions for students by providing measures of student growth with diagnostic results and individualized next steps for instruction through web-based programs such as i-Ready with Ready Common Core, Achieve 3000, and Edmentum.

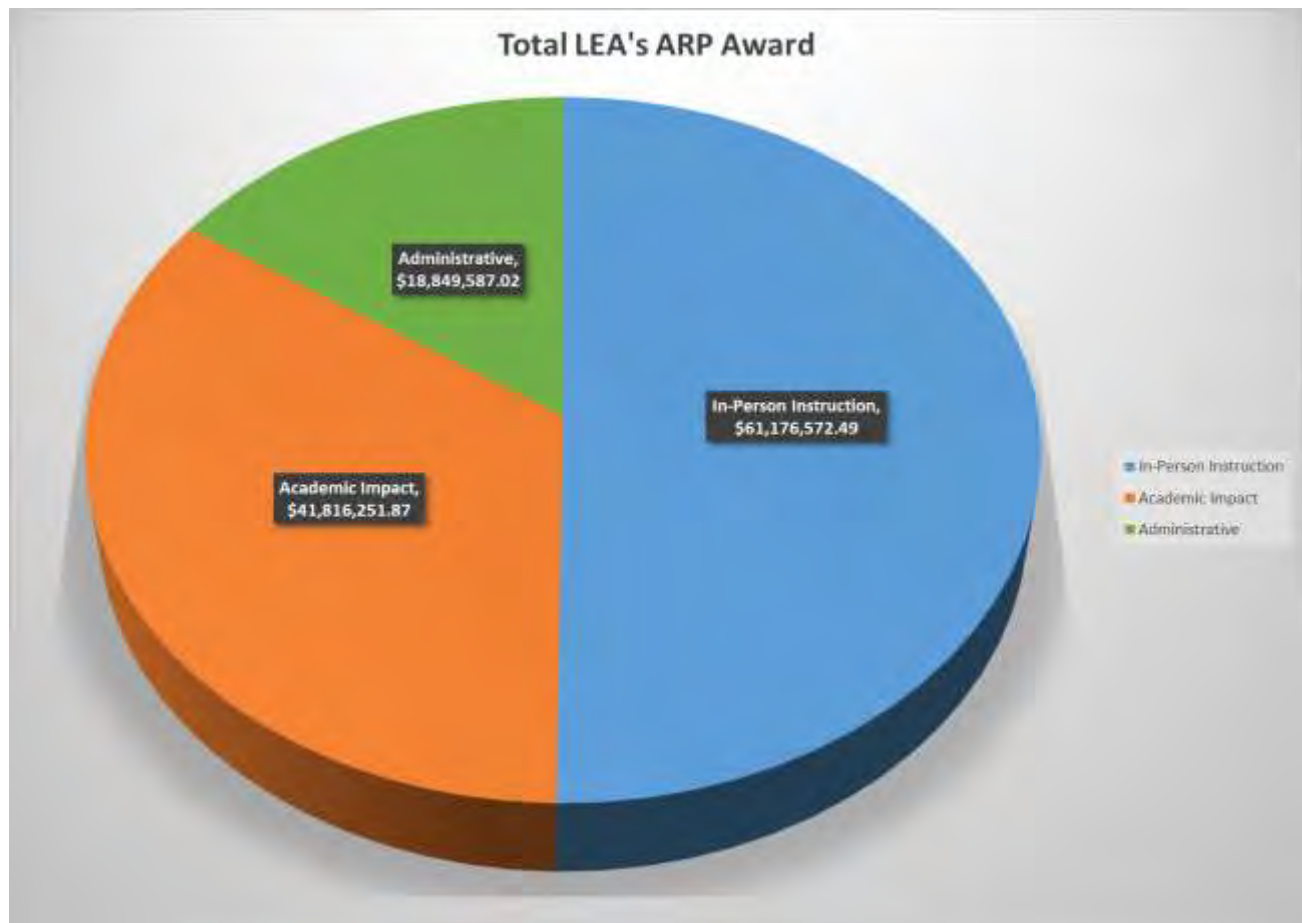
While some interventions will occur during the school day, funds have been identified for expanded tutorial services, after school and summer programming. Saturday academies will also provide targeted support for students in approaching grade level standards with emphasis on targeted skill building. A homework hotline has started for students in PK-6 and once staff is identified, it will be expanded to higher grades. Students with disabilities will continue to receive services as outlined in the IEP and will participate with their age-appropriate peers in intervention programs. They will also have access to small groups and individual tutorial support as needed. Similarly, 504 and ELL students will receive accommodation and language support services as outlined in their plan and will have access to additional district support. A multitude of support will be provided for ELs to improve their mathematics and literacy skills, this will include support for families to fully engage in learning activities to assist their children with developing their literacy and numeracy skills.

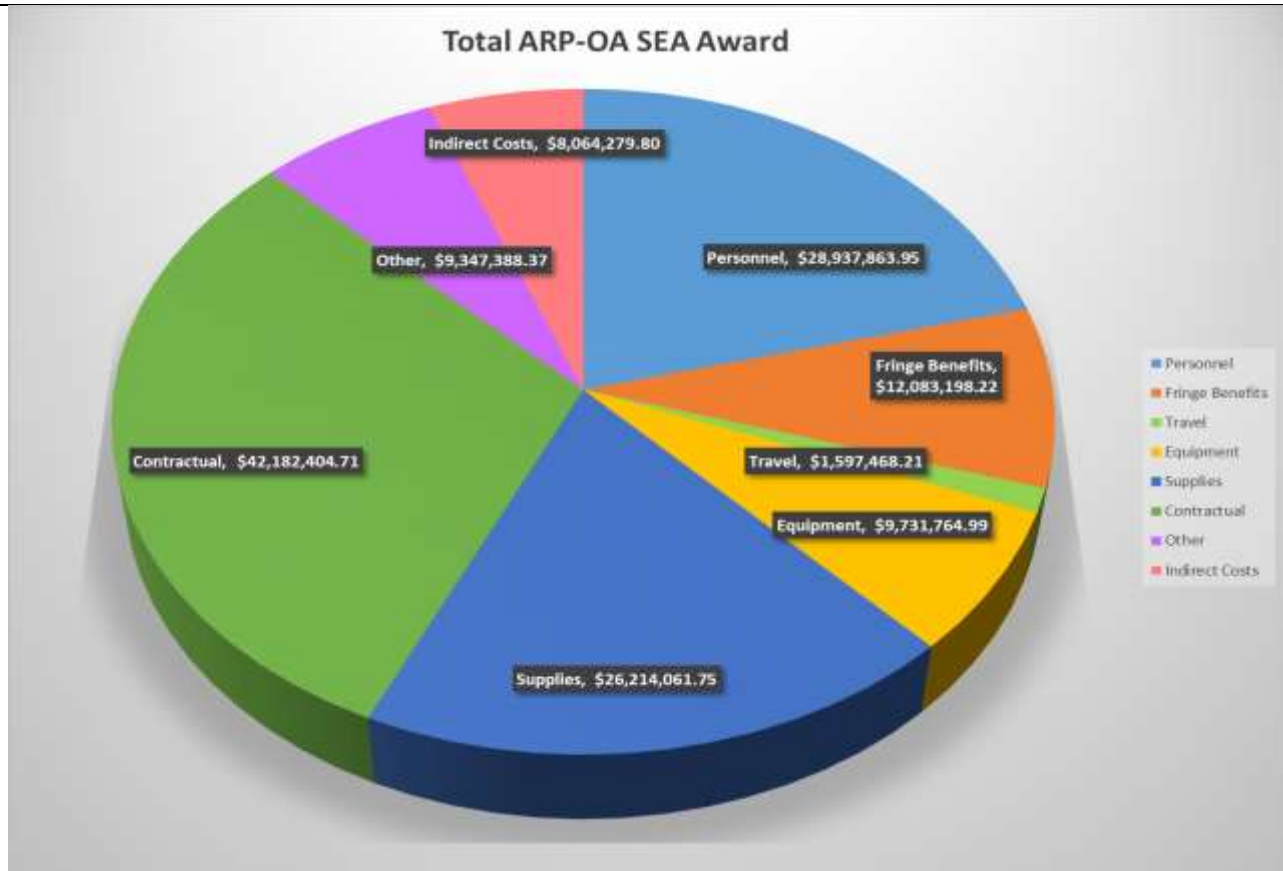
Funding will further augment opportunities for CTE students will have access to theoretical courses as well as practical experiences for authentic learning outcomes. Advanced Placement, Mathematics, cultural activities, STEAM and other accelerated learning activities will also be provided. Students will have access to a range of cultural experiences as an extension of the school day as well as with families, this will include cultural tours, on island experiences, recreational activities to include drone technology, fishing, stilt dancing and more. Many of the activities will be geared towards social development through team-building experiences. As we continue in our efforts to develop the whole child, physical and other recreational activities will be needed. Therefore, supplemental support for arts classes, and physical education/sports will be provided.



This work requires strong monitoring systems to address student attendance and participation in interventions. A Learning Program Manager and Student Success Specialists will support schools by adding another level towards student achievement. As our teachers and students continue to face challenges due to the pandemic, training, and support for staff on instructional techniques and platforms will be ongoing.

Technology has transformed the world and has helped us to stay connected and keep students engaged. The district will continue to address inequity that can be caused by the pandemic by leveraging technology resources for students. This includes increased and improved access to online classes, digital resources, instructional software, and connectivity access and devices, an enhanced technology infrastructure, and ongoing technical support. Staff will also have access to the needed technological tools and infrastructure.





## PERCENT % OF CARES ACT, ARP FUNDS OBLIGATED



CARES ACT I  
\$19,992,337



■ OBLIGATED ■ NOT OBLIGATED

CARES ACT II  
\$53,234,881



■ OBLIGATED ■ NOT OBLIGATED

ARP  
\$138,158,430



■ OBLIGATED ■ NOT OBLIGATED

AWARD YEAR	EXPIRATION DATE	AWARD AMOUNT	AMOUNT OBLIGATED	PERCENT % OBLIGATED	AMOUNT LEFT TO OBLIGATE	PERCENT % LEFT TO OBLIGATE
CARES I	9-30-2022	\$19,992,337.00	\$16,392,144.50	81%	\$3,600,192.50	19%
CARES II	9-30-2023	\$53,234,881.00	\$13,669,381.98	25%	\$39,545,499.02	75%
ARP	9-30-2024	\$138,158,430.0	\$0	0%	\$138,158,430.0	100%

See Appendix G: VIDE ARP Approved Plan

## **APPENDIX B – FIRE SERVICES REPORTS**





GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS  
OFFICE OF THE GOVERNOR  
**VIRGIN ISLANDS FIRE SERVICE**  
"Providing Safety, Service and Satisfaction"



St. Thomas/St. John: 385 William G. Lewis Drive, Estate Taarneberg, St. Thomas, VI 00802 ~ Tel: (340) 774-7610 ~ Fax: (340) 774-4630  
St. Croix: No. 3019 Orange Grove, St. Croix, VI 00820 ~ Tel: (340) 773-8050 ~ Fax: (340) 773-8032

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Date: April 6, 2022

To: Ms. Emmanuella Perez- Cassius

From: Arson Prevention and Investigation Unit  
Virgin Islands Fire Service  
St. Croix District  
Phone: 773-8050 Fax: 773-8032

Re: **2021-2022 Schools Inspection Fire and Life Safety Plan Report**

Dear Ms. Emmanuella Perez-Cassius

The Virgin Islands Fire Service, Arson Investigation and Prevention Unit report on life and fire safety inspection for schools, 2020- 2021 is as follows.

**St. Croix Educational Complex:** Auditorium Occupancy count is at 320 persons; The Gym is at 735 persons. Exit lights in the gym works, but the emergency lights did not illuminate during testing. Smoke detectors are still needed throughout the facility. Those that are there are currently in place are outdated and not functioning. Fire standpipes cabinets does not have any hose lines with nozzles. We also found classrooms with missing light switch, and outlet covers.

E-100 hallway still does not have any emergency lighting. No generator still has not been placed at the facility in anticipation for power failures. Reports on the status of the fire extinguishers are saying that they were all serviced but they are not at their designated locations. The double exit doors at hallway E-100 was found locked, we spoke to the maintenance representative on why this was happening, and he directed us to a gym teacher that had the keys, and his reply to us was " It's not his job or responsibility for making sure those doors are unlocked during operational hours"( NFPA 101, 7.2.1.5.2 and OSHA) Code Violations.

Exit signage and smoke detectors are still needed at rooms E-100 through E-104. We also found the western doors for E-100 hall away was completely locked during school hours, which violates all applicable codes that pertain to Means of Egress. Section 1008.1.8 (IBC), and NFPA (101) 7.2.1.5.1

The entire facility has copper pipes leaking, with patch work all over the ceiling of the structure. Exposed wires and holes dug within the concrete walls in the male locker/rest rooms. Three out of four shower are working with only one flushing toilet in that E-100 area. Doors that were found locked, was because of the panic bar system on the left double door is not operable. The down spouts, and spout systems are damaged which creates flooding at the school hallways at the vocational section of nursing.

The library and Room D-02 and 03 have updated fire extinguishers but no functioning smoke detectors. Cafeteria has the correct amount and types of extinguishers. Two five-pound dry chemical ABC, One CO2 Extinguisher, and One Class K Fire Extinguisher. Kitchen also has new exit lights and emergency lights.

**"WE EXIST TO PROTECT, CARE FOR, AND SERVE"**



**St. Croix Central High School:** was inspected by Principal Yves Abraham, Deputy Fire Chief, Paul Christian and I, Fire Marshal Henry P. Joseph. At that time, we inspected the office for smoke detectors, emergency lights, and fire extinguishers. The extinguishers are properly placed, and are in good working conditions, but they all require servicing. The smoke detectors are outdated and needs to be replaced, they also should be interconnected, supplied by hard wire power source with a battery back-up system. (NFPA 72)

We then inspected the campus wings for fire extinguisher placements, fire extinguishers signage is clearly posted, but no extinguishers were at the designated location, due to a report of them being out for servicing. We checked the intercom system, which works on the campus, but not at the modulars or the sprung buildings, which by NFPA 72 Sec.9.6.3. Audible communications must cover all occupied areas. The cafeteria was inspected, and it passed the Life and Fire Safety inspection as it pertains to fire extinguishers, smoke detectors, exit signage and emergency lights. The exhaust hood system in the kitchen does not work and has reached its outdated status. The hood systems must be automatic, or emergency pull station capability. (NFPA 1, NFPA 96) I also noticed that the kitchen walls are covered with tiles, based on health safety codes for all kitchens must have stainless steel or easily cleaned coverings on the walls, especially in the food prep areas.

As for the campus itself while it pertains to down spouts, and drainage systems, along with a leaking roof system at the corridors the campus floods at certain locations, which creates a fall hazard. Principal Abraham did confirm that evacuation drills are done on a quarterly basis.

**Claude O. Markoe Elementary School:** The Auditorium occupancy count is at 312 individuals seated, with sufficient Means of Egress. The school does not have a working generator and does not have smoke detectors or emergency exit lights. The kitchen has one outdated fire extinguisher, with others throughout the campus, and classrooms.

**Juanita Gardine Elementary School:** The auditorium occupancy is 537 fixed seating, with the correct Means of Egress. They are no smoke detectors within that assembly area, the emergency exit lights are on stand-by but could not be evaluated due to placement height of them. The fire extinguishers are all pending inspection and servicing in the kitchen and throughout the school campus. The kitchen does not have the necessary fire extinguishers, emergency lights, signs, and smoke detectors. The exhaust hood systems do not work, which creates a heat exhaustion hazard for kitchen personnel. The kitchen roof has major leaks which creates another life safety hazards. The propane supply tank must be protected by a concrete retaining structure, with a shut off valve on the outside of the building, currently they are none. The appliances in the kitchen also need shut off valves, those that are currently there are not operational.

The gym has an occupancy of 616 persons, with the correct Means of Egress. Exit signs area in place but they do not illuminate, emergency lights are also in place but was mounted too high for testing. It was reported that the roof of the gym has major leaks.

**Ricardo Richards Elementary School:** Smoke detectors, exit signs, and emergency lights are working, fire extinguishers are also pending inspection and servicing at this campus. Emergency alarm strobes are needed in the interior hallway. Audible alarm alerting system can be heard throughout school campus. Fire drills are conducted on quarterly basis, for which they have passed. (Last Drill 3-18-22) We were presented with an emergency evacuation plan which is rehearsed with the faculty and staff. The kitchen exhaust system works, makes a lot of noise, and is of old design. The hood system that is required must be automatic or manual activated by an emergency pull station. The kitchen has a retrofitted water drain, and water supply line that crosses a path of travel, which is definite trip and fall hazard. Exit sign and emergency light does not work at the cafeteria south exit. Fire extinguisher sign is in place, but the extinguisher is not placed. AC electrical boxes outside of cafeteria are not locked, shock or electrocution hazard. Gas supply tank has no protective concrete barricade, which has the proper safety warning signs. There is also no outside of the building gas shut off valve.

**Alfredo Andrews Elementary School:** Emergency lights in the kitchen, hallways, classrooms, and main office, are not working, there was a power outage while I was there doing my inspection and none of them came on. Electrical junction boxes on kitchen walls must be covered. Fire extinguishers need servicing and site placement. I was showed an exposed electrical outlet with its wires laying out of its conduit box on the floor at the food



serving appliance. (See power point) The fire alarm system does not work, during my inspection multiple pull stations was already pulled into the activated position.

A kitchen worker showed me a six-burner stove, where only three of the burners are working, while the oven of that stove does not work. They showed me a commercial kettle that whenever its being used, their eye, nose, and throat burns from the smell of propane gas. They have all decided not to use it after making reports on that kettle issue, and nothing was done about it. I checked the piping to the kettles with soap water and found leaks at the galvanize pipe joints. (See Power Point). The commercial type of fridge that you enter, does not have any panic button system on the inside of the door, "it's usually wedged open while we retrieve items". (Life safety Hazard) While doing my inspection, I kept smelling the odor of kitchen sewer, which is when I asked, "where is that smell coming from"? A kitchen worker then called me around to the most eastern wall where the sinks are located, and to no avail there was a sewer drain filled to the top of the flange in the floor with kitchen waste. (See power point). It is evident that the kitchen sewer backing up has been a long-term issue due the water and grease has caused the floor tiles in that area to become loose, which is also a slip and fall hazard. (OSHA, Health, and Life Safety Violation)

There are two pizza type ovens, that the kitchen staff has reported to me of being very unsafe. They reported that whenever the ovens are used, and it is time to take the food product out, it shoots flames out at you as you open the doors. They have reported it, and nothing has been done.

The exhaust hood system is old and not working, there is one other kettle that is being used to cook starches (rice, pasta,) of food products, its then emptied and recleaned to cook the meat kind products which in my understanding is not the way those kitchen appliances should be used. On the outside of the kitchen slightly to the north, there is a rectangular type of maintenance hole, which is only partially covered by a plywood and a metal plate. The propane gas lines to the appliances need new shut off valves. There also must have a second shut off valve on the outside of the building, the only other valve found, was at the supply tank. (NFPA 58)

**Pearl B. Larson Elementary School:** Kitchen Hood system is of an old design and not working. Fire extinguishers needs to be serviced. The propane tank retaining structure is damaged, and the coper supply line is just exposed and ran underground to the kitchen. Improper gas line application. (NFPA 54:7.1.2.1)

**Eulalie Rivera Elementary School:** New light fixtures are needed at cafeteria entrance building. The fire extinguishers are also out for servicing. The school does not have any emergency lights or exit signs in the cafeteria or kitchen. The utility room has a leaking roof which damages items in storage. There is an all-in-one freezer/fridge that has two separate doors, the door at the freezer side has no panic button on the inside Exhaust Kitchen hood, dish washing machine, and ovens does not work. The propane gas lines to the appliances need new valves, and on the outside of the kitchen also need the correct gas line piping, regulators, and clearly marked by its color or signage, and shut off valve, not only at the tank. (NFPA 58)

**John H. Woodson Jr. High School:** Primary office has one five-pound ABC fire extinguisher that will become outdated this July 2022, in fact all the others found throughout the school campus has that expiration date. Intercom alerting systems works throughout the school, except at the Sprung Gym building. Communication is made through hand radio for that site to the teacher responsible for that area. Library does not have any fire extinguishers, and no working smoke detectors. The AC cabinet in the library needs a door to safeguard against electrical shock. The computer server room in the library needs a CO2 fire extinguisher and smoke detection alerting system. Exit signs and emergency lights also needed in the library. The stairs to the upstairs need to be repaired, the non-skid edges have worn away creating a trip or skid hazard. Fire extinguisher upstairs in the library is dated and stamped June 2017

The fire alarm system clearly does not work, multiple pull stations are already pulled in the down position. They are areas on the campus where the emergency strobe lights, and alarm boxes are hanging by the wires. (NFPA 72). At hallway column post (B) that enters the courtyard from the library are AC unit breaker boxes that needs to be locked to avoid electrical shock to students, I also found that all the AC units that are in the courtyard does not



have locks on the boxes. Fire extinguisher cabinets that were built into the walls and column post was removed and painted over to match the interior of the school. (NFPA 10) That change should not been made without the notification and authorization from the Fire Marshal. (Authority Having Jurisdiction)

Classroom B-112 AC units runs but does not produce any frigid air. That classroom is too humid and uncomfortable and does not have any working smoke detectors or fire extinguishers in proximity. There is an atrium type area at the second-floor eastern and western stairwell, which should be protected by metal cage system that goes from the 36-inch wall height that surrounds the staircase to the ceiling, while doing my safety inspection of those steps I saw that need for a vertical opening protection. (Authority Having Jurisdiction)

The science labs have no smoke detectors or fire extinguishers, the male restrooms upstairs at (B 202) have an uncovered hole in the ceiling where the vent grill should be located, and that male restroom has an electrical outlet that is not GFCI or protected by a safety cover. (NEC) National Electrical Code. Within that hallway downstairs to the courtyard has an exits sign that is not illuminated and has no emergency lights attached to it, in case of a power failure.

The wood working classroom has an expired extinguisher, no smoke detectors, wires hanging from an electrical box, Flammable liquids, solvents, and paints that are just left exposed on top of worktables without the supervision of anyone. (NFPA 30). That wood working class also has medium to substantial number of wooden products that are not properly, stored, there is a need for storage racks that would safely guard against any wood toppling over accidents. Based on the square footage of that one classroom and electrical equipment which brings that area into a high hazard occupancy. High hazards contents are "those that are likely to burn with extreme rapidity or from which explosions are likely" That type of hazard requires an automatic sprinkler system. (NFPA 13) I inspected that class on different occasions because of its hazard content, and to no avail extension cords left plugged into the outlets, and smaller gage extension cords are plugged into that first extension cord was also left unattended. (NEC 400.8)

The kitchen needs immediate attention, fire extinguisher there is outdated, with only one Class K extinguisher in place, while the others are out for servicing. The exhaust hood works but is outdated by design and safety features. Gas supply lines shut off valves are either blocked in by the appliance, with others that was never installed or later removed, its currently missing (NFPA54). There should be another shut off valve on the outside of the kitchen, but the only other one found, is at the supply tank. The supply line from the tank, which is made of galvanize runs under ground to the building. The propane tank is placed on concrete floor with a chain link fence and gate around its perimeter, that area should be a concrete floor, and concrete or block wall securing its perimeter, and displaying the necessary safety warning signs and colors.

The food storage room needs smoke detectors, or a fire alarm alerting system. The freezer interior doors side have panic button safety hardware for safety of personnel. The new kitchen appliances are at the school in the auditorium just waiting for the installation process. The auditorium needs exit signs that illuminate and emergency lights that can be assessed, those that are in proximity are placed too high in elevation. (NFPA101 Sec7.10.1.9 and 7.10.1.6)

The cafeteria has an occupancy of 108 fixed seating pre-covid, while the auditorium has an occupancy of 756 fixed seating, Means of Egress is correct for both. The band room has no smoke detectors, or fire extinguishers. The clock on the east wall has exposed wires. The water-stained ceiling tiles shows signs of roof leakage, which creates a health hazard of mold.

The Maintenance building is a complete hazard, the roof leaks, and that building houses high voltage panel boxes. Items removed from the campus is thrown all over, nothing is organized. Wall mount fire alarm system strobes and alerting alarms are hanging on the wires. High voltage panel boxes are missing doors that secure them shut. Huge amount of paint buckets is piled up in a corner to the north entrance. (NFPA 30)

In closing of this report, I will now bring to your attention that violation orders and reports were issued in the past to Department of Education Representatives on our findings of these previously mentioned schools code violations. We gave a report and notice to the Department of Education on a six-month period granted for the

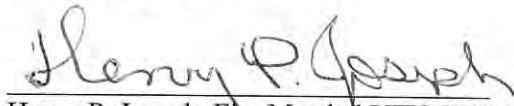
Plan Review Cont.

repairs which was signed by me, Fire Marshal Henry P. Joseph. It was brought to my attention that another report was generated, but to assure the necessary parties involved that report did not come from the Arson and Fire Prevention Office.

Our schools are in deplorable condition, with multiple code violations, in my honest and professional suggestion, along with the Authority Having Jurisdiction as it pertains to Fire and Life Safety, I would recommend the demolishing of all these schools in violations and build new ones to the most recent Health, Fire Life Safety, and National Electrical Codes that are set forth.

As it pertains to cost that is requested by the email from VIBE dating March 11, 2022, we are not authorized on calculating or explaining the possible cost, I would suspect that there are other agencies that are responsible for that task.

Respectfully Yours,

A handwritten signature in cursive script that reads "Henry P. Joseph". The signature is written in dark ink and is positioned above a horizontal line.

Henry P. Joseph, Fire Marshal VIFS STX District



## **APPENDIX C – ENVIRONMENTAL HEALTH REPORTS**



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Bertha C. BocheiteAddress: 9-1 + 12A EA. Bavoni

Zip: \_\_\_\_\_

City: \_\_\_\_\_ Permit #: \_\_\_\_\_

Permit Holder: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐Date: 9/3/21 Time In: 1:15 pm Time Out: \_\_\_\_\_Risk Type: 1 ☐ 2 ☐ 3 ☒

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Supervision 4 Points</b>			
1	IN OUT		
Person in charge present, demonstrates knowledge, and performs duties			
2	IN OUT N/A		
Certified Food Protection Manager			
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>			
3	IN OUT		
Proper Use of restriction and exclusion			
4	IN OUT N/O		
Hands clean & properly washed			
5	IN OUT N/A N/O		
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed			
<b>4 Points</b>			
6	IN OUT		
Management, food employee and conditional employee: knowledge, responsibilities and reporting			
7	IN OUT N/O		
Proper eating, tasting, drinking, or tobacco use			
8	IN OUT N/O		
No discharge from eyes, nose and mouth			
9	IN OUT		
Adequate handwashing sinks properly supplied and accessible			
10	IN OUT		
Procedures for responding to vomiting and diarrheal events			
<b>Approved Source 9 Points</b>			
11	IN OUT		
Food obtained from approved source			
12	IN OUT N/A N/O		
Food received at proper temperature			
13	IN OUT		
Food in good condition, safe, & unadulterated			
14	IN OUT N/A N/O		
Required records available: shellstock tags, parasite, destruction			
<b>Protection from Contamination 9 Points</b>			
15	IN OUT N/A N/O		
Food separated and protected			
16	IN OUT		
Proper disposition of returned, previously served, reconditioned, & unsafe food			
<b>Compliance Status 4 Points</b>			
17	IN OUT N/A		
Food-contact surfaces; cleaned & sanitized			
<b>Time/Temperature control for Safety 9 Points</b>			
18	IN OUT N/A N/O		
Proper cooking time and temperatures			
19	IN OUT N/A N/O		
Proper reheating procedures for hot holding			
<b>9 Points</b>			
20	IN OUT N/A N/O		
Proper cold holding temperatures			
21	IN OUT N/A N/O		
Proper hot holding temperatures			
22	IN OUT N/A N/O		
Proper cooling time and temperatures			
23	IN OUT N/A N/O		
Time as a Public Health Control; procedures & records			
<b>4 Points</b>			
<b>Consumer Advisory 4 Points</b>			
24	IN OUT N/A N/O		
Proper date marking and disposition			
25	IN OUT N/A		
Consumer Advisory provided for raw/undercooked food			
<b>Highly Susceptible Populations 9 Points</b>			
26	IN OUT N/A		
Pasteurized foods used; prohibited food not offered			
<b>Food/Color Additives and Toxic Substances 4 Points</b>			
27	IN OUT N/A		
Food additives: approved & properly used			
28	IN OUT N/A		
Toxic substances properly identified, stored, & used			
<b>Conformance with Approved Procedures 4 Points</b>			
29	IN OUT N/A		
Compliance with variance/specialized process/HACCP			

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance Mark "X" in appropriate box for COS and/or R COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Safe Food and Water 3 Points</b>			
30	Pasteurized eggs used where required		
31	Water & ice from approved source		
32	Variance obtained for specialized processing methods		
<b>Food Temperature Control 3 Points</b>			
33	Proper cooling methods used; adequate equipment for temperate control		
34	Plant food properly cooked for hot holding		
35	Approved thawing methods used		
36	Thermometers provided & accurate		
<b>Food Identification 3 Points</b>			
37	Food properly labeled; original container		
<b>Prevention of Food Contamination 3 Points</b>			
38	Insects, rodents, & animals not present		
39	Contamination prevented during food preparation, storage & display		
40	Personal cleanliness		
41	Wiping cloths: property used & stored		
42	Washing fruits & vegetables		
<b>Proper Use of Utensils 3 Points</b>			
43	In-use utensils: properly stored		
44	Utensils, equipment & linens: properly stored, dried, & handled		
45	Single-use/single-service articles: properly stored & used		
46	Gloves used properly		
<b>Utensils, Equipment and Vending 1 Points</b>			
47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
48	Warewashing facilities: installed, maintained, & used; test strips		
49	Non-food contact surfaces clean		
<b>Physical Facilities 2 Points</b>			
50	Hot & cold water available; adequate pressure		
51	Plumbing installed; proper backflow devices		
52	Sewage & waste water properly disposed		
53	Toilet facilities: properly constructed, supplied, & cleaned		
54	Garbage & refuse properly disposed; facilities maintained		
55	Physical facilities installed, maintained, & clean		
56	Adequate ventilation & lighting; designated areas used		

Person in Charge (Signature) Mary GibbsDate: 9-3-21Inspector (Signature) C. Thomas-LindoFollow-up: YES ☒ NO ☐ (Circle One)Follow-up Date: TBA



Establishment Name: Bertha O. Bachante

Address: 7-1 + 12A EST. Belloni

Zip:

City:

Permit #

Permit Holder:

Telephone Number:

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

#56

Ventilation & lighting must be adequate  
- Hood exhaust insufficient at this time (not working)

420

Freyer should be @  $0^\circ$  or below

- currently reading  $07^{\circ}\text{F}$

- Frozen Hot dog reading  $15^{\circ}\text{F}$

# 26

All thermometers should be accurate

- Currently not working

#10

Vomiting & diarrhoeal kit must be accessible at all times.

#50

No Hot water available

- Hot water must be available and at adequate pressure

Person in Charge (Signature)

May Gibbs

Date 9/3/21

Inspector (Signature)

C. Thompson-Lindo

Date 9/3/21



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Bertha C. Bocheite  
 Address: 9-1 + 12A E St - Boveni Zip: \_\_\_\_\_  
 City: \_\_\_\_\_ Permit #: \_\_\_\_\_  
 Permit Holder: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐Date: 9/3/21 Time In: 1:15 pm Time Out: \_\_\_\_\_Risk Type: 1 ☐ 2 ☐ 3 ☒

CURRENT SCORE

CURRENT GRADE

85

B

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

COS R

## Supervision

4 Points

- 1 IN OUT Person in charge present, demonstrates knowledge, and performs duties  
 2 IN OUT N/A Certified Food Protection Manager

## Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points

- 3 IN OUT Proper Use of restriction and exclusion  
 4 IN OUT N/O Hands clean & properly washed  
 5 IN OUT N/A N/O No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

- 6 IN OUT Management, food employee and conditional employee: knowledge, responsibilities and reporting  
 7 IN OUT N/O Proper eating, tasting, drinking, or tobacco use  
 8 IN OUT N/O No discharge from eyes, nose and mouth  
 9 IN OUT Adequate handwashing sinks properly supplied and accessible  
 10 IN OUT Procedures for responding to vomiting and diarrheal events

## Approved Source

9 Points

- 11 IN OUT Food obtained from approved source  
 12 IN OUT N/A N/O Food received at proper temperature  
 13 IN OUT Food in good condition, safe, & unadulterated  
 14 IN OUT N/A N/O Required records available: shellstock tags, parasite, destruction

## Protection from Contamination

9 Points

- 15 IN OUT N/A N/O Food separated and protected  
 16 IN OUT Proper disposition of returned, previously served, reconditioned, & unsafe food

## Compliance Status

COS R

4 Points

- 17 IN OUT N/A Food-contact surfaces; cleaned & sanitized

## Time/Temperature control for Safety

9 Points

- 18 IN OUT N/A N/O Proper cooking time and temperatures  
 19 IN OUT N/A N/O Proper reheating procedures for hot holding

9 Points

- 20 IN OUT N/A N/O Proper cold holding temperatures

- 21 IN OUT N/A N/O Proper hot holding temperatures

- 22 IN OUT N/A N/O Proper cooling time and temperatures

- 23 IN OUT N/A N/O Time as a Public Health Control; procedures & records

4 Points

- 24 IN OUT N/A N/O Proper date marking and disposition

## Consumer Advisory

4 Points

- 25 IN OUT N/A Consumer Advisory provided for raw/undercooked food

## Highly Susceptible Populations

9 Points

- 26 IN OUT N/A Pasteurized foods used; prohibited food not offered

## Food/Color Additives and Toxic Substances

4 Points

- 27 IN OUT N/A Food additives: approved & properly used

- 28 IN OUT N/A Toxic substances properly identified, stored, & used

## Conformance with Approved Procedures

4 Points

- 29 IN OUT N/A Compliance with variance/specialized process/HACCP

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
 Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Safe Food and Water

3 Points

- 30 Pasteurized eggs used where required  
 31 Water & ice from approved source  
 32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

- 33 Proper cooling methods used; adequate equipment for temperate control  
 34 Plant food properly cooked for hot holding  
 35 Approved thawing methods used  
 36 X Thermometers provided & accurate

## Food Identification

3 Points

- 37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

- 38 Insects, rodents, & animals not present  
 39 Contamination prevented during food preparation, storage & display  
 40 Personal cleanliness  
 41 Wiping cloths: properly used & stored  
 42 Washing fruits & vegetables

## Proper Use of Utensils

3 Points

- 43 In-use utensils: properly stored  
 44 Utensils, equipment & linens: properly stored, dried, & handled  
 45 Single-use/single-service articles: properly stored & used  
 46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

- 47 Food & non-food contact surfaces cleanable, properly designed, constructed, & used  
 48 Warewashing facilities: installed, maintained, & used; test strips  
 49 Non-food contact surfaces clean

## Physical Facilities

2 Points

- 50 X Hot & cold water available; adequate pressure  
 51 Plumbing installed; proper backflow devices  
 52 Sewage & waste water properly disposed  
 53 Toilet facilities: properly constructed, supplied, & cleaned  
 54 Garbage & refuse properly disposed; facilities maintained  
 55 Physical facilities installed, maintained, & clean  
 56 X Adequate ventilation & lighting; designated areas used

Person in Charge (Signature) May SimbsDate: 9-3-21Inspector (Signature) C. Torres-LindoFollow-up: YES ☒ NO ☐ (Circle One)Follow-up Date: TBA



## Establishment Name:

Address:

Zip: \_\_\_\_\_

City: \_\_\_\_\_

Permit #

Permit Holder:

Telephone Number:

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

#56

Ventilation & lighting must be adequate  
- Hood exhaust insufficient at this time (not working)

#20

Freezer should be @  $0^{\circ}$  or below

- currently reading  $07^{\circ}\text{F}$

- Frozen Hot dog reading  $15^{\circ}\text{F}$

# 26

All thermometers should be accurate

- Currently not working

#10

vomitting & diarrhoeal kit must be accessible at all times.

#50

No Hot water available

- Hot water must be available and at adequate pressure

Person in Charge (Signature)

Mayy Gumb

Date 9/3/21

Inspector (Signature)

C. Thomas-Lindo

Date 9/3/21



**Food Service Establishment Inspection Report**

Establishment Name: Charlotte Amalie High School Bus Shed

Address: 839 Estate Thomas Zip: 00802

City: Charlotte Amalie, St. Thomas Permit #: \_\_\_\_\_

Permit Holder: \_\_\_\_\_ Telephone Number: 340-774-8070

District: STX ☐ STT ☒ STJ ☐ WI ☐

Purpose of Inspection: Routine ☐ Follow-up ☐ Complaint ☐ Preliminary/Opening ☒

Date: 6/21/21 Time In: 11:10 Time Out: 12:20

Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

91

A

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Supervision 4 Points</b>			
1	IN OUT		
Person in charge present, demonstrates knowledge, and performs duties			
2	IN OUT N/A		
Certified Food Protection Manager			
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>			
3	IN OUT		
Proper Use of restriction and exclusion			
4	IN OUT N/O		
Hands clean & properly washed			
5	IN OUT N/A N/O		
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed			
<b>4 Points</b>			
6	IN OUT		
Management, food employee and conditional employee: knowledge, responsibilities and reporting			
7	IN OUT N/O		
Proper eating, tasting, drinking, or tobacco use			
8	IN OUT N/O		
No discharge from eyes, nose and mouth			
9	IN OUT		
Adequate handwashing sinks properly supplied and accessible			
10	IN OUT		
Procedures for responding to vomiting and diarrheal events			
<b>Approved Source 9 Points</b>			
11	IN OUT		
Food obtained from approved source			
12	IN OUT N/A N/O		
Food received at proper temperature			
13	IN OUT		
Food in good condition, safe, & unadulterated			
14	IN OUT N/A N/O		
Required records available: shellstock tags, parasite, destruction			
<b>Protection from Contamination 9 Points</b>			
15	IN OUT N/A N/O		
Food separated and protected			
16	IN OUT		
Proper disposition of returned, previously served, reconditioned, & unsafe food			
<b>Compliance Status 4 Points</b>			
17	IN OUT N/A		
Food-contact surfaces; cleaned & sanitized			
<b>Time/Temperature control for Safety 9 Points</b>			
18	IN OUT N/A N/O		
Proper cooking time and temperatures			
19	IN OUT N/A N/O		
Proper reheating procedures for hot holding			
<b>9 Points</b>			
20	IN OUT N/A N/O		
Proper cold holding temperatures			
21	IN OUT N/A N/O		
Proper hot holding temperatures			
22	IN OUT N/A N/O		
Proper cooling time and temperatures			
23	IN OUT N/A N/O		
Time as a Public Health Control; procedures & records			
<b>4 Points</b>			
24	IN OUT N/A N/O		
Proper date marking and disposition			
<b>Consumer Advisory 4 Points</b>			
25	IN OUT N/A		
Consumer Advisory provided for raw/undercooked food			
<b>Highly Susceptible Populations 9 Points</b>			
26	IN OUT N/A		
Pasteurized foods used; prohibited food not offered			
<b>Food/Color Additives and Toxic Substances 4 Points</b>			
27	IN OUT N/A		
Food additives: approved & properly used			
28	IN OUT N/A		
Toxic substances properly identified, stored, & used			
<b>Conformance with Approved Procedures 4 Points</b>			
29	IN OUT N/A		
Compliance with variance/specialized process/HACCP			

**Risk Factors** are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

**Public Health Interventions** are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

**Good Retail Practices** are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is **not** in compliance Mark "X" in appropriate box for COS and/or R COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Safe Food and Water 3 Points</b>			
30	Pasteurized eggs used where required		
31	Water & ice from approved source		
32	Variance obtained for specialized processing methods		
<b>Food Temperature Control 3 Points</b>			
33	Proper cooling methods used; adequate equipment for temperate control		
34	Plant food properly cooked for hot holding		
35	Approved thawing methods used		
36	Thermometers provided & accurate		
<b>Food Identification 3 Points</b>			
37	Food properly labeled; original container		
<b>Prevention of Food Contamination 3 Points</b>			
38	Insects, rodents, & animals not present		
39	Contamination prevented during food preparation, storage & display		
40	Personal cleanliness		
41	Wiping cloths: properly used & stored		
42	Washing fruits & vegetables		
<b>Proper Use of Utensils 3 Points</b>			
43	In-use utensils: properly stored		
44	Utensils, equipment & linens: properly stored, dried, & handled		
45	Single-use/single-service articles: properly stored & used		
46	Gloves used properly		
<b>Utensils, Equipment and Vending 1 Points</b>			
47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
48	Warewashing facilities: installed, maintained, & used; test strips		
49	Non-food contact surfaces clean		
<b>Physical Facilities 2 Points</b>			
50	Hot & cold water available; adequate pressure		
51	Plumbing installed; proper backflow devices		
52	Sewage & waste water properly disposed		
53	Toilet facilities: properly constructed, supplied, & cleaned		
54	Garbage & refuse properly disposed; facilities maintained		
55	Physical facilities installed, maintained, & clean		
56	Adequate ventilation & lighting; designated areas used		

Person in Charge Signature

Inspector Signature

Date: June 21, 2021

Follow-up: YES NO (Circle One)

Follow-up Date: 7/5/21



Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

# Food Service Establishment Inspection Report

Establishment Name: Chang's

Address: 879 Estate Thomas

City: Charlotte Amalie, St. Thomas VI

Zip: 00802

Permit Holder:

Permit #

Telephone Number:

### OBSERVATION AND CORRECTIVE ACTIONS

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

Item  
Number

10	No vomit kit available
----	------------------------

36	No thermometer provided
----	-------------------------

35	Food thawing on counter (Not an approved method)
----	--

20	Food not kept cold holding temperatures (41°)
----	---

21	Food not kept at hot holding temperatures ( $135^{\circ}$ )
----	---

Person in Charge (Signature)

Date 6-21-2021

Inspector (Signature)

Date 6/21/21



Government of the U.S.

in Islands - Department of Health - Division of Environmental Health

No Valid Health Permit

## Food Service Establishment Inspection Report

Establishment Name:

Address: 1884 Hongero Grade #21 Subbase

Zip: 00802

City: St. Thomas

Permit #:

Permit Holder:

Telephone Number: 340-774-8070

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐

Date: 9/14/2021

Time In:

Time Out:

Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

Mark "X" in appropriate box for COS and/or R

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Supervision 4 Points</b>			
1	IN OUT		
Person in charge present, demonstrates knowledge, and performs duties			
2	IN OUT N/A		
Certified Food Protection Manager			
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>			
3	IN OUT		
Proper Use of restriction and exclusion			
4	IN OUT N/O		
Hands clean & properly washed			
5	IN OUT N/A N/O		
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed			
<b>4 Points</b>			
6	IN OUT		
Management, food employee and conditional employee: knowledge, responsibilities and reporting			
7	IN OUT N/O		
Proper eating, tasting, drinking, or tobacco use			
8	IN OUT N/O		
No discharge from eyes, nose and mouth			
9	IN OUT		
Adequate handwashing sinks properly supplied and accessible			
10	IN OUT		
Procedures for responding to vomiting and diarrheal events			
<b>Approved Source 9 Points</b>			
11	IN OUT		
Food obtained from approved source			
12	IN OUT N/A N/O		
Food received at proper temperature			
13	IN OUT		
Food in good condition, safe, & unadulterated			
14	IN OUT N/A N/O		
Required records available: shellstock tags, parasite, destruction			
<b>Protection from Contamination 9 Points</b>			
15	IN OUT N/A N/O		
Food separated and protected			
16	IN OUT		
Proper disposition of returned, previously served, reconditioned, & unsafe food			

Compliance Status		COS	R
<b>4 Points</b>			
17	IN OUT N/A		
Food-contact surfaces: cleaned & sanitized			
<b>Time/Temperature control for Safety 9 Points</b>			
18	IN OUT N/A N/O		
Proper cooking time and temperatures			
19	IN OUT N/A N/O		
Proper reheating procedures for hot holding			
<b>9 Points</b>			
20	IN OUT N/A N/O		
Proper cold holding temperatures			
21	IN OUT N/A N/O		
Proper hot holding temperatures			
22	IN OUT N/A N/O		
Proper cooling time and temperatures			
23	IN OUT N/A N/O		
Time as a Public Health Control; procedures & records			
<b>4 Points</b>			
24	IN OUT N/A N/O		
Proper date marking and disposition			
<b>Consumer Advisory 4 Points</b>			
25	IN OUT N/A		
Consumer Advisory provided for raw/undercooked food			
<b>Highly Susceptible Populations 9 Points</b>			
26	IN OUT N/A		
Pasteurized foods used; prohibited food not offered			
<b>Food/Color Additives and Toxic Substances 4 Points</b>			
27	IN OUT N/A		
Food additives: approved & properly used			
28	IN OUT N/A		
Toxic substances properly identified, stored, & used			
<b>Conformance with Approved Procedures 4 Points</b>			
29	IN OUT N/A		
Compliance with variance/specialized process/HACCP			

**Risk Factors** are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

**Public Health Interventions** are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

Compliance Status		COS	R
<b>Safe Food and Water 3 Points</b>			
30			
Pasteurized eggs used where required			
31			
Water & ice from approved source			
32			
Variance obtained for specialized processing methods			
<b>Food Temperature Control 3 Points</b>			
33			
Proper cooling methods used; adequate equipment for temperate control			
34			
Plant food properly cooked for hot holding			
35			
Approved thawing methods used			
36			
Thermometers provided & accurate			
<b>Food Identification 3 Points</b>			
37			
Food properly labeled; original container			
<b>Prevention of Food Contamination 3 Points</b>			
38			
Insects, rodents, & animals not present			
39			
Contamination prevented during food preparation, storage & display			
40			
Personal cleanliness			
41			
Wiping cloths: property used & stored			
42			
Washing fruits & vegetables			

Compliance Status		COS	R
<b>Proper Use of Utensils 3 Points</b>			
43			
In-use utensils: properly stored			
44			
Utensils, equipment & linens: properly stored, dried, & handled			
45			
Single-use/single-service articles: properly stored & used			
46			
Gloves used properly			
<b>Utensils, Equipment and Vending 1 Points</b>			
47			
Food & non-food contact surfaces cleanable, properly designed, constructed, & used			
48			
Warewashing facilities: installed, maintained, & used; test strips			
49			
Non-food contact surfaces clean			
<b>Physical Facilities 2 Points</b>			
50			
Hot & cold water available; adequate pressure			
51			
Plumbing installed; proper backflow devices			
52			
Sewage & waste water properly disposed			
53			
Toilet facilities: properly constructed, supplied, & cleaned			
54			
Garbage & refuse properly disposed; facilities maintained			
55			
Physical facilities installed, maintained, & clean			
56	X		
Adequate ventilation & lighting; designated areas used			

Person in Charge (Signature)

Date:

9/14/21

Inspector (Signature)

Follow-up: YES NO (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Department of Education  
 Address: #21 Subbase Zip: 00802  
 City: St. Thomas Permit # \_\_\_\_\_  
 Permit Holder: \_\_\_\_\_ Telephone Number: 340-774-8070

## TEMPERATURE OBSERVATIONS

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp
Storage area	86°F				

## OBSERVATIONS AND CORRECTIVE ACTIONS

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code.

Item  
Number

# Temperature of storage area is currently at 86°F.  
Storage rooms shall be at 70°F.

# No valid health permit.

nithandra.matthew@doh.vi.gov

Person in Charge (Signature)

Date

9/14/21

Inspector (Signature)

Date

9/14/2021

As governed by The Virgin Islands Food Code: 19 V.I.C. Ch. 25 § 509



**Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health**

**Food Service Establishment Inspection Report**

Establishment Name: James Monroe Annex - Sibilly #  
 Address: Northside Zip: 00802  
 City: St. Thomas Permit # Not Present  
 Permit Holder: Department of Education Telephone Number: \_\_\_\_\_

**OBSERVATION AND CORRECTIVE ACTIONS**

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

AC vents shall be clean and free from debris

Person in Charge (Signature) [Signature]

Date 3-16-2022

Inspector (Signature) N. Matthews

N.F

Date 3/16/2022



Food Service Establishment Inspection Report

Establishment Name: Joseph's Home 2  
 Address: Anna's Retreat Zip: 00802  
 City: St. Thomas Permit #: None  
 Permit Holder: Dept Edu Telephone Number: \_\_\_\_\_  
 District: STX ☐ STT ☒ STJ ☐ WI ☐  
 Purpose of Inspection: Routine ☐ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐  
 Date: 7/26/21 Time In: 9:50 Time Out: 10:41  
 Risk Type: 1 ☐ 2 ☐ 3 ☐



CURRENT SCORE	CURRENT GRADE
77	C

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item  
 IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable  
 Mark "X" in appropriate box for COS and/or R  
 COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Supervision 4 Points</b>			
1 IN/OUT	Person in charge present, demonstrates knowledge, and performs duties		
2 IN/OUT N/A	Certified Food Protection Manager		
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>			
3 IN/OUT	Proper Use of restriction and exclusion		
4 IN/OUT N/O	Hands clean & properly washed		
5 IN/OUT N/A N/O	No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed		
<b>4 Points</b>			
6 IN/OUT	Management, food employee and conditional employee: knowledge, responsibilities and reporting		
7 IN/OUT N/O	Proper eating, tasting, drinking, or tobacco use		
8 IN/OUT N/O	No discharge from eyes, nose and mouth		
9 IN/OUT	Adequate handwashing sinks: properly supplied and accessible		
10 IN/OUT	Procedures for responding to vomiting and diarrheal events		
<b>Approved Source 9 Points</b>			
1 IN/OUT	Food obtained from approved source		
2 IN/OUT N/A N/O	Food received at proper temperature		
3 IN/OUT	Food in good condition, safe, & unadulterated		
4 IN/OUT N/A N/O	Required records available: shellstock tags, parasite, destruction		
<b>Protection from Contamination 9 Points</b>			
5 IN/OUT N/A N/O	Food separated and protected		
6 IN/OUT	Proper disposition of returned, previously served, reconditioned, & unsafe food		
<b>Compliance Status 4 Points</b>			
17 IN/OUT N/A	Food-contact surfaces; cleaned & sanitized		
<b>Time/Temperature control for Safety 9 Points</b>			
18 IN/OUT N/A N/O	Proper cooking time and temperatures		
19 IN/OUT N/A N/O	Proper reheating procedures for hot holding		
<b>9 Points</b>			
20 IN/OUT N/A N/O	Proper cold holding temperatures		
21 IN/OUT N/A N/O	Proper hot holding temperatures		
22 IN/OUT N/A N/O	Proper cooling time and temperatures		
23 IN/OUT N/A N/O	Time as a Public Health Control; procedures & records		
<b>4 Points</b>			
24 IN/OUT N/A N/O	Proper date marking and disposition		
<b>Consumer Advisory 4 Points</b>			
25 IN/OUT N/A	Consumer Advisory provided for raw/undercooked food		
<b>Highly Susceptible Populations 9 Points</b>			
26 IN/OUT N/A	Pasteurized foods used; prohibited food not offered		
<b>Food/Color Additives and Toxic Substances 4 Points</b>			
27 IN/OUT N/A	Food additives: approved & properly used		
28 IN/OUT N/A	Toxic substances properly identified, stored, & used		
<b>Conformance with Approved Procedures 4 Points</b>			
29 IN/OUT N/A	Compliance with variance/specialized process/HACCP		

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
 Public Health Interventions are control measures to prevent foodborne illness or injury.

GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

Safe Food and Water 3 Points		COS	R
10	Pasteurized eggs used where required		
11 X	Water & ice from approved source		
12	Variance obtained for specialized processing methods		
<b>Food Temperature Control 3 Points</b>			
13	Proper cooling methods used; adequate equipment for temperature control		
14	Plant food properly cooked for hot holding		
15	Approved thawing methods used		
16	Thermometers provided & accurate		
<b>Food Identification 3 Points</b>			
17	Food properly labeled; original container		
<b>Prevention of Food Contamination 3 Points</b>			
18 X	Insects, rodents, & animals not present		
19	Contamination prevented during food preparation, storage & display		
20	Personal cleanliness		
21	Wiping cloths: properly used & stored		
22	Washing fruits & vegetables		
<b>Proper Use of Utensils 3 Points</b>			
43	In-use utensils: properly stored		
44 X	Utensils, equipment & linens: properly stored, dried, & handled		
45	Single-use/single-service articles: properly stored & used		
46	Gloves used properly		
<b>Utensils, Equipment and Vending 1 Points</b>			
47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
48	Warewashing facilities: installed, maintained, & used; test strips		
49	Non-food contact surfaces clean		
<b>Physical Facilities 2 Points</b>			
50	Hot & cold water available; adequate pressure		
51 X	Plumbing installed; proper backflow devices		
52	Sewage & waste water properly disposed		
53	Toilet facilities: properly constructed, supplied, & cleaned		
54 X	Garbage & refuse properly disposed; facilities maintained		
55	Physical facilities installed, maintained, & clean		
56 X	Adequate ventilation & lighting; designated areas used		

Person in Charge (Signature): [Signature]

Inspector (Signature): [Signature]

Date: 7/26/21

Follow-up: YES NO (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Joseph Gomez Elementary  
 Address: Anna's Retreat Zip: 00802  
 City: ST. Thomas Permit # None  
 Permit Holder: Dept of Edu Telephone Number: 340 774 4490

## OBSERVATION AND CORRECTIVE ACTIONS

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

- 9 Handwashing Station is not adequately supplied with soap, ~~paper~~ paper towel and label handwashing
- 54 All rest room needs to have a garbage can with lids
- 56 Window is missing screen from the window in the prep room
- 31 Ice machine need to be clean and sanitize before used
- 56 Vent in the prep room needs to clean
- 51 Three compartment sink need to be repair no hot water from the faucet
- 44 Utensils needs to be stored on a container preventing contamination
- 10 Vomit and diarrhea's diarrheal kit needed disposal gloves mask apron sanitizers and kitty litter disposal method
- 38 The cafeteria needs to be treated by pest control company there is rat droppings found in the kitchen and also treated for mosquitoes
- Dishwasher needed to read 120°F the current reading is 107°F

Person in Charge (Signature)

John J. [Signature]Date 7/26/21

Inspector (Signature)

Josephine [Signature]Date 7/26/21



Food Service Establishment Inspection Report

Establishment Name: Joseph Gomez Elementary

Establishment Name: Joseph Gomez Elementary  
Address: Anna's Retreat Zip: 00802

City: St. Thomas Permit # Non

Permit Holder: <u>Dept of Education</u>	Telephone Number: <u>340 774 4490</u>
---	---------------------------------------

Item Number	Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code
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56 Screen in the Cooler<sup>rooms</sup> needs to be fitted correctly

516 All needs to be service because there is a leak. The roof needs to be checked for leaks because is light from the sun coming through

S. R. Drake

Date 7/26/21

Food Code, 19 V.I.C. Ch 25 § 509

Date 7/26/21



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

Food Service Establishment Inspection Report

Establishment Name: Zachary Elementary School  
 Address: 41 Estate Thomas  
 City: ST. Thomas VI Zip: 00802  
 Permit Holder: \_\_\_\_\_ Permit #: Nine  
 Telephone Number: 340-774-0100

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐Date: 7/26/2021 Time In: 12:05 Time Out: \_\_\_\_\_Risk Type: 1 ☒ 2 ☐ 3 ☐

CURRENT SCORE CURRENT GRADE

82

B

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item  
 IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

## Supervision

COS R

4 Points

- 1 IN OUT Person in charge present, demonstrates knowledge, and performs duties
- 2 IN OUT N/A Certified Food Protection Manager
- 3 IN OUT Proper Use of restriction and exclusion
- 4 IN OUT N/O Hands clean & properly washed
- 5 IN OUT N/A N/O No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

## Approved Source

9 Points

- 11 IN OUT Food obtained from approved source
- 12 IN OUT N/A N/O Food received at proper temperature
- 13 IN OUT Food in good condition, safe, & unadulterated
- 14 IN OUT N/A N/O Required records available: shellstock tags, parasite, destruction

## Protection from Contamination

9 Points

- 15 IN OUT N/A N/O Food separated and protected
- 16 IN OUT Proper disposition of returned, previously served, reconditioned, & unsafe food

## Compliance Status

COS R

4 Points

- 17 IN OUT N/A Food-contact surfaces; cleaned & sanitized
- 18 IN OUT N/A N/O Proper cooking time and temperatures
- 19 IN OUT N/A N/O Proper reheating procedures for hot holding
- 20 IN OUT N/A N/O Proper cold holding temperatures
- 21 IN OUT N/A N/O Proper hot holding temperatures
- 22 IN OUT N/A N/O Proper cooling time and temperatures
- 23 IN OUT N/A N/O Time as a Public Health Control; procedures & records

4 Points

## Consumer Advisory

4 Points

- 25 IN OUT N/A Consumer Advisory provided for raw/undercooked food

## Highly Susceptible Populations

9 Points

- 26 IN OUT N/A Pasteurized foods used; prohibited food not offered

## Food/Color Additives and Toxic Substances

4 Points

- 27 IN OUT N/A Food additives: approved & properly used
- 28 IN OUT N/A Toxic substances properly identified, stored, & used

## Conformance with Approved Procedures

4 Points

- 29 IN OUT N/A Compliance with variance/specialized process/HACCP

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
 Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.  
 Mark "X" in box if numbered item is not in compliance Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Safe Food and Water

3 Points

- 30 Pasteurized eggs used where required
- 31 X Water & ice from approved source
- 32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

- 33 Proper cooling methods used; adequate equipment for temperature control
- 34 Plant food properly cooked for hot holding
- 35 Approved thawing methods used
- 36 Thermometers provided & accurate

## Food Identification

3 Points

- 37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

- 38 Insects, rodents, & animals not present
- 39 Contamination prevented during food preparation, storage & display
- 40 Personal cleanliness
- 41 Wiping cloths: properly used & stored
- 42 Washing fruits & vegetables

## Proper Use of Utensils

3 Points

- 43 In-use utensils: properly stored
- 44 Utensils, equipment & linens: properly stored, dried, & handled
- 45 Single-use/single-service articles: properly stored & used
- 46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

- 47 Food & non-food contact surfaces cleanable, properly designed, constructed, & used
- 48 Warewashing facilities: installed, maintained, & used; test strips
- 49 Non-food contact surfaces clean

## Physical Facilities

2 Points

- 50 X Hot & cold water available; adequate pressure
- 51 Plumbing installed; proper backflow devices
- 52 Sewage & waste water properly disposed
- 53 Toilet facilities: properly constructed, supplied, & cleaned
- 54 Garbage & refuse properly disposed; facilities maintained
- 55 X Physical facilities installed, maintained, & clean
- 56 Adequate ventilation & lighting; designated areas used

Person in Charge (Signature) \_\_\_\_\_

Date: 7/26/2021

Inspector (Signature) \_\_\_\_\_

Follow-up: YES NO (Circle One) Follow-up Date: \_\_\_\_\_



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Zockhart Elementary School  
 Address: 41 Estate Thomas VI Zip: 00802  
 City: ST. Thomas Permit # \_\_\_\_\_  
 Permit Holder: \_\_\_\_\_ Telephone Number: 340-774-0100

## TEMPERATURE OBSERVATIONS

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp

## OBSERVATIONS AND CORRECTIVE ACTIONS

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code.

- | Item Number | Observations and Corrective Actions  |
|-------------|--|
| #9          | All Handwashing Station shall be supplied with paper towels, soap & employee must wash hands sign  |
| #10         | At multiple events shall be made with disposable gloves, mask, aprons, garbage bags, <del>chlor</del> disposable mop heads                     |
| #20         | Coolers were not turned on when checked reading 60°. Shall be reading 41° or below   |
| #31         | The ice machine shall be cleaned sanitized & turned back on.   |
| #55         | The facilities shall be cleaned & ceiling tiles <sup>replaced</sup> fixed. Fans in the screening & cooler shall be cleaned leak in the ceiling |
| #56         | The ventilation shall be fixed   |

340 244 1326

Person in Charge (Signature)

Date

Inspector (Signature)

Date

As governed by The Virgin Islands Food Code, 19 V.I.C. Ch. 25 § 509



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: School Food Authority (Tufes)Address: 1434 Mangrove CreekZip: 00805City: St. Thomas

Permit #:

Permit Holder:

Telephone Number:

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☐ Follow-up ☒ Complaint ☐ Preliminary/Opening ☐Date: 8/23/21

Time In:

Time Out:

Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R
<b>Supervision 4 Points</b>			
1	IN OUT		
Person in charge present, demonstrates knowledge, and performs duties			
2	IN OUT N/A		
Certified Food Protection Manager			
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>			
3	IN OUT		
Proper Use of restriction and exclusion			
4	IN OUT N/O		
Hands clean & properly washed			
5	IN OUT N/A N/O		
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed			
<b>4 Points</b>			
6	IN OUT		
Management, food employee and conditional employee: knowledge, responsibilities and reporting			
7	IN OUT N/O		
Proper eating, tasting, drinking, or tobacco use			
8	IN OUT N/O		
No discharge from eyes, nose and mouth			
9	IN OUT		
Adequate handwashing sinks properly supplied and accessible			
10	IN OUT		
Procedures for responding to vomiting and diarrheal events			
<b>Approved Source 9 Points</b>			
11	IN OUT		
Food obtained from approved source			
12	IN OUT N/A N/O		
Food received at proper temperature			
13	IN OUT		
Food in good condition, safe, & unadulterated			
14	IN OUT N/A N/O		
Required records available: shellstock tags, parasite, destruction			
<b>Protection from Contamination 9 Points</b>			
15	IN OUT N/A N/O		
Food separated and protected			
16	IN OUT		
Proper disposition of returned, previously served, reconditioned, & unsafe food			
<b>Compliance Status</b>			
COS R			
<b>4 Points</b>			
17	IN OUT N/A		
Food-contact surfaces; cleaned & sanitized			
<b>Time/Temperature control for Safety 9 Points</b>			
18	IN OUT N/A N/O		
Proper cooking time and temperatures			
19	IN OUT N/A N/O		
Proper reheating procedures for hot holding			
<b>9 Points</b>			
20	IN OUT N/A N/O		
Proper cold holding temperatures			
21	IN OUT N/A N/O		
Proper hot holding temperatures			
22	IN OUT N/A N/O		
Proper cooling time and temperatures			
23	IN OUT N/A N/O		
Time as a Public Health Control; procedures & records			
<b>4 Points</b>			
24	IN OUT N/A N/O		
Proper date marking and disposition			
<b>Consumer Advisory 4 Points</b>			
25	IN OUT N/A		
Consumer Advisory provided for raw/undercooked food			
<b>Highly Susceptible Populations 9 Points</b>			
26	IN OUT N/A		
Pasteurized foods used; prohibited food not reheated			
<b>Food/Color Additives and Toxic Substances 4 Points</b>			
27	IN OUT N/A		
Food additives: approved & properly used			
28	IN OUT N/A		
Toxic substances properly identified, stored, & used			
<b>Conformance with Approved Procedures 4 Points</b>			
29	IN OUT N/A		
Compliance with variance/specialized process/HACCP			

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

Safe Food and Water 3 Points		COS	R
30	Pasteurized eggs used where required		
31	Water & ice from approved source		
32	Variance obtained for specialized processing methods		
<b>Food Temperature Control 3 Points</b>			
33	Proper cooling methods used; adequate equipment for temperature control		
34	Plant food properly cooked for hot holding		
35	Approved thawing methods used		
36	Thermometers provided & accurate		
<b>Food Identification 3 Points</b>			
37	Food properly labeled; original container		
<b>Prevention of Food Contamination 3 Points</b>			
38	Insects, rodents, & animals not present		
39	Contamination prevented during food preparation, storage & display		
40	Personal cleanliness		
41	Wiping cloths: properly used & stored		
42	Washing fruits & vegetables		
<b>Proper Use of Utensils 3 Points</b>			
43	In-use utensils: properly stored		
44	Utensils, equipment & linens: properly stored, dried, & handled		
45	Single-use/single-service articles: properly stored & used		
46	Gloves used properly		
<b>Utensils, Equipment and Vending 1 Points</b>			
47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
48	Warewashing facilities: installed, maintained, & used; test strips		
49	Non-food contact surfaces clean		
<b>Physical Facilities 2 Points</b>			
50	Hot & cold water available; adequate pressure		
51	Plumbing installed; proper backflow devices		
52	Sewage & waste water properly disposed		
53	Toilet facilities: properly constructed, supplied, & cleaned		
54	Garbage & refuse properly disposed; facilities maintained		
55	Physical facilities installed, maintained, & clean		
56	Adequate ventilation & lighting; designated areas used		

Person in Charge (Signature)

Date:

Inspector (Signature)

Follow-up: YES NO (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: School Food Authority (Tutu)Address: 1234 Kongens CircleZip: 00802City: St. Thomas

Permit # \_\_\_\_\_

Permit Holder: \_\_\_\_\_

Telephone Number: 340-774-8070

## OBSERVATION AND CORRECTIVE ACTIONS

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

# 3

<sup>#116</sup>  
Health cards for everyone working with handling food shall be presented

# 20

<sup>11/11</sup>  
~~Coolers~~ Freezers are 29°F and 13°F. All freezers shall be at 0°F or below.

# 55

The floor needs a protected layer on top of plie wood

Freezers can not be in use due to inaccurate temperatures.

Person in Charge (Signature)

Date

8/23/21

Inspector (Signature)

Date

8/23/21



**Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health**

**Food Service Establishment Inspection Report**

Establishment Name: School Lunch (Tutu)  
 Address: 386 Annas Retreat Zip: 00802  
 City: St. Thomas Permit #: \_\_\_\_\_  
 Permit Holder: D Telephone Number: \_\_\_\_\_  
 District: STX ☐ STT ☒ STJ ☐ WI ☐  
 Purpose of Inspection: Routine ☐ Follow-up ☒ Complaint ☐ Preliminary/Opening ☐  
 Date: 9/27/2021 Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_  
 Risk Type: 1 ☐ 2 ☒ 3 ☐



**CURRENT SCORE** **CURRENT GRADE**

100

A

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

**FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS**

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R  
 COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R	Compliance Status		COS	R
<b>Supervision 4 Points</b>				<b>Compliance Status 4 Points</b>			
1	IN OUT			17	IN OUT N/A		
Person in charge present, demonstrates knowledge, and performs duties				Food-contact surfaces; cleaned & sanitized			
2	IN OUT N/A			<b>Time/Temperature control for Safety 9 Points</b>			
Certified Food Protection Manager				18	IN OUT N/A N/O		
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>				19	IN OUT N/A N/O		
3	IN OUT			Proper cooking time and temperatures			
Proper Use of restriction and exclusion				20	IN OUT N/A N/O		
4	IN OUT N/O			Proper reheating procedures for hot holding			
Hands clean & properly washed				21	IN OUT N/A N/O		
5	IN OUT N/A N/O			<b>9 Points</b>			
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed				22	IN OUT N/A N/O		
<b>4 Points</b>				Proper cold holding temperatures			
6	IN OUT			23	IN OUT N/A N/O		
Management, food employee and conditional employee: knowledge, responsibilities and reporting				Proper hot holding temperatures			
7	IN OUT N/O			24	IN OUT N/A N/O		
Proper eating, tasting, drinking, or tobacco use				Proper cooling time and temperatures			
8	IN OUT N/O			<b>4 Points</b>			
No discharge from eyes, nose and mouth				Time as a Public Health Control; procedures & records			
9	IN OUT			<b>Consumer Advisory 4 Points</b>			
Adequate handwashing sinks properly supplied and accessible				25	IN OUT N/A		
10	IN OUT			Consumer Advisory provided for raw/undercooked food			
Procedures for responding to vomiting and diarrheal events				<b>Highly Susceptible Populations 9 Points</b>			
<b>Approved Source 9 Points</b>				26	IN OUT N/A		
11	IN OUT			Pasteurized foods used; prohibited food not offered			
Food obtained from approved source				<b>Food/Color Additives and Toxic Substances 4 Points</b>			
12	IN OUT N/A N/O			27	IN OUT N/A		
Food received at proper temperature				Food additives: approved & properly used			
13	IN OUT			28	IN OUT N/A		
Food in good condition, safe, & unadulterated				Toxic substances properly identified, stored, & used			
14	IN OUT N/A N/O			<b>Conformance with Approved Procedures 4 Points</b>			
Required records available: shellstock tags, parasite, destruction				29	IN OUT N/A		
<b>Protection from Contamination 9 Points</b>				Compliance with variance/specialized process/HACCP			
15	IN OUT N/A N/O						
Food separated and protected							
16	IN OUT						
Proper disposition of returned, previously served, reconditioned, & unsafe food							

**Risk Factors** are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
**Public Health Interventions** are control measures to prevent foodborne illness or injury.

**GOOD RETAIL PRACTICES**

**Good Retail Practices** are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance Mark "X" in appropriate box for COS and/or R COS = corrected on-site during inspection R = repeat violation

Safe Food and Water 3 Points		COS	R	Proper Use of Utensils 3 Points		COS	R
30	Pasteurized eggs used where required			43	In-use utensils; properly stored		
31	Water & ice from approved source			44	Utensils, equipment & linens; properly stored, dried, & handled		
32	Variance obtained for specialized processing methods			45	Single-use/single-service articles; properly stored & used		
<b>Food Temperature Control 3 Points</b>				46	Gloves used properly		
33	Proper cooling methods used; adequate equipment for temperature control			<b>Utensils, Equipment and Vending 1 Points</b>			
34	Plant food properly cooked for hot holding			47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
35	Approved thawing methods used			48	Warewashing facilities: installed, maintained, & used; test strips		
36	Thermometers provided & accurate			49	Non-food contact surfaces clean		
<b>Food Identification 3 Points</b>				<b>Physical Facilities 2 Points</b>			
37	Food properly labeled; original container			50	Hot & cold water available; adequate pressure		
<b>Prevention of Food Contamination 3 Points</b>				51	Plumbing installed; proper backflow devices		
38	Insects, rodents, & animals not present			52	Sewage & waste water properly disposed		
39	Contamination prevented during food preparation, storage & display			53	Toilet facilities: properly constructed, supplied, & cleaned		
40	Personal cleanliness			54	Garbage & refuse properly disposed; facilities maintained		
41	Wiping cloths: properly used & stored			55	Physical facilities installed, maintained, & clean		
42	Washing fruits & vegetables			56	Adequate ventilation & lighting; designated areas used		

Person in Charge (Signature) \_\_\_\_\_

Date: 9/27/2021

Inspector (Signature) \_\_\_\_\_



**Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health**

**Food Service Establishment Inspection Report**

Establishment Name: School Lunch (Tutu)

Address: 386 Annas Retreat

Zip: 00802

City: St. Thomas

Permit #: \_\_\_\_\_

Permit Holder: 1

Telephone Number: \_\_\_\_\_

District: STX ☐ STT ☒ STJ ☐ WI ☐

Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐

Date: 9/27/02

Time In: \_\_\_\_\_

Time Out: \_\_\_\_\_

Risk Type: 1 ☐ 2 ☒ 3 ☐



**CURRENT SCORE**

**CURRENT GRADE**

100

A

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

**FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS**

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

**Compliance Status**

COS ☐ R ☐

**Supervision**

**4 Points**

- |   |            |   |  |  |
|---|------------|---|--|--|
| 1 | IN OUT     | Person in charge present, demonstrates knowledge, and performs duties |  |  |
| 2 | IN OUT N/A | Certified Food Protection Manager                                     |  |  |

**Employee Health, Good Hygienic Practices, Preventing Contamination by Hands**

**9 Points**

- |   |                |   |  |  |
|---|----------------|---|--|--|
| 3 | IN OUT         | Proper Use of restriction and exclusion   |  |  |
| 4 | IN OUT N/O     | Hands clean & properly washed   |  |  |
| 5 | IN OUT N/A N/O | No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed |  |  |

**4 Points**

- |    |            |   |  |  |
|----|------------|---|--|--|
| 6  | IN OUT     | Management, food employee and conditional employee: knowledge, responsibilities and reporting |  |  |
| 7  | IN OUT N/O | Proper eating, tasting, drinking, or tobacco use  |  |  |
| 8  | IN OUT N/O | No discharge from eyes, nose and mouth  |  |  |
| 9  | IN OUT     | Adequate handwashing sinks properly supplied and accessible                                   |  |  |
| 10 | IN OUT     | Procedures for responding to vomiting and diarrheal events                                    |  |  |

**Approved Source**

**9 Points**

- |    |                |  |  |  |
|----|----------------|--|--|--|
| 11 | IN OUT         | Food obtained from approved source                                 |  |  |
| 12 | IN OUT N/A N/O | Food received at proper temperature                                |  |  |
| 13 | IN OUT         | Food in good condition, safe, & unadulterated                      |  |  |
| 14 | IN OUT N/A N/O | Required records available: shellstock tags, parasite, destruction |  |  |

**Protection from Contamination**

**9 Points**

- |    |                |   |  |  |
|----|----------------|---|--|--|
| 15 | IN OUT N/A N/O | Food separated and protected  |  |  |
| 16 | IN OUT         | Proper disposition of returned, previously served, reconditioned, & unsafe food |  |  |

**Risk Factors** are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

**Public Health Interventions** are control measures to prevent foodborne illness or injury.

**GOOD RETAIL PRACTICES**

**Good Retail Practices** are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is **not** in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

**Safe Food and Water**

**3 Points**

- |    |  |  |  |  |
|----|--|--|--|--|
| 30 |  | Pasteurized eggs used where required                 |  |  |
| 31 |  | Water & ice from approved source                     |  |  |
| 32 |  | Variance obtained for specialized processing methods |  |  |

**Food Temperature Control**

**3 Points**

- |    |  |   |  |  |
|----|--|---|--|--|
| 33 |  | Proper cooling methods used; adequate equipment for temperate control |  |  |
| 34 |  | Plant food properly cooked for hot holding                            |  |  |
| 35 |  | Approved thawing methods used   |  |  |
| 36 |  | Thermometers provided & accurate                                      |  |  |

**Food Identification**

**3 Points**

- |    |  |   |  |  |
|----|--|---|--|--|
| 37 |  | Food properly labeled; original container |  |  |
|----|--|---|--|--|

**Prevention of Food Contamination**

**3 Points**

- |    |  |  |  |  |
|----|--|--|--|--|
| 38 |  | Insects, rodents, & animals not present                            |  |  |
| 39 |  | Contamination prevented during food preparation, storage & display |  |  |
| 40 |  | Personal cleanliness   |  |  |
| 41 |  | Wiping cloths: property used & stored                              |  |  |
| 42 |  | Washing fruits & vegetables  |  |  |

**Proper Use of Utensils**

COS ☐ R ☐

**3 Points**

- |    |  |   |  |  |
|----|--|---|--|--|
| 43 |  | In-use utensils: properly stored                                |  |  |
| 44 |  | Utensils, equipment & linens: properly stored, dried, & handled |  |  |
| 45 |  | Single-use/single-service articles: properly stored & used      |  |  |
| 46 |  | Gloves used properly  |  |  |

**Utensils, Equipment and Vending**

**1 Points**

- |    |  |  |  |  |
|----|--|--|--|--|
| 47 |  | Food & non-food contact surfaces cleanable, properly designed, constructed, & used |  |  |
| 48 |  | Warewashing facilities: installed, maintained, & used; test strips                 |  |  |
| 49 |  | Non-food contact surfaces clean  |  |  |

**Physical Facilities**

**2 Points**

- |    |  |  |  |  |
|----|--|--|--|--|
| 50 |  | Hot & cold water available; adequate pressure                |  |  |
| 51 |  | Plumbing installed: proper backflow devices                  |  |  |
| 52 |  | Sewage & waste water properly disposed                       |  |  |
| 53 |  | Toilet facilities: properly constructed, supplied, & cleaned |  |  |
| 54 |  | Garbage & refuse properly disposed; facilities maintained    |  |  |
| 55 |  | Physical facilities installed, maintained, & clean           |  |  |
| 56 |  | Adequate ventilation & lighting; designated areas used       |  |  |

Person In Charge (Signature) \_\_\_\_\_

Date: 9/27/02

Inspector (Signature) Matthew S. [Signature]

Follow-up: YES ☐ NO ☒ (Circle One)

Follow-up Date: \_\_\_\_\_



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: School Lunch (Department of Education)  
 Address: #4386 Annas Retreat Zip: 00806  
 City: St. Thomas Permit #: \_\_\_\_\_  
 Permit Holder: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☐ Follow-up ☐ Complaint ☒ Preliminary/Opening ☐Date: 8/2/21 Time In: 1:21 p Time Out: 2:44 pmRisk Type: 1 ☐ 2 ☐ 3 ☒

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

COS R

## Supervision

4 Points

1 IN OUT Person in charge present, demonstrates knowledge, and performs duties  
 2 IN OUT N/A Certified Food Protection Manager

Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points

3 IN OUT Proper Use of restriction and exclusion  
 4 IN OUT N/O Hands clean & properly washed  
 5 IN OUT N/A N/O No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

6 IN OUT Management, food employee and conditional employee: knowledge, responsibilities and reporting  
 7 IN OUT N/O Proper eating, tasting, drinking, or tobacco use  
 8 IN OUT N/O No discharge from eyes, nose and mouth  
 9 IN OUT Adequate handwashing sinks properly supplied and accessible  
 10 IN OUT Procedures for responding to vomiting and diarrheal events

## Approved Source

9 Points

11 IN OUT Food obtained from approved source  
 12 IN OUT N/A N/O Food received at proper temperature  
 13 IN OUT Food in good condition, safe, & unadulterated  
 14 IN OUT N/A N/O Required records available: shellstock tags, parasite, destruction

## Protection from Contamination

9 Points

15 IN OUT N/A N/O Food separated and protected  
 16 IN OUT Proper disposition of returned, previously served, reconditioned, & unsafe food

## Compliance Status

COS R

17 IN OUT N/A Food-contact surfaces; cleaned &amp; sanitized 4 Points

## Time/Temperature control for Safety

9 Points

18 IN OUT N/A N/O Proper cooking time and temperatures  
 19 IN OUT N/A N/O Proper reheating procedures for hot holding

9 Points

20 IN OUT N/A N/O Proper cold holding temperatures  
 21 IN OUT N/A N/O Proper hot holding temperatures  
 22 IN OUT N/A N/O Proper cooling time and temperatures  
 23 IN OUT N/A N/O Time as a Public Health Control; procedures & records

4 Points

24 IN OUT N/A N/O Proper date marking and disposition

## Consumer Advisory

4 Points

25 IN OUT N/A Consumer Advisory provided for raw/undercooked food

## Highly Susceptible Populations

3 Points

26 IN OUT N/A Pasteurized foods used; prohibited food not offered

## Food/Color Additives and Toxic Substances

4 Points

27 IN OUT N/A Food additives: approved & properly used  
 28 IN OUT N/A Toxic substances properly identified, stored, & used

## Conformance with Approved Procedures

4 Points

29 IN OUT N/A Compliance with variance/specialized process/HACCP

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
 Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Safe Food and Water

3 Points

30 Pasteurized eggs used where required  
 31 Water & ice from approved source  
 32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

33 Proper cooling methods used; adequate equipment for temperature control  
 34 Plant food properly cooked for hot holding  
 35 Approved thawing methods used  
 36 X Thermometers provided & accurate

## Food Identification

3 Points

37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

38 X Insects, rodents, & animals not present  
 39 Contamination prevented during food preparation, storage & display  
 40 Personal cleanliness  
 41 Wiping cloths: properly used & stored  
 42 Washing fruits & vegetables

## Proper Use of Utensils

3 Points

43 In-use utensils: properly stored  
 44 Utensils, equipment & linens: properly stored, dried, & handled  
 45 Single-use/single-service articles: properly stored & used  
 46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

47 Food & non-food contact surfaces cleanable, properly designed, constructed, & used  
 48 Warewashing facilities: installed, maintained, & used; test strips  
 49 X Non-food contact surfaces clean

## Physical Facilities

2 Points

50 Hot & cold water available; adequate pressure  
 51 Plumbing installed; proper backflow devices  
 52 Sewage & waste water properly disposed  
 53 Toilet facilities: properly constructed, supplied, & cleaned  
 54 X Garbage & refuse properly disposed; facilities maintained  
 55 X Physical facilities installed, maintained, & clean  
 56 Adequate ventilation & lighting; designated areas used

Person in Charge (Signature) Bert...Date: 8/2/21Inspector (Signature) [Signature]

Follow-up: YES NO (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: School Lunch (Dept of Education)Address: #4326 Annas RetreatZip: 00800City: St. ThomasPermit # CR3413068

Permit Holder: \_\_\_\_\_

Telephone Number: 340

## OBSERVATION AND CORRECTIVE ACTIONS

Item Number	Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code
#	Freezers are 38°F and 32°F Coolers 75°F
	All foods stored inside of cold holding are defrosting, on the containers of these foods it states (KEEP FROZEN).
	There's food improperly stored on floor of freezers and coolers.
	Build up ice from condensation of the equipment improper temperatures are on the floor making it hard to walk on ground.
	Raw defrost chicken was found stored in a bag of blood inside of freezers.
	Foul smell/odors is coming from freezers and cooler.
	Around the area of establishment there is garbage, residue, and damaged equipments that needs to be remove.
	White and black residue was found on food stored inside of cooler.
	Roaches was found inside of cooler crawling.

Person in Charge (Signature) Betha P.

Date \_\_\_\_\_

Inspector (Signature) M. MillerDate 8/2/21



Establishment Name: School Lunch (Department of Education)  
Address: #4326 Annas Retreat Zip: 00209  
City: St. Thomas Permit # CP.341.3068  
Permit Holder: \_\_\_\_\_ Telephone Number: 340

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

Establishment was told to discard all foods that has been compromise inside of coolers and freezers. Cease and Desist distribution to all schools. Food is not to be stored inside of freezers and coolers until problem is fix.

Person in Charge (Signature)

Date \_\_\_\_\_

Inspector (Signature)

Date \_\_\_\_\_



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: School Food Authority (Tutor)Address: 1434 Rogers RoadZip: 00805City: St. Thomas

Permit #:

Permit Holder:

Telephone Number:

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☐ Follow-up ☒ Complaint ☐ Preliminary/Opening ☐Date: 8/23/21

Time In:

Time Out:

Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

COS R

## Supervision

4 Points

- 1 IN OUT Person in charge present, demonstrates knowledge, and performs duties
- 2 IN OUT N/A Certified Food Protection Manager

## Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points

- 3 IN OUT Proper Use of restriction and exclusion
- 4 IN OUT N/O Hands clean & properly washed
- 5 IN OUT N/A N/O No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

- 6 IN OUT Management, food employee and conditional employee: knowledge, responsibilities and reporting
- 7 IN OUT N/O Proper eating, tasting, drinking, or tobacco use
- 8 IN OUT N/O No discharge from eyes, nose and mouth
- 9 IN OUT Adequate handwashing sinks properly supplied and accessible
- 10 IN OUT Procedures for responding to vomiting and diarrheal events

## Approved Source

9 Points

- 11 IN OUT Food obtained from approved source
- 12 IN OUT N/A N/O Food received at proper temperature
- 13 IN OUT Food in good condition, safe, & unadulterated
- 14 IN OUT N/A N/O Required records available: shellstock tags, parasite, destruction

## Protection from Contamination

9 Points

- 15 IN OUT N/A N/O Food separated and protected
- 16 IN OUT Proper disposition of returned, previously served, reconditioned, & unsafe food

## Compliance Status

COS R

4 Points

- 17 IN OUT N/A Food-contact surfaces; cleaned & sanitized

## Time/Temperature control for Safety

9 Points

- 18 IN OUT N/A N/O Proper cooking time and temperatures
- 19 IN OUT N/A N/O Proper reheating procedures for hot holding

9 Points

- 20 IN OUT N/A N/O Proper cold holding temperatures
- 21 IN OUT N/A N/O Proper hot holding temperatures
- 22 IN OUT N/A N/O Proper cooling time and temperatures
- 23 IN OUT N/A N/O Time as a Public Health Control; procedures & records

4 Points

- 24 IN OUT N/A N/O Proper date marking and disposition

## Consumer Advisory

4 Points

- 25 IN OUT N/A Consumer Advisory provided for raw/undercooked food

## Highly Susceptible Populations

9 Points

- 26 IN OUT N/A Pasteurized foods used; prohibited food not offered

## Food/Color Additives and Toxic Substances

4 Points

- 27 IN OUT N/A Food additives: approved & properly used
- 28 IN OUT N/A Toxic substances properly identified, stored, & used

## Conformance with Approved Procedures

4 Points

- 29 IN OUT N/A Compliance with variance/specialized process/HACCP

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

## Safe Food and Water

3 Points

- 30 Pasteurized eggs used where required
- 31 Water & ice from approved source
- 32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

- 33 Proper cooling methods used; adequate equipment for temperature control
- 34 Plant food properly cooked for hot holding
- 35 Approved thawing methods used
- 36 Thermometers provided & accurate

## Food Identification

3 Points

- 37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

- 38 Insects, rodents, & animals not present
- 39 Contamination prevented during food preparation, storage & display
- 40 Personal cleanliness
- 41 Wiping cloths: properly used & stored
- 42 Washing fruits & vegetables

## Proper Use of Utensils

3 Points

- 43 In-use utensils: properly stored
- 44 Utensils, equipment & linens: properly stored, dried, & handled
- 45 Single-use/single-service articles: properly stored & used
- 46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

- 47 Food & non-food contact surfaces cleanable, properly designed, constructed, & used
- 48 Warewashing facilities: installed, maintained, & used; test strips
- 49 Non-food contact surfaces clean

## Physical Facilities

2 Points

- 50 Hot & cold water available; adequate pressure
- 51 Plumbing installed; proper backflow devices
- 52 Sewage & waste water properly disposed
- 53 Toilet facilities: properly constructed, supplied, & cleaned
- 54 Garbage & refuse properly disposed; facilities maintained
- 55 Physical facilities installed, maintained, & clean
- 56 Adequate ventilation & lighting; designated areas used

Person in Charge (Signature) [Signature]Date: 8/23/21Inspector (Signature) [Signature]

Follow-up: YES NO (Circle One)

Follow-up Date:



Establishment Name: School Food Authority (Tietu)

Address: 1934 Kongens Lyngby

Zip: 00805

City: St. Thomas

Permit #

Permit Holder:

Telephone Number: 340-774-8070

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

# 3

Health cards for everyone <sup>that</sup> working with handling food shall be presented

#20

~~Coolers~~ Freezers are 29°F and 13°F. All Freezers shall be at 0°F or below.

# 55

The floor needs a protected layer on top of plie wood

Freezers can not be in use due to inaccurate temperatures.

Person in Charge (Signature)

Date. 8/23/21

Inspector (Signature)

Date 8/23/01



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name:

School Lunch (Dept of Education)

Address:

#452.6 Annas Retreat

Zip: 00800

City:

St. Thomas

Permit #

CR3413068

Permit Holder:

Telephone Number:

340

## OBSERVATION AND CORRECTIVE ACTIONS

Item Number	Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code
#	Freezers are 38°F and 39°F Coolers 75°F
	All foods stored inside of cold holding are defrosting, on the containers of these foods it states (KEEP FROZEN).
	There's food improperly stored on floor of freezers and coolers.
	Build up ice from condensation of the equipments improper temperatures are on the floor making it hard to walk on ground.
	Raw defrost chicken was found stored in a bag of blood inside of freezer.
	Foul smell/odors is coming from freezers and cooler.
	Around the area of establishment there is garbage, residue, and damaged equipments that needs to be remove.
	White and black residue was found on food stored inside of cooler.
	Roaches was found inside of cooler crawling.

Person in Charge (Signature)

Bertha P.

Date

Inspector (Signature)

M. M. C. C.

Date

8/2/21



Establishment Name: School Lunch (Department of Education)  
Address: #436 Annas Retreat Zip: 00809  
City: St. Thomas Permit # CP13413068  
Permit Holder: \_\_\_\_\_ Telephone Number: 340

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

Establishment was told to discard all foods that has been compromise inside of coolers and freezers. Cease and desist distribution to all schools. Food is not to be stored inside of freezers and coolers until problem is fix.

Person in Charge (Signature)

Date \_\_\_\_\_

Inspector (Signature)

Date \_\_\_\_\_



# DEPARTMENT OF HEALTH

ST. CROIX OFFICE  
CHARLES HARDWOOD MEMORIAL COMPLEX  
3500 ESTATE RICHMOND  
CHRISTIANTON, ST. CROIX, V.I. 00820-4370  
TEL: (340) 773-6551 FAX: (340) 773-1376

ST. THOMAS OFFICE  
1303 HOSPITAL GROUND SUITE 10  
CHARLOTTE AMALIE  
ST. THOMAS, USVI 00802  
TEL: (340) 774-0117 FAX: (340) 715-5140

## COMPLAINT FORM

COMPLAINT NO: STI 2021-018 DATE: 8/2/21 TIME OF COMPLAINT: 12:57 pm  
COMPLAINANT: Concern Citizen ADDRESS: #4386 Annas Retreat  
PHONE NUMBER: N/A WORK NUMBER: N/A  
ACCUSED: Food Lunch ADDRESS:  
RECEIVED BY: N. Matthew DATE RECEIVED: 8/2/21  
REFERRED TO: N. Matthew DATE REFERRED: 8/2/21

COMPLAINT DETAILS: Concern citizen called and stated that there was a foul order coming from the trailer coolers that were in the yard of the old Curriculum Center.

TIME & FINDINGS: (1:21pm) While conducting an inspection of the trailers coolers/freezers, two other freezers was found with consumable items with inaccurate temperatures. All cold holdings held improper temperatures, consumable items were found rotten, and contaminated. Raccoons were observe alive and crawling in coolers, along with a distinct foul order from all cold holdings.

ACTION TAKEN & TIME: (2:47pm) Supervisor of School Lunch (DOE) was order to discard all consumable items that was compromised and to cease operation of distribution to all schools. ~~until~~ A citation was given for all violations.

RECOMMENDATIONS: DOE was advised to fix <sup>all</sup> infractions, and nothing should be stored inside of cold holdings until reinspection is conducted and approve.

INVESTIGATOR/S: \_\_\_\_\_ DATE INVESTIGATED: 8/2/2021  
TIME INVESTIGATION STARTED: 1:21 pm TIME INVESTIGATED ENDED: 3:44 pm



# DEPARTMENT OF HEALTH

DEPARTMENT OF HEALTH  
 1000 WEST 10TH AVENUE, SUITE 1000  
 DENVER, CO 80202  
 TEL: 303.733.1000 FAX: 303.733.1001

2000 WEST 10TH AVENUE, SUITE 1000  
 DENVER, CO 80202  
 TEL: 303.733.1000 FAX: 303.733.1001

## COMPLAINT FORM

COMPLAINT NO: ST2021-017 DATE: 8/2/21 TIME OF COMPLAINT: 12:57 pm  
 COMPLAINANT: Concern Citizen ADDRESS: #4296 Aurora Petrol  
 PHONE NUMBER: N/A WORK NUMBER: N/A  
 ACCUSED: Food Lunch ADDRESS: \_\_\_\_\_  
 RECEIVED BY: N. Matthew DATE RECEIVED: 8/2/21  
 REFERRED TO: N. Matthew DATE REFERRED: 8/2/21

COMPLAINT DETAILS Concern citizen called and stated that there was a foul order coming from the trailer coolers that were in the yard of the old Curriculum Center.

TIME & FINDINGS: (1:21pm) While conducting an inspection of the trailers coolers/freezers, two other freezers was found with consumable items with inaccurate temperatures. All cold holdings held improper temperatures, consumable items were found rotten, and contaminated. Roaches were observe alive and crawling in coolers, along with a distinct foul order from all cold holdings.

ACTION TAKEN & TIME: (2:47pm) Supervisor of School Lunch (DOE) was order to discard all consumable items that was compromised and to cease operation of distribution to all schools. ~~with~~ A citation was given for all violations.

RECOMMENDATIONS: DOE was advised to fix <sup>all</sup> infractions, and nothing should be stored inside of cold holdings until reinspection is conducted and approve.

INVESTIGATOR/S: \_\_\_\_\_ DATE INVESTIGATED: 8/3/2021  
 TIME INVESTIGATION STARTED: 1:21 pm TIME INVESTIGATION ENDED: 3:44 pm



GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL HEALTH

On this date, I Nikandrea Matthew witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Chicken Breast Patties	55cs	Soft, slimy		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

1. The owner agreed to destruction voluntarily.
2. The results of laboratory tests proved them to be adulterated or unwholesome according to Section 1404-1 of the Virgin Islands Rules and Regulations and destruction was ordered by the Commissioner of Health of the Virgin Islands under Section 1436 of the Virgin Islands Code
3. Destruction was ordered by a court of competent jurisdiction

Bertina Perque

Signature of Merchandise Owner or  
Authorized Agent

8/3/2021

Date

M. Matthew

Inspector's Signature and Date

# DEPARTMENT OF HEALTH

ST. CROIX OFFICE  
CHARLES HARDWOOD MEMORIAL COMPLEX  
3500 ESTATE RICHMOND  
CHRISTIANTON, ST. CROIX, VI 00820-4370  
TEL: (340) 773-6551 FAX: (340) 773-1375

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1303 HOSPITAL GROUND SUITE 10  
CHARLOTTE AMALIE  
ST. THOMAS, USVI 00802  
TEL: (340) 774-0117 FAX: (340) 715-5140

## COMPLAINT FORM

COMPLAINT NO: STI2021-018 DATE: 8/2/21 TIME OF COMPLAINT: 12:57 pm  
COMPLAINANT: Concern Citizen ADDRESS: #4396 Annds District  
PHONE NUMBER: N/A WORK NUMBER: N/A  
ACCUSED: Food Lunch ADDRESS: \_\_\_\_\_  
RECEIVED BY: N. Matthews DATE RECEIVED: 8/2/21  
REFERRED TO: N. Matthews DATE REFERRED: 8/2/21

COMPLAINT DETAILS: Concern citizen called and stated that there was a foul order coming from the trailer coolers that were in the yard of the old Curriculum Center.

TIME & FINDINGS: (1:21pm) While conducting an inspection of the trailers coolers/freezers, two other freezers was found with consumable items with inaccurate temperatures. All cold holdings held improper temperatures, consumable items were found rotten, and contaminated. Roaches were observe alive and crawling in coolers, along with a distinct foul order from all cold holdings.

ACTION TAKEN & TIME: (2:47pm) Supervisor of School Lunch (DOE) was order to discard all consumable items that was compromised and to cease operation of distribution to all schools. ~~unit~~ A citation was given for all violations.

RECOMMENDATIONS: DOE was advised to fix<sup>all</sup> infractions, and nothing should be stored inside of cold holdings until reinspection is conducted and approve.

INVESTIGATOR/S: \_\_\_\_\_ DATE INVESTIGATED: 8/2/2021  
TIME INVESTIGATION STARTED: 1:21 pm TIME INVESTIGATED ENDED: 3:44 pm



GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL HEALTH

On this date, I Nikandaz Matthew witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Chicken Breast Patties	55cs	Soft, slimy		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

1. The owner agreed to destruction voluntarily.
2. The results of laboratory tests proved them to be adulterated or unwholesome according to Section 1404-1 of the Virgin Islands Rules and Regulations and destruction was ordered by the Commissioner of Health of the Virgin Islands under Section 1436 of the Virgin Islands Code
3. Destruction was ordered by a court of competent jurisdiction

Beitina Perque

Signature of Merchandise Owner or  
Authorized Agent

8/3/2021

Date

M. Matthew

Inspector's Signature and Date

GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL HEALTH

On this date, I Nikandra Matthew witnessed the merchandise described  
(Name and Address of Owner)

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(Name and Address of Owner)

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Chicken Breast Patties	55cs	Soft, slimy		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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3. Destruction was ordered by a court of competent jurisdiction

Bertha Perque

Signature of Merchandise Owner or  
Authorized Agent

8/3/2021

Date

M. Matthew

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

On this date, I Nikandra Matheson witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
<u>Cheese Pizza</u>	<u>96ct 101cs</u>	<u>Defrost, slimy, discolored</u>		
<u>Peperoni Pizza</u>	<u>96ct 135cs</u>	<u>Defrost, slimy, discolored</u>		
<u>Muffin Banana</u>	<u>70ct 1cs</u>	<u>Soft, outdated</u>		
<u>Turkey Sausage</u>	<u>1cs</u>	<u>Slimy, defrost</u>		
<u>Fruit Punch</u>	<u>1cs</u>	<u>Soft, outdated</u>		
<u>Shredded Cheese</u>	<u>6/5lbs 82cs</u>	<u>Defrost, outdated</u>		
<u>Mozzarella Cheese</u>				
<u>Beefless Szechuan</u>				

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

1. The owner agreed to destruction voluntarily.
2. The results of laboratory tests proved them to be adulterated or unwholesome according to Section 1404-1 of the Virgin Islands Rules and Regulations and destruction was ordered by the Commissioner of Health of the Virgin Islands under Section 1436 of the Virgin Islands Code
3. Destruction was ordered by a court of competent jurisdiction

Bertie Page

Signature of Merchandise Owner or

Authorized Agent

8/4/2021

Date

N. Matheson

Inspector's Signature and Date

GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL HEALTH

On this date, I Nirandra Matthew witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Spinach	12/2 lbs 54cs	Defrost, slimy, smelly		
Cutup Chicken	40lbs 50cs	Defrost, bloody, smelly		
Squash	15cs	Moldy	Crushed & buried	Bacon Landfill
Apple Green	20cs	Moldy		
Apple red	20cs	Moldy		
Faring	69cs	Moldy		
Noodles Lasagna	53cs	Moldy		
Meatballs	30cs	Soft		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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2. The results of laboratory tests proved them to be adulterated or unwholesome according to Section 1404-1 of the Virgin Islands Rules and Regulations and destruction was ordered by the Commissioner of Health of the Virgin Islands under Section 1436 of the Virgin Islands Code
3. Destruction was ordered by a court of competent jurisdiction

Betha Perique

Signature of Merchandise Owner or

Authorized Agent

8/6/2021

Date

N. Matthew

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

On this date, I Niklandd Matthews witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Butter	30lbs	Soft, moldy		
Veggie Burger	18cs	Soft		
Brown rice	25bags 378cs	Moldy	Crushed & buried	Bovril Landfill
Spaghetti	2/10lbs 180cs	Moldy		
Bread Crumbs	20cs	Moldy, outdated		
Chicken Breasts	6/5lbs	Defrost, slimy		
Salad dressing	9cs	Moldy, outdated		
Juice	846ct	Defrost		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

1. The owner agreed to destruction voluntarily.
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3. Destruction was ordered by a court of competent jurisdiction

Bertie Payne  
Signature of Merchandise Owner or

Authorized Agent

8/6/2021

Date

M. Matthews  
Inspector's Signature and Date

**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

On this date, I Nikandra Mathew witnessed the merchandise described  
(Name and Address of Owner)

below destroyed and / or rendered unusable.

The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Oatmeal Cookies	66cs	Defrosted		
Chicken Thighs	40lbs 28cs	Defrost, bloody, outdated		
Banana Mini Loaf	2cs	Soft, outdated		
Shredded Cheddar Cheese	1cs	Soft, outdated		
Beefless Strips	101cs	Soft, slimy		
Hamburger J.T.M	2cs	Defrost, outdated		
BBQ Meatless Wings	24cs	Defrost, slimy		
Stew Beef	2cs	Defrost, bloody, outdated		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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Beritina Payne

Signature of Merchandise Owner or

Authorized Agent

8/5/2021

Date

C. M. Mathew

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Hamburger J.T.M	40lbs 480cs	Discolored, defrost		
Fruit Punch	70ct 4cs	Defrost, outdated		
Croissant	96ct 210cs	Soft		
Cutup Chicken	330cs	Defrost, smelly, bloody	Crushed Buried	Bovoni Landfill
Chicken Strips	6/5lbs 397cs	Defrost, slimy		
Cut Green Beans	12/2lbs 169cs			
Yogurt	9cs 4oz	Soft, outdated		
Chicken Pollo	40lbs 1cs	Defrost, smelly, outdated		

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Bertina Paquet

Signature of Merchandise Owner or

Authorized Agent

8/5/2021

Date

M. Matthew

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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(Name and Address of Owner)

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The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
<u>Fish Sticks</u>	<u>202cs</u>	<u>Slimy, bulging, smelly</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Juice</u>	<u>70ct 12cs</u>	<u>Defrost, outdated</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Veggie Burger</u>	<u>48ct 1cs</u>	<u>Soft, slimy</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Penne Pasta</u>	<u>2/5lbs 29cs</u>	<u>Moldy, weevils</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Lasagna noodles</u>	<u>2/2lbs</u>		<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Spaghetti</u>	<u>2/5lbs 5cs</u>	<u>Moldy, outdated</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Salad dressing</u>	<u>4cs</u>	<u>Moldy, outdated</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>
<u>Ground Turkey</u>	<u>29cs</u>	<u>Defrost, slimy</u>	<u>Crushed &amp; buried</u>	<u>Bayani Landfill</u>

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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3. Destruction was ordered by a court of competent jurisdiction

Bertha Pigeon

Signature of Merchandise Owner or

Authorized Agent

8/4/2021

Date

M. Matthew

Inspector's Signature and Date



GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF HEALTH

DIVISION OF ENVIRONMENTAL HEALTH

On this date, I Nikandrea Matthews witnessed the merchandise described  
(Name and Address of Owner)

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The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Chicken Drumsticks	40lb 56cs	Defrost, bloody		
Turkey Sausage	10lbs 32cs	Defrost, outdated		
Turkey Ground	40lbs 103cs	Defrost, bloody		
Ground Beef	66lbs 21cs	Defrost, bloody		
Cheese Pizza	96ct 105cs	Defrost, slimy, discolored		
Banana Bread	70ct 67cs	Soft		
Mozzarella cheese	6/5lbs 87cs	Soft, outdated		
Parmesan Cheese	6/5lbs 4cs	Soft, outdated		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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3. Destruction was ordered by a court of competent jurisdiction

Bertie Pargues

Signature of Merchandise Owner or

Authorized Agent

8/5/2001

Date

M. C. Matthews

Inspector's Signature and Date

**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Fish Sticks	80cs	Defrost, slimy, smelly	crushed & buried	Bayani Landfill

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Bentis P.

Signature of Merchandise Owner or

Authorized Agent

8/5/2021

Date

U. Matthew

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Mayonnaise	6cs 4/1gal	Moldy, outdated	Crushed & Buried	Bovani Landfill
Flour	1cs	Moldy		
Brown Sugar	9cs	Moldy, outdated		

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Bertha Payne

Signature of Merchandise Owner or

Authorized Agent

8/6/2021

Date

N. Matthew

Inspector's Signature and Date

**GOVERNMENT OF**  
**THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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(Name and Address of Owner)

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The merchandise was owned by School Food Authority, Subbase St. Thomas  
(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
WG Pancakes	140ct 59cs	Defrost, slimy		
French Fries	4/5.5lbs 47cs	Defrost, slimy		
Chicken Thigh	18/85lbs 24cs	Bloody, slimy		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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Bertina Reyes

Signature of Merchandise Owner or

Authorized Agent

8/3/2021

Date

M. Miller

Inspector's Signature and Date



**GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS**

**DEPARTMENT OF HEALTH**

**DIVISION OF ENVIRONMENTAL HEALTH**

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(Name and Address of Owner)

Type of Merchandise	Quantity Lbs. Case, etc.	Appearance of Food or Container. Slimy, Rusted, Dented, Bulging	Method Used to Destroy or Render Unusable	Destroyed Rendered Unusable
Seedless Watermelon	10-12lbs 51ea	Mold		
Cucumber	9cs	Slimy, moldy		
Lettuce	24ct 20cs	Slimy		
Onion, Yellow Jumbo	50lbs 10cs	Slimy, moldy		
Green Bell Pepper	10cs	Slimy, moldy		
Chicken Thigh	18-20lbs 184	Defrosted, bloody		

Reason(s) for destruction of merchandise described above are as follows: (circle appropriate items):

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Bethia Pasquer

Signature of Merchandise Owner or

Authorized Agent

8/3/02  
Date

M. Malle

Inspector's Signature and Date



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Willa F. Muller Eke Sch  
 Address: 7B Estate Contant Zip: 0082  
 City: St. Thomas Permit #: 3407740059  
 Permit Holder: Dept Education Telephone Number: 3407740059  
 District: STX ☐ STT ☒ STJ ☐ WI ☐  
 Purpose of Inspection: Routine ☐ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐  
 Date: 7/26/21 Time In: 1500 Time Out: 1527  
 Risk Type: 1 ☐ 2 ☐ 3 ☐



## Division of Environmental Health

CURRENT SCORE

CURRENT GRADE

74

C

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R  
COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R	Compliance Status		COS	R
<b>Supervision</b>				<b>Compliance Status</b>			
4 Points				4 Points			
1	IN OUT			17	IN OUT N/A		
Person in charge present, demonstrates knowledge, and performs duties				Food-contact surfaces; cleaned & sanitized			
2	IN OUT N/A			<b>Time/Temperature control for Safety</b>			
Certified Food Protection Manager				9 Points			
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands</b>				18 IN OUT N/A N/O Proper cooking time and temperatures			
9 Points				19 IN OUT N/A N/O Proper reheating procedures for hot holding			
3	IN OUT			<b>9 Points</b>			
Proper Use of restriction and exclusion				20 IN OUT N/A N/O Proper cold holding temperatures			
4	IN OUT N/O			21 IN OUT N/A N/O Proper hot holding temperatures			
Hands clean & properly washed				22 IN OUT N/A N/O Proper cooling time and temperatures			
5	IN OUT N/A N/O			23 IN OUT N/A N/O Time as a Public Health Control; procedures & records			
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed				<b>4 Points</b>			
<b>4 Points</b>				24 IN OUT N/A N/O Proper date marking and disposition			
6	IN OUT			<b>Consumer Advisory</b>			
Management, food employee and conditional employee: knowledge, responsibilities and reporting				4 Points			
7	IN OUT N/O			25 IN OUT N/A Consumer Advisory provided for raw/undercooked food			
Proper eating, tasting, drinking, or tobacco use				<b>Highly Susceptible Populations</b>			
8	IN OUT N/O			3 Points			
No discharge from eyes, nose and mouth				26 IN OUT N/A Pasteurized foods used; prohibited food not offered			
9	IN OUT			<b>Food/Color Additives and Toxic Substances</b>			
Adequate handwashing sinks properly supplied and accessible				4 Points			
10	IN OUT			27 IN OUT N/A Food additives: approved & properly used			
Procedures for responding to vomiting and diarrheal events				28 IN OUT N/A Toxic substances properly identified, stored, & used			
<b>Approved Source</b>				<b>Conformance with Approved Procedures</b>			
9 Points				1 Points			
11	IN OUT			29 IN OUT N/A Compliance with variance/specialized process/HACCP			
Food obtained from approved source							
12	IN OUT N/A N/O						
Food received at proper temperature							
13	IN OUT						
Food in good condition, safe, & unadulterated							
14	IN OUT N/A N/O						
Required records available: shellstock tags, parasite, destruction							
<b>Protection from Contamination</b>							
9 Points							
15	IN OUT N/A N/O						
Food separated and protected							
16	IN OUT						
Proper disposition of returned, previously served, reconditioned, & unsafe food							

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.  
 Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.  
 Mark "X" in box if numbered item is not in compliance Mark "X" in appropriate box for COS and/or R COS = corrected on-site during inspection R = repeat violation

Safe Food and Water		COS	R	Proper Use of Utensils		COS	R
3 Points				3 Points			
30	Pasteurized eggs used where required			43	In-use utensils: properly stored		
31	Water & ice from approved source			44	Utensils, equipment & linens: properly stored, dried, & handled		
32	Variance obtained for specialized processing methods			45	Single-use/single-service articles: properly stored & used		
<b>Food Temperature Control</b>				46	Gloves used properly		
3 Points				<b>Utensils, Equipment and Vending</b>			
33	Proper cooling methods used; adequate equipment for temperate control			1 Points			
34	Plant food properly cooked for hot holding			47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
35	Approved thawing methods used			48	Warewashing facilities: installed, maintained, & used; test strips		
36	Thermometers provided & accurate			49	Non-food contact surfaces clean		
<b>Food Identification</b>				<b>Physical Facilities</b>			
3 Points				2 Points			
37	Food properly labeled; original container			50	Hot & cold water available; adequate pressure		
<b>Prevention of Food Contamination</b>				51	Plumbing installed; proper backflow devices		
3 Points				52	Sewage & waste water properly disposed		
38	Insects, rodents, & animals not present			53	Toilet facilities: properly constructed, supplied, & cleaned		
39	Contamination prevented during food preparation, storage & display			54	Garbage & refuse properly disposed; facilities maintained		
40	Personal cleanliness			55	Physical facilities installed, maintained, & clean		
41	Wiping cloths: properly used & stored			56	Adequate ventilation & lighting; designated areas used		
42	Washing fruits & vegetables						

Person in Charge (Signature): [Signature]Date: 7/26/21Inspector (Signature): [Signature]

Follow-up: YES NO (Circle One) Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: *Willa F. Muller Ele Sch*Address: *7B Est Contant*City: *St. Thomas*Zip: *00802*Permit Holder: *Dept of Edu*Permit # *None*Telephone Number: *340 774 0059*

## OBSERVATION AND CORRECTIVE ACTIONS

Item Number	Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code
55	Screen not secured in the dishwashing machine room a vine is coming in the window
48	Dishwasher has no hot water and the sanitizers dispensers is not working 120°F is recommended
38	There are baby roaches crawling on the tables and along the floor. A pest control company is need to exterminate the kitchen
9	Dishwashing is not adequately supplied with paper towel and not label dishwashing sink
10	Vomit and diarrhea kit is not present needs disposal glove, mask, mop head, and apron. Killy litter trash bag bucket sanitizer
55	The walls and under the sink need to be clean
55	Coolers need to be clean and repair the water leaks
56	Exhaust hood fan is not working

Person in Charge (Signature)

*S. He [Signature]*Date *7/26/21*

Inspector (Signature)

*[Signature]*Date *7/26/21*



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Elia Muller

Address: \_\_\_\_\_

Zip: 00802City: St. Thomas

Permit #: \_\_\_\_\_

Permit Holder: Dept of EduTelephone Number: 340 774 0059District: STX ☐ STT ☐ STJ ☐ WI ☐Purpose of Inspection: Routine ☐ Follow-up ☒ Complaint ☐ Preliminary/Opening ☐Date: 9/7/21Time In: 1300Time Out: 1315Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

94

A

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

Compliance Status		COS	R	Compliance Status		COS	R
<b>Supervision 4 Points</b>				<b>Compliance Status 4 Points</b>			
1	IN OUT			17	IN OUT N/A		
Person in charge present, demonstrates knowledge, and performs duties				Food-contact surfaces; cleaned & sanitized			
2	IN OUT N/A			<b>Time/Temperature control for Safety 9 Points</b>			
Certified Food Protection Manager				18	IN OUT N/A N/O		
<b>Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points</b>				19	IN OUT N/A N/O		
3	IN OUT			<b>9 Points</b>			
Proper Use of restriction and exclusion				20	IN OUT N/A N/O		
4	IN OUT N/O			Proper cold holding temperatures			
Hands clean & properly washed				21	IN OUT N/A N/O		
5	IN OUT N/A N/O			Proper hot holding temperatures			
No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed				22	IN OUT N/A N/O		
<b>4 Points</b>				Proper cooling time and temperatures			
6	IN OUT			23	IN OUT N/A N/O		
Management, food employee and conditional employee: knowledge, responsibilities and reporting				<b>4 Points</b>			
7	IN OUT N/O			Proper date marking and disposition			
8	IN OUT N/O			<b>Consumer Advisory 4 Points</b>			
No discharge from eyes, nose and mouth				25	IN OUT N/A		
9	IN OUT			Consumer Advisory provided for raw/undercooked food			
Adequate handwashing sinks properly supplied and accessible				<b>Highly Susceptible Populations 9 Points</b>			
10	IN OUT			26	IN OUT N/A		
Procedures for responding to vomiting and diarrheal events				Pasteurized foods used; prohibited food not offered			
<b>Approved Source 9 Points</b>				<b>Food/Color Additives and Toxic Substances 4 Points</b>			
11	IN OUT			27	IN OUT N/A		
Food obtained from approved source				Food additives: approved & properly used			
12	IN OUT N/A N/O			28	IN OUT N/A		
Food received at proper temperature				Toxic substances properly identified, stored, & used			
13	IN OUT			<b>Conformance with Approved Procedures 4 Points</b>			
Food in good condition, safe, & unadulterated				29	IN OUT N/A		
14	IN OUT N/A N/O			Compliance with variance/specialized process/HACCP			
Required records available: shellstock tags, parasite, destruction							
<b>Protection from Contamination 9 Points</b>							
15	IN OUT N/A N/O						
Food separated and protected							
16	IN OUT						
Proper disposition of returned, previously served, reconditioned, & unsafe food							

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

Safe Food and Water 3 Points		COS	R	Proper Use of Utensils 3 Points		COS	R
30	Pasteurized eggs used where required			43	In-use utensils: properly stored		
31	Water & ice from approved source			44	Utensils, equipment & linens: properly stored, dried, & handled		
32	Variance obtained for specialized processing methods			45	Single-use/single-service articles: properly stored & used		
<b>Food Temperature Control 3 Points</b>				46	Gloves used properly		
33	Proper cooling methods used; adequate equipment for temperature control			<b>Utensils, Equipment and Vending 1 Points</b>			
34	Plant food properly cooked for hot holding			47	Food & non-food contact surfaces cleanable, properly designed, constructed, & used		
35	Approved thawing methods used			48	Warewashing facilities: installed, maintained, & used; test strips		
36	Thermometers provided & accurate			49	Non-food contact surfaces clean		
<b>Food Identification 3 Points</b>				<b>Physical Facilities 2 Points</b>			
37	Food properly labeled; original container			50	Hot & cold water available; adequate pressure		
<b>Prevention of Food Contamination 3 Points</b>				51	Plumbing installed; proper backflow devices		
38	Insects, rodents, & animals not present			52	Sewage & waste water properly disposed		
39	Contamination prevented during food preparation, storage & display			53	Toilet facilities: properly constructed, supplied, & cleaned		
40	Personal cleanliness			54	Garbage & refuse properly disposed; facilities maintained		
41	Wiping cloths: properly used & stored			55	Physical facilities installed, maintained, & clean		
42	Washing fruits & vegetables			56	Adequate ventilation & lighting; designated areas used		

Person in Charge (Signature): [Signature]Date: 9/7/21Inspector (Signature): [Signature]Follow-up: YES ☐ NO ☒ (Circle One)

Follow-up Date: \_\_\_\_\_



## Establishment Name:

Address:

Zip: 00802

City:

Permit #

Permit Holder:

Telephone Number

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

35

Back entrance to the kitchen has water dripping from the roof

10

Vomit Kit was not prepared by the Staff during the last inspection in August 2021. Kit included disposal glove, mask, apron, mop head and garbage bag with a pooper scooper to clean up the spill that will be absorbed by kitty litter. Sanitizing the area with Bleach.

Person in Charge (Signature)

Date \_\_\_\_\_

Inspector (Signature)

Date \_\_\_\_\_



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Alma Muller

Address:

Zip: 00802City: St. Thomas

Permit #:

Permit Holder: Dept of EduTelephone Number: 340 774 0059District: STX ☐ STT ☐ STJ ☐ WI ☐Purpose of Inspection: Routine ☐ Follow-up ☒ Complaint ☐ Preliminary/Opening ☐Date: 9/7/21Time In: 1300Time Out: 1315Risk Type: 1 ☐ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRADE

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 69

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/O, N/A) for each numbered item

Mark "X" in appropriate box for COS and/or R

IN = in compliance OUT = not in compliance N/O = not observed N/A = not applicable

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

COS R

## Supervision

4 Points

1 IN OUT Person in charge present, demonstrates knowledge, and performs duties

2 IN OUT N/A Certified Food Protection Manager

Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points

3 IN OUT Proper Use of restriction and exclusion

4 IN OUT N/O Hands clean &amp; properly washed

5 IN OUT N/A N/O No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

6 IN OUT Management, food employee and conditional employee: knowledge, responsibilities and reporting

7 IN OUT N/O Proper eating, tasting, drinking, or tobacco use

8 IN OUT N/O No discharge from eyes, nose and mouth

9 IN OUT Adequate handwashing sinks properly supplied and accessible

10 IN OUT Procedures for responding to vomiting and diarrheal events

## Approved Source

9 Points

11 IN OUT Food obtained from approved source

12 IN OUT N/A N/O Food received at proper temperature

13 IN OUT Food in good condition, safe, &amp; unadulterated

14 IN OUT N/A N/O Required records available: shellstock tags, parasite, destruction

## Protection from Contamination

9 Points

15 IN OUT N/A N/O Food separated and protected

16 IN OUT Proper disposition of returned, previously served, reconditioned, &amp; unsafe food

## Compliance Status

COS R

4 Points

17 IN OUT N/A Food-contact surfaces; cleaned &amp; sanitized

## Time/Temperature control for Safety

9 Points

18 IN OUT N/A N/O Proper cooking time and temperatures

19 IN OUT N/A N/O Proper reheating procedures for hot holding

9 Points

20 IN OUT N/A N/O Proper cold holding temperatures

21 IN OUT N/A N/O Proper hot holding temperatures

22 IN OUT N/A N/O Proper cooling time and temperatures

23 IN OUT N/A N/O Time as a Public Health Control; procedures &amp; records

4 Points

24 IN OUT N/A N/O Proper date marking and disposition

## Consumer Advisory

4 Points

25 IN OUT N/A Consumer Advisory provided for raw/undercooked food

## Highly Susceptible Populations

9 Points

26 IN OUT N/A Pasteurized foods used; prohibited food not offered

## Food/Color Additives and Toxic Substances

4 Points

27 IN OUT N/A Food additives: approved &amp; properly used

28 IN OUT N/A Toxic substances properly identified, stored, &amp; used

## Conformance with Approved Procedures

4 Points

29 IN OUT N/A Compliance with variance/specialized process/HACCP

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

## Safe Food and Water

3 Points

30 Pasteurized eggs used where required

31 Water &amp; ice from approved source

32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

33 Proper cooling methods used; adequate equipment for temperature control

34 Plant food properly cooked for hot holding

35 Approved thawing methods used

36 Thermometers provided &amp; accurate

## Food Identification

3 Points

37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

38 Insects, rodents, &amp; animals not present

39 Contamination prevented during food preparation, storage &amp; display

40 Personal cleanliness

41 Wiping cloths: properly used &amp; stored

42 Washing fruits &amp; vegetables

## Proper Use of Utensils

3 Points

43 In-use utensils: properly stored

44 Utensils, equipment &amp; linens: properly stored, dried, &amp; handled

45 Single-use/single-service articles: properly stored &amp; used

46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

47 Food &amp; non-food contact surfaces cleanable, properly designed, constructed, &amp; used

48 Warewashing facilities: installed, maintained, &amp; used; test strips

49 Non-food contact surfaces clean

## Physical Facilities

2 Points

50 Hot &amp; cold water available; adequate pressure

51 Plumbing installed; proper backflow devices

52 Sewage &amp; waste water properly disposed

53 Toilet facilities: properly constructed, supplied, &amp; cleaned

54 Garbage &amp; refuse properly disposed; facilities maintained

55 Physical facilities installed, maintained, &amp; clean

56 Adequate ventilation &amp; lighting; designated areas used

Person in Charge (Signature): [Signature]Date: 9/7/21Inspector (Signature): [Signature]Follow-up: YES ☒ NO ☐ (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Ulla MollAddress: ConstantZip: 00802City: St. Thomas

Permit #

Permit Holder: Dept of EducationTelephone Number: 340 774 0059

## OBSERVATION AND CORRECTIVE ACTIONS

Item  
Number

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code

35

Back entrance to the kitchen has water  
draining from the roof

10

Vomit kit was not prepared by the staff  
during the last inspection in August 2021.  
Kit included disposal glove, mask, apron,  
mask head and garbage bag with a pooper  
scooper to clean up the spill that will  
be absorbed by kitty litter. Sanitizing the  
area with Bleach.

Person in Charge (Signature)

[Signature]

Date

9/7/21

Inspector (Signature)

[Signature]

Date

9/07/21



Government of the U.S.

Virgin Islands - Department of Health - D

Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name:

Address:

City:

Permit Holder:

Telephone Number:

Zip:

Permit #:

District: STX ☐ STT ☒ STJ ☐ WI ☐Purpose of Inspection: Routine ☒ Follow-up ☐ Complaint ☐ Preliminary/Opening ☐

Date: 7/26/2021 Time In: 12:05 Time Out:

Risk Type: 1 ☒ 2 ☐ 3 ☐

CURRENT SCORE

CURRENT GRAD

SCORING AND GRADING: A: 90-100 B: 80-89 C: 70-79 U: ≤ 6

## FOODBORNE ILLNESS RISK FACTORS AND PUBLIC HEALTH INTERVENTIONS

Circle designated compliance status (IN, OUT, N/A) for each numbered item

IN = in compliance OUT = not in compliance N/A = not applicable

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection R = repeat violation

## Compliance Status

COS R

## Supervision

4 Points

1 IN OUT Person in charge present, demonstrates knowledge, and performs duties

2 IN OUT N/A Certified Food Protection Manager

Employee Health, Good Hygienic Practices, Preventing Contamination by Hands 9 Points

3 IN OUT Proper Use of restriction and exclusion

4 IN OUT N/A Hands clean &amp; properly washed

5 IN OUT N/A N/A No bare hand contact with RTE Food or a pre-approved alternate procedure properly allowed

4 Points

6 IN OUT Management, food employee and conditional employee: knowledge, responsibilities and reporting

7 IN OUT N/A Proper eating, tasting, drinking, or tobacco use

8 IN OUT N/A No discharge from eyes, nose and mouth

9 IN OUT Adequate handwashing sinks properly supplied and accessible

10 IN OUT Procedures for responding to vomiting and diarrheal events

Approved Source 9 Points

11 IN OUT Food obtained from approved source

12 IN OUT N/A N/A Food received at proper temperature

13 IN OUT Food in good condition, safe, &amp; unadulterated

14 IN OUT N/A N/A Required records available: shellstock tags, parasite, destruction

Protection from Contamination 9 Points

15 IN OUT N/A N/A Food separated and protects

16 IN OUT Proper disposition of returned, previously served, reconditioned, &amp; unsafe food

Risk Factors are important practices or procedures identified as the most prevalent contributing factors of foodborne illness or injury.

Public Health Interventions are control measures to prevent foodborne illness or injury.

## GOOD RETAIL PRACTICES

Good Retail Practices are preventative measures to control the addition of pathogens, chemicals and physical objects into foods.

Mark "X" in box if numbered item is not in compliance

Mark "X" in appropriate box for COS and/or R

COS = corrected on-site during inspection

R = repeat violation

## Safe Food and Water

3 Points

30 Pasteurized eggs used where required

31 X Water &amp; ice from approved source

32 Variance obtained for specialized processing methods

## Food Temperature Control

3 Points

33 Proper cooling methods used; adequate equipment for temperature control

34 Plant food properly cooked for hot holding

35 Approved thawing methods used

36 Thermometers provided &amp; accurate

## Food Identification

3 Points

37 Food properly labeled; original container

## Prevention of Food Contamination

3 Points

38 Insects, rodents, &amp; animals not present

39 Contamination prevented during food preparation, storage &amp; display

40 Personal cleanliness

41 Wiping cloths: properly used &amp; stored

42 Washing fruits &amp; vegetables

## Proper Use of Utensils

3 Points

43 In-use utensils: properly stored

44 Utensils, equipment &amp; linens: properly stored, dried, &amp; handled

45 Single-use/single-service articles: properly stored &amp; used

46 Gloves used properly

## Utensils, Equipment and Vending

1 Points

47 Food &amp; non-food contact surfaces cleanable, properly designed, constructed, &amp; used

48 Warewashing facilities: installed, maintained, &amp; used; test strips

49 Non-food contact surfaces clean

## Physical Facilities

2 Points

50 X Hot &amp; cold water available; adequate pressure

51 Plumbing installed; proper backflow devices

52 Sewage &amp; waste water properly disposed

53 Toilet facilities: properly constructed, supplied, &amp; cleaned

54 X Garbage &amp; refuse properly disposed, facilities maintained

55 Physical facilities installed, maintained, &amp; clean

56 Adequate ventilation &amp; lighting; designated areas used

Person in Charge (Signature):

Date:

Inspector (Signature):

Follow-up: YES NO (Circle One)

Follow-up Date:



## Government of the U.S. Virgin Islands - Department of Health - Division of Environmental Health

## Food Service Establishment Inspection Report

Establishment Name: Jockhart Elementary School  
 Address: 41 Estate Thomas VI Zip: 00802  
 City: St. Thomas Permit #: 340-774-0100  
 Permit Holder: Telephone Number: 340-774-0100

## TEMPERATURE OBSERVATIONS

Item/Location	Temp	Item/Location	Temp	Item/Location	Temp

## OBSERVATIONS AND CORRECTIVE ACTIONS

Violations cited in this report must be corrected within the time frames below or as stated in Section 8-405.11 of the Food Code.

- Item Number
- #9 All Handwashing Station shall be supplied with paper towels, soap & employee must wash hands for
  - #10 All multi-use events shall be made with disposable gloves, mask aprons, garbage bags, ~~clean~~ disposable mop heads
  - #20 Coolers were not turned on when checked reading 60°. Shall be reading 41° or below
  - #31 The ice machine shall be cleaned, sanitized & turned back on.
  - #55 The facilities shall be cleaned & ceiling tiles <sup>replaced</sup> fixed. Fans in the breezeway & cooler shall be cleaned. Leak in the ceiling
  - #56 The ventilation shall be fixed

340 244 1326

Person in Charge (Signature)

Date

Inspector (Signature)

Date

As governed by The Virgin Islands Food Code, 19 V.I.C. Ch. 25 § 509





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name Central High School  
Address: RFD #1927  
City: Kingshill Zip Code: 00851  
Telephone: (340) 778-0123  
Purpose: Routine ☒ Follow Up ☐ Complaint ☐ Other: ☐

Person in Charge Yves Abraham  
Date of Assessment: 09/02/2021  
Time In: 12:30 Time Out: 1:22  
District: STX ☒ STT ☐ STJ ☐

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3	<input checked="" type="checkbox"/>				Adequate lighting
4	<input checked="" type="checkbox"/>				Free of hazards (i.e. electrical, slips, trips, falls)
5	<input checked="" type="checkbox"/>				Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6	<input checked="" type="checkbox"/>				Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7	<input checked="" type="checkbox"/>				Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10	<input checked="" type="checkbox"/>				No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12	<input checked="" type="checkbox"/>				Utensils and equipment cleaned and sanitized, properly stored
13	<input checked="" type="checkbox"/>				Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15			<input checked="" type="checkbox"/>		Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17	<input checked="" type="checkbox"/>				First Aid Kit provided and accessible
18	<input checked="" type="checkbox"/>				AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20	<input checked="" type="checkbox"/>				EPA-registered disinfectant (s) used
21	<input checked="" type="checkbox"/>				Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22	<input checked="" type="checkbox"/>				Facilities maintained, clean, and sanitized
23			<input checked="" type="checkbox"/>		Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24			<input checked="" type="checkbox"/>		Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply		<input checked="" type="checkbox"/> WAPA	<input type="checkbox"/> Cistern	<input type="checkbox"/> Well	Other: _____
25	<input checked="" type="checkbox"/>				Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>				Water tested for lead, total coliform, E.coli; annually
27	<input checked="" type="checkbox"/>				Ice used for consumption, machine clean and in good repair, comes from approved source
28	<input checked="" type="checkbox"/>				Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Central High School

Date of Assessment: 07/02/2024

### Liquid & Solid Waste

Waste Water System		<input checked="" type="checkbox"/> Connected To Municipal Sewer Line <input type="checkbox"/> Septic Tank			
	S	U	N A	N O	Description
29	<input checked="" type="checkbox"/>				Sewage prevention: Backflow prevention provided, no cross connections
30	<input checked="" type="checkbox"/>				Plumbing system and fixtures maintained in good repair
31	<input checked="" type="checkbox"/>				Waste water disposed of properly
32	<input checked="" type="checkbox"/>				If on septic, tank/system serviced regularly
33	<input checked="" type="checkbox"/>				Adequate trash cans provided, covered, and clean; solid waste removed daily
34	<input checked="" type="checkbox"/>				Dumpsters must have lids; serviced regularly

### Toilet Facilities

35	/					Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	/					Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	/					Restrooms are not used as storage (*exception of restroom supplies)
38	/					Doors tight-fitting; self-closing

### Diaper Changing Facilities

39			/			Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40			/			Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41			/			Staff wash hands after each diaper change

### Chemical Safety

	S	U	N	A	N	O	Description
42	/						Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	/						Chemicals properly identified; working bottles labeled
44	/						Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	/						No smoking allowed indoors/outdoors
46	/						Ventilation units properly maintained; no obstructions blocking air intakes
47	/						Room temperature between 65 °F and 75 °F
48	/						No presence mold and mildew

### Integrated Pest Management

49	/						Free from insects, rodents & animals (*unless approved by facility)
50	/						Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51	/						Doors, windows, and other openings properly screened
52	/						Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	/						Janitors closet is clean and organized.
54		/					Outdoor equipment in good repair (i.e. fences, playground, etc.)
55		/					Tamper-resistant electrical outlets installed
56		/					Finger-pinch protection devices installed on doors, cabinets, and gates that are accessible to children.









# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name STX Educational Complex HS

Person in Charge \_\_\_\_\_

Address: Centerline Rd. STX

Date of Assessment: 9/2/21

City: FSTED

Zip Code: 00820

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

Telephone 340-778-2036

District: STX ☒ STT \_\_\_\_\_ STJ \_\_\_\_\_

Purpose: Routine \_\_\_\_\_ Follow Up \_\_\_\_\_ Complaint \_\_\_\_\_ Other: School Opening Inspection

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3		<input checked="" type="checkbox"/>			Adequate lighting
4	<input checked="" type="checkbox"/>				Free of hazards (i.e. electrical, slips, trips, falls)
5	<input checked="" type="checkbox"/>				Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6	<input checked="" type="checkbox"/>				Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7	<input checked="" type="checkbox"/>				Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10	<input checked="" type="checkbox"/>				No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12	<input checked="" type="checkbox"/>				Utensils and equipment cleaned and sanitized, properly stored
13	<input checked="" type="checkbox"/>				Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15			<input checked="" type="checkbox"/>		Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17	<input checked="" type="checkbox"/>				First Aid Kit provided and accessible
18	<input checked="" type="checkbox"/>				AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20	<input checked="" type="checkbox"/>				EPA-registered disinfectant (s) used
21	<input checked="" type="checkbox"/>				Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22	<input checked="" type="checkbox"/>				Facilities maintained, clean, and sanitized
23			<input checked="" type="checkbox"/>		Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24			<input checked="" type="checkbox"/>		Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply					<input checked="" type="checkbox"/> WAPA <input type="checkbox"/> Cistern <input type="checkbox"/> Well Other: _____
25	<input checked="" type="checkbox"/>				Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>				Water tested for lead, total coliform, E.coli; annually
27	<input checked="" type="checkbox"/>				Ice used for consumption, machine clean and in good repair, comes from approved source
28			<input checked="" type="checkbox"/>		Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: STX Educational Complex

Date of Assessment:      /      /     

### Liquid & Solid Waste

Waste Water System		<input checked="" type="checkbox"/> Connected To Municipal Sewer Line <input type="checkbox"/> Septic Tank		Description
S	U	N	A	
29	<input checked="" type="checkbox"/>			Sewage prevention: Backflow prevention provided, no cross connections
30	<input checked="" type="checkbox"/>			Plumbing system and fixtures maintained in good repair
31	<input checked="" type="checkbox"/>			Waste water disposed of properly
32	<input checked="" type="checkbox"/>			If on septic, tank/system serviced regularly
33	<input checked="" type="checkbox"/>			Adequate trash cans provided, covered, and clean; solid waste removed daily
34	<input checked="" type="checkbox"/>			Dumpsters must have lids; serviced regularly

### Toilet Facilities

35	<input checked="" type="checkbox"/>			Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	<input checked="" type="checkbox"/>			Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	<input checked="" type="checkbox"/>			Restrooms are not used as storage (*exception of restroom supplies)
38	<input checked="" type="checkbox"/>			Doors tight-fitting; self-closing

### Diaper Changing Facilities

39		<input checked="" type="checkbox"/>		Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40		<input checked="" type="checkbox"/>		Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41		<input checked="" type="checkbox"/>		Staff wash hands after each diaper change

### Chemical Safety

	S	U	N	A	N	O	Description
42	<input checked="" type="checkbox"/>						Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	<input checked="" type="checkbox"/>						Chemicals properly identified; working bottles labeled
44	<input checked="" type="checkbox"/>						Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	<input checked="" type="checkbox"/>					No smoking allowed indoors/outdoors
46	<input checked="" type="checkbox"/>					Ventilation units properly maintained; no obstructions blocking air intakes
47	<input checked="" type="checkbox"/>					Room temperature between 65 °F and 75 °F
48	<input checked="" type="checkbox"/>					No presence mold and mildew

### Integrated Pest Management

49	<input checked="" type="checkbox"/>					Free from insects, rodents & animals (*unless approved by facility)
50	<input checked="" type="checkbox"/>					Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51	<input checked="" type="checkbox"/>					Doors, windows, and other openings properly screened
52	<input checked="" type="checkbox"/>					Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	<input checked="" type="checkbox"/>					Janitors closet is clean and organized.
54		<input checked="" type="checkbox"/>				Outdoor equipment in good repair (i.e. fences, playground, etc.)
55	<input checked="" type="checkbox"/>					Tamper-resistant electrical outlets installed
56	<input checked="" type="checkbox"/>					Finger-pinch protection devices installed on doors, cabinets, and gates that are accessible to children.





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: STX Educational Complex Date of Assessment: 9/2/21

### Observations and Corrective Actions

Item  
Number

Observations cited in this report is recommended to be corrected within the time frames below

38 Door strips needs to be replaced to get a rodent free seal

Marking Key: **S**= the act or item was observed to meet best practice standards; **U**= the act or item was observed not to meet best practice standards; **NO**= the act or item was not observed to be occurring at the time of assessment; **NA**= the act or item is not performed by the facility or not part of the operation

#### Best Practice Guidance's, Standards, and Code

- Caring for Our Children
- EPA Indoor Air Quality in Schools
- EPA IPM in Schools
- OSHA 29 CFR 1910
- Virgin Island Code Title 19 Chapter 53
- Virgin Island Code Title 34 Section 384

☒ Recommended

☐ Not Recommended

Remarks:

Person in Charge (Signature)

E. Abbott, C. Koach

Inspector (Signature)

Date

Date

9/2/21





# Government of the U.S. Virgin Islands

Granny Preschool

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name Lew Muckle Elementary School

Person in Charge Carlos McGregor

Address: 317 Christianssted

Date of Assessment: 07 / 27 / 2021

City: Christianssted Zip Code: 00820

Time In: 10<sup>25</sup> Time Out: 10<sup>41</sup>

Telephone 778-5286

District: STX ☒ STT ☐ STJ ☐

Purpose: Routine ☒ Follow Up ☐ Complaint ☐ Other: ☐

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3	<input checked="" type="checkbox"/>				Adequate lighting
4		<input checked="" type="checkbox"/>			Free of hazards (i.e. electrical, slips, trips, falls)
5	<input checked="" type="checkbox"/>				Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6	<input checked="" type="checkbox"/>				Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7	<input checked="" type="checkbox"/>				Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10	<input checked="" type="checkbox"/>				No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12	<input checked="" type="checkbox"/>				Utensils and equipment cleaned and sanitized, properly stored
13	<input checked="" type="checkbox"/>				Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15			<input checked="" type="checkbox"/>		Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17		<input checked="" type="checkbox"/>			First Aid Kit provided and accessible
18	<input checked="" type="checkbox"/>				AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20				<input checked="" type="checkbox"/>	EPA-registered disinfectant (s) used
21				<input checked="" type="checkbox"/>	Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22	<input checked="" type="checkbox"/>				Facilities maintained, clean, and sanitized
23				<input checked="" type="checkbox"/>	Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24				<input checked="" type="checkbox"/>	Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply		<input checked="" type="checkbox"/> WAPA	<input type="checkbox"/> Cistern	<input type="checkbox"/> Well	Other: <input type="checkbox"/>
25	<input checked="" type="checkbox"/>				Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>				Water tested for lead, total coliform, E.coli; annually
27	<input checked="" type="checkbox"/>				Ice used for consumption, machine clean and in good repair, comes from approved source
28	<input checked="" type="checkbox"/>				Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Lew Muckle Elementary School

Date of Assessment: 7 / 27 / 2021

### Liquid & Solid Waste

	Waste Water System	___ Connected To Municipal Sewer Line ___ Septic Tank
	S U N A N O	Description
29	/	Sewage prevention: Backflow prevention provided, no cross connections
30	/	Plumbing system and fixtures maintained in good repair
31	/	Waste water disposed of properly
32	/	If on septic, tank/system serviced regularly
33	/	Adequate trash cans provided, covered, and clean; solid waste removed daily
34	/	Dumpsters must have lids; serviced regularly

### Toilet Facilities

35	/	Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	/	Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	/	Restrooms are not used as storage (*exception of restroom supplies)
38	/	Doors tight-fitting; self-closing

### Diaper Changing Facilities

39	/	Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40	/	Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41	/	Staff wash hands after each diaper change

### Chemical Safety

	S U N A N O	Description
42	/	Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	/	Chemicals properly identified; working bottles labeled
44	/	Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	/	No smoking allowed indoors/outdoors
46	/	Ventilation units properly maintained; no obstructions blocking air intakes
47	/	Room temperature between 65 °F and 75 °F
48	/	No presence mold and mildew

### Integrated Pest Management

49	/	Free from insects, rodents & animals (*unless approved by facility)
50	/	Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51	/	Doors, windows, and other openings properly screened
52	/	Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	/	Janitors closet is clean and organized.
54	/	Outdoor equipment in good repair (i.e. fences, playground, etc.)
55	/	Tamper-resistant electrical outlets installed
56	/	Finger-pinch protection devices installed on doors, cabinets, and gates that are accessible to children.





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Lew Muckle Elementary School Date of Assessment: 07/27/2021

### Observations and Corrective Actions

Item Number	Observations cited in this report is recommended to be corrected within the time frames below
4	Needs outlet protectors to prevent electrical shock (by possibly playing with them due to their age group)
17	Needs First Aid Kits.
35	Need stools in bathroom for toilet and sink access

Marking Key: **S**= the act or item was observed to meet best practice standards; **U**= the act or item was observed not to meet best practice standards; **NO**= the act or item was not observed to be occurring at the time of assessment; **NA**= the act or item is not performed by the facility or not part of the operation

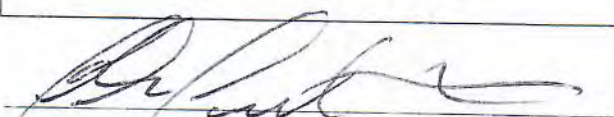
#### Best Practice Guidance's, Standards, and Code

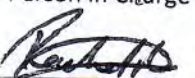
- Caring for Our Children
- EPA Indoor Air Quality in Schools
- EPA IPM in Schools
- OSHA 29 CFR 1910
- Virgin Island Code Title 19 Chapter 53
- Virgin Island Code Title 34 Section 384

☒ Recommended

☐ Not Recommended

#### Remarks:

  
Person in Charge (Signature)

 M. Hendricks L. Roach  
Inspector (Signature)

Date

07/27/21  
Date





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name Juanita Gardine Elementary

Address: 8 Matr. Penitentiary Land

City: C'STED Zip Code: 00823

Telephone 340-718-0051

Person in Charge Dr. Carla Bastian

Date of Assessment: 9/2/21

Time In: 10:09 Time Out: 10:35

District: STX ☒ STT ☐ STJ ☐

Purpose: Routine ☐ Follow Up ☐ Complaint ☐ Other: School Opening Inspection

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3	<input checked="" type="checkbox"/>				Adequate lighting
4	<input checked="" type="checkbox"/>				Free of hazards (i.e. electrical, slips, trips, falls)
5	<input checked="" type="checkbox"/>				Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6		<input checked="" type="checkbox"/>			Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7	<input checked="" type="checkbox"/>				Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10	<input checked="" type="checkbox"/>				No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12	<input checked="" type="checkbox"/>				Utensils and equipment cleaned and sanitized, properly stored
13	<input checked="" type="checkbox"/>				Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15		<input checked="" type="checkbox"/>			Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17	<input checked="" type="checkbox"/>				First Aid Kit provided and accessible
18	<input checked="" type="checkbox"/>				AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20	<input checked="" type="checkbox"/>				EPA-registered disinfectant (s) used
21	<input checked="" type="checkbox"/>				Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22	<input checked="" type="checkbox"/>				Facilities maintained, clean, and sanitized
23		<input checked="" type="checkbox"/>			Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24		<input checked="" type="checkbox"/>			Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply		<input checked="" type="checkbox"/> WAPA	<input type="checkbox"/> Cistern	<input type="checkbox"/> Well	Other: _____
25	<input checked="" type="checkbox"/>				Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>				Water tested for lead, total coliform, E.coli; annually
27		<input checked="" type="checkbox"/>			Ice used for consumption, machine clean and in good repair, comes from approved source
28		<input checked="" type="checkbox"/>			Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Suanita Gardine Elementary Date of Assessment: 9/2/21

### Liquid & Solid Waste

Waste Water System					<input checked="" type="checkbox"/> Connected To Municipal Sewer Line <input type="checkbox"/> Septic Tank
	S	U	N A	N O	Description
29	<input checked="" type="checkbox"/>				Sewage prevention: Backflow prevention provided, no cross connections
30	<input checked="" type="checkbox"/>				Plumbing system and fixtures maintained in good repair
31	<input checked="" type="checkbox"/>				Waste water disposed of properly
32	<input checked="" type="checkbox"/>				If on septic, tank/system serviced regularly
33	<input checked="" type="checkbox"/>				Adequate trash cans provided, covered, and clean; solid waste removed daily
34	<input checked="" type="checkbox"/>				Dumpsters must have lids; serviced regularly

### Toilet Facilities

	S	U	N A N O	Description
35	<input checked="" type="checkbox"/>			Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	<input checked="" type="checkbox"/>			Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	<input checked="" type="checkbox"/>			Restrooms are not used as storage (*exception of restroom supplies)
38	<input checked="" type="checkbox"/>			Doors tight-fitting; self-closing

### Diaper Changing Facilities

39			<input checked="" type="checkbox"/>	Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40			<input checked="" type="checkbox"/>	Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41			<input checked="" type="checkbox"/>	Staff wash hands after each diaper change

### Chemical Safety

	S	U	N A	N O	Description
42	<input checked="" type="checkbox"/>				Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	<input checked="" type="checkbox"/>				Chemicals properly identified; working bottles labeled
44	<input checked="" type="checkbox"/>				Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	<input checked="" type="checkbox"/>			No smoking allowed indoors/outdoors
46	<input checked="" type="checkbox"/>			Ventilation units properly maintained; no obstructions blocking air intakes
47	<input checked="" type="checkbox"/>			Room temperature between 65 °F and 75 °F
48	<input checked="" type="checkbox"/>			No presence mold and mildew

### Integrated Pest Management

49	<input checked="" type="checkbox"/>			Free from insects, rodents & animals (*unless approved by facility)
50	<input checked="" type="checkbox"/>			Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51	<input checked="" type="checkbox"/>			Doors, windows, and other openings properly screened
52	<input checked="" type="checkbox"/>			Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	<input checked="" type="checkbox"/>				Janitors closet is clean and organized.
54			<input checked="" type="checkbox"/>		Outdoor equipment in good repair (i.e. fences, playground, etc.)
55	<input checked="" type="checkbox"/>				Tamper-resistant electrical outlets installed
56	<input checked="" type="checkbox"/>				Finger-pinch protection devices installed on doors, cabinets, and gates that are accessible to children.





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Juanita Gardine Ele Date of Assessment: 9/2/21

### Observations and Corrective Actions

Item Number	Observations cited in this report is recommended to be corrected within the time frames below
27	Ice machine rusty (Staff stated new equipment is on the way)
6	Celling and Floor has areas to seal to avoid rodents entry

Marking Key: **S**= the act or item was observed to meet best practice standards; **U**= the act or item was observed not to meet best practice standards; **NO**= the act or item was not observed to be occurring at the time of assessment; **NA**= the act or item is not performed by the facility or not part of the operation

### Best Practice Guidance's, Standards, and Code

- Caring for Our Children
- EPA Indoor Air Quality in Schools
- EPA IPM in Schools
- OSHA 29 CFR 1910
- Virgin Island Code Title 19 Chapter 53
- Virgin Island Code Title 34 Section 384

☒ Recommended

☐ Not Recommended

### Remarks:


Person in Charge (Signature)

E. Archibald, C. Roach  
Inspector (Signature)

Date

9/2/21  
Date





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name Pearl B. Lazen School

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Person in Charge Dr. Carla Bastian

Date of Assessment: 9/02/21

Time In: 9:00am Time Out: 10:00am

District: STX ☒ STT ☐ STJ ☐

Purpose: Routine ☐ Follow Up ☐ Complaint ☐ Other: \_\_\_\_\_

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3	<input checked="" type="checkbox"/>				Adequate lighting
4		<input checked="" type="checkbox"/>			Free of hazards (i.e. electrical, slips, trips, falls)
5		<input checked="" type="checkbox"/>			Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6		<input checked="" type="checkbox"/>			Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7				<input checked="" type="checkbox"/>	Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10				<input checked="" type="checkbox"/>	No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12	<input checked="" type="checkbox"/>				Utensils and equipment cleaned and sanitized, properly stored
13				<input checked="" type="checkbox"/>	Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15			<input checked="" type="checkbox"/>		Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17				<input checked="" type="checkbox"/>	First Aid Kit provided and accessible
18				<input checked="" type="checkbox"/>	AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20	<input checked="" type="checkbox"/>				EPA-registered disinfectant (s) used
21	<input checked="" type="checkbox"/>				Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22	<input checked="" type="checkbox"/>				Facilities maintained, clean, and sanitized
23			<input checked="" type="checkbox"/>		Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24			<input checked="" type="checkbox"/>		Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply		<input checked="" type="checkbox"/> WAPA <input type="checkbox"/> Cistern <input type="checkbox"/> Well	Other: _____
25	<input checked="" type="checkbox"/>		Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>		Water tested for lead, total coliform, E.coli; annually
27		<input checked="" type="checkbox"/>	Ice used for consumption, machine clean and in good repair, comes from approved source
28	<input checked="" type="checkbox"/>		Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Pearl B. Lasea

Date of Assessment: 9/2/21

### Liquid & Solid Waste

Waste Water System					Description
S	U	N	A	N	
<input checked="" type="checkbox"/> Connected To Municipal Sewer Line <input type="checkbox"/> Septic Tank					
29					<input checked="" type="checkbox"/> Sewage prevention: Backflow prevention provided, no cross connections
30	<input checked="" type="checkbox"/>				Plumbing system and fixtures maintained in good repair
31	<input checked="" type="checkbox"/>				Waste water disposed of properly
32	<input checked="" type="checkbox"/>				If on septic, tank/system serviced regularly
33	<input checked="" type="checkbox"/>				Adequate trash cans provided, covered, and clean; solid waste removed daily
34		<input checked="" type="checkbox"/>			Dumpsters must have lids; serviced regularly

### Toilet Facilities

35	<input checked="" type="checkbox"/>				Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	<input checked="" type="checkbox"/>				Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	<input checked="" type="checkbox"/>				Restrooms are not used as storage (*exception of restroom supplies)
38	<input checked="" type="checkbox"/>				Doors tight-fitting; self-closing

### Diaper Changing Facilities

39		<input checked="" type="checkbox"/>			Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40		<input checked="" type="checkbox"/>			Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41		<input checked="" type="checkbox"/>			Staff wash hands after each diaper change

### Chemical Safety

	S	U	N	N	Description
			A	O	
42	<input checked="" type="checkbox"/>				Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	<input checked="" type="checkbox"/>				Chemicals properly identified; working bottles labeled
44	<input checked="" type="checkbox"/>				Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	<input checked="" type="checkbox"/>				No smoking allowed indoors/outdoors
46	<input checked="" type="checkbox"/>				Ventilation units properly maintained; no obstructions blocking air intakes
47	<input checked="" type="checkbox"/>				Room temperature between 65 °F and 75 °F
48		<input checked="" type="checkbox"/>			No presence mold and mildew

### Integrated Pest Management

49	<input checked="" type="checkbox"/>				Free from insects, rodents & animals (*unless approved by facility)
50	<input checked="" type="checkbox"/>				Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51		<input checked="" type="checkbox"/>			Doors, windows, and other openings properly screened
52	<input checked="" type="checkbox"/>				Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	<input checked="" type="checkbox"/>				Janitors closet is clean and organized.
54		<input checked="" type="checkbox"/>			Outdoor equipment in good repair (i.e. fences, playground, etc.)
55	<input checked="" type="checkbox"/>				Tamper-resistant electrical outlets installed
56		<input checked="" type="checkbox"/>			Finger-pinch protection devices installed on doors, cabinets, and gates that are accessible to children.





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Pearl B Lasen

Date of Assessment: 9/2/21

Observations and Corrective Actions	
Item Number	Observations cited in this report is recommended to be corrected within the time frames below
4	The drain in the back of the kitchen need to be fix and more secure
5	Kitchen area need some weather strips around all doors
6	Kitchen back door need to be replace with a new door.
27	Ice cooler needs to be replace, Ice cooler has rust that can cause the ice to get contaminate
34	Dumpsters need a cover
48	Mold was presence around the cooler doors

Marking Key: **S**= the act or item was observed to meet best practice standards; **U**= the act or item was observed not to meet best practice standards; **NO**= the act or item was not observed to be occurring at the time of assessment; **NA**= the act or item is not performed by the facility or not part of the operation

### Best Practice Guidance's, Standards, and Code

- Caring for Our Children
- EPA Indoor Air Quality in Schools
- EPA IPM in Schools
- OSHA 29 CFR 1910
- Virgin Island Code Title 19 Chapter 53
- Virgin Island Code Title 34 Section 384

☐ Recommended

☐ Not Recommended

Remarks:


Person in Charge (Signature)

N. Felix C. Noach

Inspector (Signature)

Date

9/2/21

Date





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Pearl B. Larson Date of Assessment: 9/2/21

Observations and Corrective Actions	
Item Number	Observations cited in this report is recommended to be corrected within the time frames below
51	Back door in the kitchen need screen door to be replace.

Marking Key: **S**= the act or item was observed to meet best practice standards; **U**= the act or item was observed not to meet best practice standards; **NO**= the act or item was not observed to be occurring at the time of assessment; **NA**= the act or item is not performed by the facility or not part of the operation

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☒ Recommended      ☐ Not Recommended

Remarks:


Person in Charge (Signature) \_\_\_\_\_

\_\_\_\_\_ Date

Inspector (Signature) \_\_\_\_\_

\_\_\_\_\_ Date





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Business Name: Ricardo Richards Elementary Person in Charge: \_\_\_\_\_  
Address: 491 Est. Barren Spot  
City: C'STED Zip Code: 00823 Date of Assessment: 9 / 2 / 2021  
Telephone: 340-778-0621 Time In: 11:30 Time Out: 12:09  
Purpose: Routine \_\_\_\_\_ Follow Up \_\_\_\_\_ Complaint \_\_\_\_\_ District: STX ☒ STT \_\_\_\_\_ STJ \_\_\_\_\_  
Other: School Opening Inspection

### General Facilities and Operations

	S	U	N A	N O	Description
1	<input checked="" type="checkbox"/>				Annual health permit
2	<input checked="" type="checkbox"/>				Hold current Health Card (s)
3	<input checked="" type="checkbox"/>				Adequate lighting
4	<input checked="" type="checkbox"/>				Free of hazards (i.e. electrical, slips, trips, falls)
5	<input checked="" type="checkbox"/>				Exterior building structure and premises (i.e. roof, sidewalks, parking lots) maintained and in good repair
6		<input checked="" type="checkbox"/>			Interior building structure integrity (i.e. ceilings, walls, floors) maintained and in good repair
7	<input checked="" type="checkbox"/>				Policy documenting emergency exercises
8	<input checked="" type="checkbox"/>				Cleaning protocol and schedule reviewed; annually

### Food Safety

	S	U	N A	N O	Description
9	<input checked="" type="checkbox"/>				Food is free from spoilage, unadulterated, safe to eat; approved source
10	<input checked="" type="checkbox"/>				No bare hand contact with ready to eat food; gloves used
11	<input checked="" type="checkbox"/>				Food properly stored, labeled; TSC held at proper temperature; date marked
12			<input checked="" type="checkbox"/>		Utensils and equipment cleaned and sanitized, properly stored
13			<input checked="" type="checkbox"/>		Single-use/single-service utensils and equipment properly stored; not re-used
14	<input checked="" type="checkbox"/>				Food contact surfaces clean and sanitized
15		<input checked="" type="checkbox"/>			Infant bottles labeled, handled and warmed safely

### Medical Personnel and Infection Control

	S	U	N A	N O	Description
16	<input checked="" type="checkbox"/>				Procedures for responding to vomiting and diarrheal events and other illnesses
17	<input checked="" type="checkbox"/>				First Aid Kit provided and accessible
18	<input checked="" type="checkbox"/>				AED provided and accessible; certified staff available
19	<input checked="" type="checkbox"/>				Blood borne pathogens universal precautions practiced
20	<input checked="" type="checkbox"/>				EPA-registered disinfectant (s) used
21	<input checked="" type="checkbox"/>				Proper PPE (i.e. gloves, aprons, goggles) provided for staff
22		<input checked="" type="checkbox"/>			Facilities maintained, clean, and sanitized
23			<input checked="" type="checkbox"/>		Toys, exercise equipment, sports equipment cleaned, sanitized, and in good repair
24			<input checked="" type="checkbox"/>		Beds, cots, mats maintained in good repair; individual linen provided and laundered after use

### Water Safety

Water Supply		<input checked="" type="checkbox"/> WAPA	<input type="checkbox"/> Cistern	<input type="checkbox"/> Well	Other: _____
25	<input checked="" type="checkbox"/>				Water source safe, potable, adequate; filters maintained properly
26	<input checked="" type="checkbox"/>				Water tested for lead, total coliform, E.coli; annually
27		<input checked="" type="checkbox"/>			Ice used for consumption, machine clean and in good repair, comes from approved source
28		<input checked="" type="checkbox"/>			Drinking fountains clean and in good repair; adequate pressure, properly regulated





# Government of the U.S. Virgin Islands

Department of Health | Department of Human Services

Division of Environmental Health | Office of Child Care & Regulatory Services

## Sanitation Standards Evaluation Form for Childcare Facilities



Name of Childcare Facility: Ricardo Richards Elementary

Date of Assessment: 9/2/21

### Liquid & Solid Waste

Waste Water System					Description
S	U	N	A	O	
<input checked="" type="checkbox"/> Connected To Municipal Sewer Line					
<input type="checkbox"/> Septic Tank					
29	<input checked="" type="checkbox"/>				Sewage prevention: Backflow prevention provided, no cross connections
30	<input checked="" type="checkbox"/>				Plumbing system and fixtures maintained in good repair
31	<input checked="" type="checkbox"/>				Waste water disposed of properly
32	<input checked="" type="checkbox"/>				If on septic, tank/system serviced regularly
33	<input checked="" type="checkbox"/>				Adequate trash cans provided, covered, and clean; solid waste removed daily
34	<input checked="" type="checkbox"/>				Dumpsters must have lids; serviced regularly

### Toilet Facilities

35	<input checked="" type="checkbox"/>				Toilets adequate, properly sized, clean, stocked, and maintained in good repair; toilets and potty chairs cleaned and disinfected daily
36	<input checked="" type="checkbox"/>				Handwash sinks clean, maintained, accessible, in good repair; supplied with soap, method to dry hands, and waste bin
37	<input checked="" type="checkbox"/>				Restrooms are not used as storage (*exception of restroom supplies)
38	<input checked="" type="checkbox"/>				Doors tight-fitting; self-closing

### Diaper Changing Facilities

39	<input checked="" type="checkbox"/>				Diaper changing table easily cleanable, maintained in good repair; cleaned and disinfected after each diaper change
40	<input checked="" type="checkbox"/>				Diaper changing table properly supplied, adequate waste receptacle for soiled diapers
41	<input checked="" type="checkbox"/>				Staff wash hands after each diaper change

### Chemical Safety

	S	U	N	A	N	O	Description
42	<input checked="" type="checkbox"/>						Chemical properly stored and locked when not in use; room organized, clean, and well ventilated
43	<input checked="" type="checkbox"/>						Chemicals properly identified; working bottles labeled
44	<input checked="" type="checkbox"/>						Safety Data Sheets (SDS) maintained and accessible

### Air Quality and Ventilation

45	<input checked="" type="checkbox"/>						No smoking allowed indoors/outdoors
46	<input checked="" type="checkbox"/>						Ventilation units properly maintained; no obstructions blocking air intakes
47	<input checked="" type="checkbox"/>						Room temperature between 65 °F and 75 °F
48	<input checked="" type="checkbox"/>						No presence mold and mildew

### Integrated Pest Management

49	<input checked="" type="checkbox"/>						Free from insects, rodents & animals (*unless approved by facility)
50	<input checked="" type="checkbox"/>						Premises clean, no breeding sites, or harborage; free from litter and overgrown vegetation
51	<input checked="" type="checkbox"/>						Doors, windows, and other openings properly screened
52	<input checked="" type="checkbox"/>						Approved pesticides properly stored, handled, and used

### Other/Miscellaneous

53	<input checked="" type="checkbox"/>						Janitors closet is clean and organized.
54	<input checked="" type="checkbox"/>						Outdoor equipment in good repair (i.e. fences, playground, etc.)
55	<input checked="" type="checkbox"/>						Tamper-resistant electrical outlets installed
56	<input checked="" type="checkbox"/>						Finger-pinch protection devices installed on doors, cabinets, and dates that are accessible to children.





Government of the U.S. Virgin Islands  
Department of Health | Department of Human Services  
Division of Environmental Health | Office of Child Care & Regulatory Services  
**Sanitation Standards Evaluation Form for Childcare Facilities**



Name of Childcare Facility: Ricardo Richards Elementary Date of Assessment: 9/2/21

Observations and Corrective Actions	
Item Number	Observations cited in this report is recommended to be corrected within the time frames below
6	Open pipe needs a covering / mesh & doors need to be able to close with a tight fit to avoid rodents entry.
36	Paper towel needed at hand wash station
50	Breeding pest sites at upstairs storage room
55	Pre K classrooms need outlet covers

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☒ Recommended ☐ Not Recommended

Remarks:


Person in Charge (Signature)

E. Pughall, C. Koach  
Inspector (Signature)

Date

9/2/21  
Date



**20<sup>th</sup> Virgin Islands Board of Education**  
**Kyza A. Callwood, Chairman**

**Response to Updates on the Virgin Islands  
Virtual Academy (VIVA)**

**Racquel Berry-Benjamin**  
**Commissioner of Education**  
**June 7, 2022**



THE VIRGIN ISLANDS DEPARTMENT OF  
**EDUCATION**

APPENDIX D



Good Day, Chairman Callwood and other members of the 20<sup>th</sup> Virgin Islands Board of Education.

I am Ericilda Ottley-Herman, Acting Insular Superintendent, for the St. Croix District. I am here on behalf of Racquel Berry-Benjamin, Commissioner of the Virgin Islands Department of Education, and I am pleased to provide the following responses relative to the Virgin Islands Virtual Academy (VIVA) as requested by the Board.

**Request:**

**Provide all information regarding Proximity Learning, and any other vendor utilized by the VIDE for distance learning and student support.**

On January 10, 2022, the Virgin Islands Department of Education joined the nation and the world by launching its first virtual program in conjunction with contractor Proximity Learning, Inc. The need for this program was a result of the global Coronavirus, ("COVID-19"), and to mitigate the spread of the virus. The Virgin Islands Department of Education (Department) sought to provide remote, onsite, and/or virtual academic instructional courses to its kindergarten-twelve (K-12th) grade public school students throughout the Territory.

Proximity Learning Inc. provided services to our students, which allows students in 6<sup>th</sup> – 12<sup>th</sup> grades the option of virtual learning. The following trainings and processes were conducted:

1. Students were trained to use their platform CANVAS (ongoing at the start of each semester as needed for new students) via video training or on demand technical assistance as needed.
2. Training for parents to be able to use the platform and follow their child's progress each semester as needed for new parents.
3. Training administrator to use and manage their platform so they can support the students.
4. Curriculum adaptation to VIDE's standards.
5. Ongoing customer and technical support services, access to study resources, unique usernames and passwords for all enrolled students and tracking and reporting on usage as needed.

Proximity Learning, Inc. utilizes and adheres to a VIDE School Calendar which was provided by the Department to ensure services are delivered in a timely manner. The Contractor's Virtual Instructors will deliver live instruction, ranging from one to five days a week, and will align instruction with each school's class schedule, adopt the district's approved curriculum and any other initiatives set by the District Insular Superintendent's Office. Alignment is as follows:

- 6-8th grade students with virtual instructional sessions of seven (7) virtual instructional sessions in fifty-five to sixty (55- 60) minute sessions. Courses will include all Core Courses (Science, Social Studies, English Language Arts, Mathematics, Physical Education/Health,





Computer Science and Electives to include; (1) Pre-Vocational/CTE) elective). The Contractor shall provide this virtual teaching service on an as-needed basis to fill various teacher vacancies at the public junior high schools located in the St. Thomas-St. John and St. Croix Districts during the 2021-2022 School Year.

- 9-12 grade students with four (4) ninety (90) minute sessions per day (90 minutes 4x4 blocks) five days a week. A sample of the schedule is included under “Live Teacher Led Instruction”. The Contractor will provide thirty-two (32) courses for the year as needed by the districts to include; sixteen courses per semester (4 at each grade level) Courses will include all Core Courses English for Grades 9-12, Mathematics to include Algebra I, Algebra II, Geometry and Trigonometry, Science (Biology, Biology II. Chemistry, and Physics), and World Languages, Advanced Placement, US History World History, Virgin Islands History, Communications, Digital Literacy, Health, Physical Education, and other supplementary courses. The Contractor shall provide this virtual teaching service on a weekly as-needed basis to fill various teacher vacancies at the public high schools located in the St. Thomas – St. John and St. Croix Districts during the 2021-2022 School Year.

The VIDE Team shared the VIBE’s Distance Learning policy with VIVA School leaders and Proximity Learning. The policy is used as a guiding tool in ensuring that students receive virtual instruction in a safe online environment. The Department ensured that the structure of VIVA operated within the policy guidelines.

**Request:**

**Confirmation of the contractor’s compliance in implementing the VIDE’s curriculum, including how the VIDE assesses full implementation**

**Response:**

Proximity Learning delivers assessments that are as rigorous and comprehensive as those used in-person classroom-based courses. Edynamic and PLI curriculum has a variety of formative, summative, and project-based assessments for all courses. Proximity Learning is fully accredited by COGNIA. The VIVA administrators monitor instructional practices to ensure compliance with the VIDE’s curricula. Additionally, the VIDE team meets with Proximity Learning to discuss successes and concerns, quarterly.

Below is an email from Dr. Valrica Bryson sharing information about how the VI History course transpired students this semester (year).

The Course went very well. The online presentation was able to provide the students with both summative and formative assessment. In the course, Kahoot and Quizzizz were used as per using technology for teaching and learning. In addition, the students' assessments throughout the course were done with the requirement of the full use of CANVAS submissions. In the course the use of Choice boards gave them the opportunity to be assessed outside of quizzes. The students were also assessed through performance-based assessments with presentations.



They were able to attend a virtual tour of the Christiansted Historic district. The virtual tour gave them the opportunity to experience learning about the historic sites and their relativity to Virgin Islands History and the impact of the enslaved.

**Request:**  
**Confirmation of the number of students currently enrolled in the VIVA program**

**Response**

The number of students presently enrolled in the VIVA Program:

- Sixth grade: Ten (10) students
- Seventh grade: Twenty-five (25) students
- Eighth grade: Thirty (30) students
- Ninth grade: Twenty-six (26) students
- Tenth grade: Twenty-two (22) students
- Eleventh grade: Twenty-seven (27) students
- Twelfth grade: Eighteen (18) students

TOTAL: One hundred fifty-eight (158)

**Request:**  
**Confirmation that all students enrolled in VIVA are attending courses daily with a duration of 50 minutes (middle school) or 90 minutes (high school) per course, including how the VIDE monitors attendance and compliance with the minimum instruction hours requirement.**

Proximity Learning teachers deliver our academic instruction, course content, and assessments synchronously, which occurs in real time for both the student and teacher using their technology platforms. Daily attendance is taken via the Canvas Learning Management System by Proximity Learning teachers. At the end of each day, Proximity Learning sends an attendance record to VIVA. Mrs. Tova Greene-Oquendo, Counselor to the VIVA program, monitors the daily attendance of students and receives attendance reports from Proximity Learning. Mrs. Greene-Oquendo ensures that all students enrolled in the VIVA program are attending courses.

As of school year 2022-2023, Proximity Learning will deploy a new system for recording, tracking, and distributing students' attendance. The system will be automated and will have the functionality to report attendance at intervals, such as daily or weekly, back to VIVA's Counselor. This system will also alert parents when students are absent and/or show a pattern of chronic absenteeism. Proximity Learning will host training on the system during the summer of 2022.

The Virgin Islands Virtual Academy 6-12th grade students are scheduled in courses that meet synchronously Monday through Friday. Middle school students attend courses daily with a duration of 50 minutes per course. High school students attend courses daily with a duration of 90 minutes





per course. All courses are taught and led by a Proximity Learning teacher who is present in the classroom at the same time as the students.

- High school students taking four courses per day receive 360 minutes or 6 hours of instructional time per day.
- Middle school students taking seven courses per day receive 350 minutes or five hours and 50 minutes of instructional time per day.

Proximity Learning follows VIDE's academic calendar, reflecting minimum instructional days and hours to determine attendance as a necessity for students' promotion. Therefore, when VIDE has a scheduled day off or professional development training for teachers, students do not attend live classes.

**VIVA's bell schedule is as follows:**

#### Middle School Bell Schedule

1st Period 8:00 - 8:55 am  
2nd Period 9:00 - 9:55 am  
3rd Period 10:00 - 10:55 am  
4th Period 11:00 - 11:55 am  
Lunch 12:00 - 12:55 pm  
5th Period 1:00 - 1:55 pm  
6th Period 2:00 - 2:55 pm

#### High School Bell Schedule

1st Period 7:30 - 9:00 am  
2nd Period 9:03 - 10:33 am  
3rd Period 10:36 - 12:36 pm  
Lunch 12:07 - 12:57 pm  
4th Period 1:00 - 2:30 pm

**Request:**



**Information from the VIDE's employee responsible for ensuring that the vendor has complied (or will comply) with the VIBE's Distance learning policy, certification rules and regulations and the VI History requirement.**

- VIBE's Distance learning policy The VIDE Team shared the policy with School leaders and Proximity. The Distance Learning policy is used as a guiding tool in ensuring that students receive virtual instruction in a safe online environment. The Department ensured that the structure of VIVA operated within the policy guidelines.
- According to Proximity Learning, the VIBE and the vendor have been in consultation and are working on certifying the teachers employed through Proximity.
- Dr. Valrica Bryson is the Virgin Islands History Teacher for the second semester.

**Request:**

**Information from the VIDE's employee responsible for ensuring that 1) the Proximity Learning Client Support and Success Specialist responsible for "exporting the grades and reporting them back to the local school(s) so the school may enter them into the official student record" complies with this process, and 2) that each student's home school is involved in this process.**

The following VIDE employees are responsible for ensuring and "exporting the grades and reporting them back to the local school are:

Ms. Carla Todman – St. Thomas, St. John District  
Ms. Tashina Rogers – St. Thomas, St. John District  
Ms. Joyce Edwards – St. Croix District  
Ms. Debra Abel- St. Croix District

**Request:**

**A copy of the opinion survey for each online course to be provided to students, parents, and VIDE administrators about the online teaching and learning experience through Proximity Learning (see 06-28-2022 letter attached).**

The opinion survey was distributed on June 6, 2022. Thus, data is not available at this time.





Electives			
Computer Programing I	Art in World Cultures	Anthropology I: Uncovering Human Mysteries	Child Development
Computer Programing II	Criminology: Inside the Criminal Mind	Archaeology: Detectives of the Past	Drugs & Alcohol
Computer Programing III	Hospitality & Tourism: Traveling the Globe	Fashion & Interior Design	Family & Consumer Science
AP Computer Programing	Music Appreciation: The Enjoyment of Listening	Mythology & Folklore: Legendary Tales	Family Living & Healthy Relationships
Game Design 1	Personal & Family Finance	Personal Psychology 1: The Road to Self-Discovery	High School Fitness
Game Design 2	Sociology 1: The Study of Human Relationships	Philosophy: The Big Picture	Outdoor Sports
Coding 1 (6/18)	Cybersecurity	The Lord of the Rings: An Exploration of the Films & Their Literary Influences	Lifetime & Leisure Sports
Coding 1 / Computer Science and Programming	Middle School Digital Art and Design	Theater, Cinema & Film Production	Walking Fitness
Animation	Digital Photography 1	High School Health & Fitness	Running
3D Modeling	Digital Photography 2	Fitness Fundamentals 1 & 2	Strength Training
Concepts of Engineering and Technology	Advertising & Sales Promotion	Health & Personal Wellness	Flexibility Training
Entrepreneurship: Starting Your Business	Creative Writing	Personal Health & Fitness	Comprehensive PE
Forensic Science I: Secrets of the Dead	Gothic Literature: Monster Stories	HOPE 1 & 2	Individual Sports
Forensic Science II: More Secrets of the Dead	Great Minds in Science: Ideas for a New Generation	Adaptive PE	Group Sports
Health Science I: The Whole Individual	History of the Holocaust	Credit Recovery PE 1 & 2	Advanced PE 1 & 2
Health Science II: Patient Care & Medical Services	Journalism: Investigating the Truth	Credit Recovery Health	Health Science Careers
Hospitality and Tourism: Hotel and Restaurant Management	Nutrition & Wellness	Middle School Health & Fitness	Anatomy
Culinary Arts	Public Speaking	Fitness Basics 1 & 2	Physiology
Agri science 1: Intro	Social Problems 1: A World in Crisis	Health	Healthcare Careers
Astronomy: Exploring the Universe	Marine Science	Elementary Health & Fitness	Health Careers

**Request:**

A copy of the evaluation rubric or instrument that is in use for VIVA, and a description of any specialized courses not generally taught as part of the VI curriculum.



## Proximity Learning Evaluation Rubric Information

Proximity Learning partners with the National Virtual Teacher Association. We evaluate each of our teachers on a monthly basis using the 5 domains that are used by the NVT A. Each teacher is evaluated at least once monthly to ensure the quality of the instruction is in accordance with the high standards we place on our teachers. Below you will find the information presented in our rubric for teacher evaluations.

### Domain 1 - Home Instructional Space & Technology

required

	Unsatisfactory (1)	Basic (2)	Proficient (3)	Advanced (4)
Camera/Video Requirements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interruptions and Background Noise (1A)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Background (1A)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Internet Connection/ Computer Condition (1B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Audio	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*The numbers and letters in parentheses are the components that are from the NVT A rubric. We also address other requirements set forth by Proximity that are located here as well including the camera/video requirements and audio.

### Domain 2 - Class Preparation

required

	Unsatisfactory (1)	Basic (2)	Proficient (3)	Advanced (4)
Teacher Interaction and Conversation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transitions in Materials/ Presentations (2B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Materials (2B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lesson Plans (2B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teacher Confidence (2B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online Resources and Apps (2B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*In addition to the NVT A components in this section, we also look for teacher interaction and conversation. We want to see our teachers having a conversation with the students in relation to the topic being discussed in class.





## Proximity Learning Evaluation Rubric Information

Proximity Learning partners with the National Virtual Teacher Association. We evaluate each of our teachers on a monthly basis using the 5 domains that are used by the NVT A. Each teacher is evaluated at least once monthly to ensure the quality of the instruction is in accordance with the high standards we place on our teachers. Below you will find the information presented in our rubric for teacher evaluations.

### Domain 1 - Home Instructional Space & Technology (required)

	Unsatisfactory (1)	Basic (2)	Proficient (3)	Advanced (4)
Camera/Video Requirements	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Interruptions and Background Noise (1A)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Background (1A)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Internet Connection/ Computer Condition (1B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Audio	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

\*The numbers and letters in parentheses are the components that are from the NVT A rubric. We also address other requirements set forth by Proximity that are located here as well including the camera/video requirements and audio.

### Domain 2 - Class Preparation (required)

	Unsatisfactory (1)	Basic (2)	Proficient (3)	Advanced (4)
Teacher Interaction and Conversation	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Transitions in Materials/ Presentations (2B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Materials (2B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Lesson Plans (2B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Teacher Confidence (2B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Online Resources and Apps (2B)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

\*In addition to the NVT A components in this section, we also look for teacher interaction and conversation. We want to see our teachers having a conversation with the students in relation to the topic being discussed in class.

### Request:

As of the VIDE's 2/25/2022 submission, provide an itemized list of expenditures for the VIVA and other distance learning instruction and support services, including all contracts, personnel costs, description of goods and/or services, and each funding source.

- This information was provided in the VIDE's report, dated February 25, 2022.
- All expenditures are contracted; please see the attached contract.
- **Additional information:** The following employees are funded locally or via CARES:
  - Ms. Tashina Rogers – St. Thomas, St. John District- ~\$70,000 (to include fringe)- CARES
  - Ms. Joyce Edwards – St. Croix District- \$46,000- Local
  - Ms. Debra Abel- St. Croix District- \$110,000- Local
  - Ms. Tova Greene-Oquendo- St. Thomas-St. John- \$48,206- Local



- Tentative Administrative Officer- St. Thomas-St. John District- \$36,000 plus fringe- CARES

**Request:**

**Services being proposed (or discussed) with Proximity Learning relative to summer programs and the 2022-2023 school year.**

There will be no summer activities utilizing the company Proximity Learning for the 2022 summer.

**Request:**

**The options (and status of implementing such options) for students that have “underlying issues and need an alternative learning environment,”**

For the 2022-2023 school year, the Virgin Islands Virtual Academy will expand to include Kindergarten through 12<sup>th</sup> grade. Thus, this will allow students with “underlying issues” to have “an alternative learning environment.”

**Request:**

**The status (and a copy) of the developed comprehensive learning program**

The comprehensive learning program plan is in progress and the VIDE will provide a copy of the plan as soon as it becomes available.

**Request:**

**The proposed plan to address teacher shortages, including an update on the contract services for certified teachers (noted in ARP action plan provided by the VIDE) to address these shortages.**

The VIDE is actively and aggressively recruiting teachers. However, the department is exploring options, such as virtual, or a blended model with virtual teacher and in-person facilitator, to mitigate the issue of teacher shortages. Additionally, the Department is reviewing the current staff and right-sizing to ensure that we maximize our resources.

**Request:**

**The Burlington online program for ESL Adult Learners.**

Burlington provides a virtual platform to support ELL learners at various levels to include Basics, Low Beginners, High Beginners, Low Intermediate, High Intermediate, and Advanced. The program officers Course & Lesson Planner, In-Class Lessons, Worksheets, Student Lessons, Vocabulary Practice, and progress monitoring.



## **APPENDIX E – CORRESPONDENCES WITH VIDE REGARDING SMAR RELATED ITEMS**

# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



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Fax. No. 340-774-3384

## WEBSITE

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**VIA EMAIL ([racquel.berry@vide.vi](mailto:racquel.berry@vide.vi))**

September 7, 2021

Hon. Racquel Berry-Benjamin, Commissioner  
V.I. Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

Dear Commissioner Berry-Benjamin:

The implications of the recently released notice of an investigation into allegations of sexual misconduct by a public-school employee have an exponential impact on our community. Our children are suffering from many issues, including the devastation caused by the 2017 hurricanes, the ever-changing environment resulting from the pandemic, learning loss, transition to and from virtual learning, isolation, and other traumatic factors, including verbal, mental, emotional, and physical abuse. We all agree that our students need support, and our schools should be safe havens where they can trust all employees to guide them by providing prompt assistance. It will take all of us, collectively, to plan for the future.

This letter reiterates the Board's position that not only at the beginning of the school year but also continued throughout the year, all policies, rules, and regulations must be shared with all individuals in the school system to include parents, either virtually through Teams, Power School notifications, the Department's website or the like. When individuals are not fully aware of rules and regulations governing operational processes and activities, educational leaders should activate positive reinforcements. The overall goal is to ensure that all students are safe and healthy while attending or participating in school and extra-curricular activities or virtual learning environments.

Additionally, programs that provide adequate counseling, intervention, and developmentally appropriate information to help students understand and recognize signs of inappropriate misconduct and harassment must be consistently provided. I have enclosed the "Mandatory Reporting Requirements: Children Virgin Islands" (March 2020) that speaks to what should happen when there is reasonable cause to suspect that a child has been "subjected to abuse, sexual abuse or neglect, or

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## VISION STATEMENT

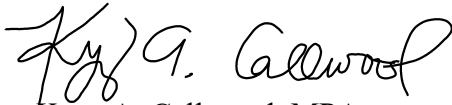
Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.



observes the child being subjected to conditions or circumstances that would reasonably result in abuse or neglect." Amongst those required to report are schoolteachers or other school personnel.

Lastly, the Virgin Islands Board of Education would like a response to the enclosed July 19, 2021 letter regarding the review and implementation by school personnel of several Board policies. In your response, please indicate when and how these policies were shared and how this will be continuously discussed during the school year.

Warmest regards,

A handwritten signature in black ink, appearing to read 'Kyza A. Callwood', written in a cursive style.

Kyza A. Callwood, MPA  
Chairman

Enclosures

cc: Hon. Albert Bryan, Jr., Governor  
Hon. Senator Genevieve Whitaker, Chairperson,  
34<sup>th</sup> Legislature's Education & Workforce Development committee  
Hon. Kimberley Causey-Gomez, Commissioner, Department of Human Services (w/o encl.)  
Hon. Ray Martinez, Commissioner nominee VI Police Department (w/o encl.)  
Members of the 20<sup>th</sup> V. I. Board of Education (w/o encl.)  
Stephanie J. Berry, PhD, VIBE Executive Director (w/o encl.)  
Emmett Hansen, II, VIBE Associate Executive Director (w/o encl.)

# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



VIA EMAIL ([racquel.berry@vide.vi](mailto:racquel.berry@vide.vi))

October 29, 2021

## BOARD OFFICERS

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## WEBSITE

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Honorable Racquel Berry-Benjamin  
Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, USVI 00802

Dear Commissioner Berry-Benjamin:

Thank you so much for your team's work to return all Virgin Islands students into their respective schools for in-person instruction.

The VIBE fully supports this direction, and we have taken steps to support re-opening in a safe, accelerated manner. VIBE also confirms the November 24, 2021, at 10:00 a.m. proposed meeting date as this would give both agencies more space to finalize the details for re-opening. Your memorandum identified the next steps leading to re-opening, which includes VIBE's annual walkthrough between VIBE and VIDE. The members of the SPF committee do not find this next step necessary. We have completed a 2021 re-opening walkthrough on July 30, 2021, before the initial re-opening date of August 9, 2021. Since then, the SPF committee has submitted a written review of walkthrough findings, inquires, and concerns identified during that walkthrough. Therefore, the members prefer a written VIDE response to the July findings that included maintenance concerns, status updates on PPE supplies, and Covid-related safeguards in classrooms rather than scheduling another VIBE walkthrough. We have received the 2021 reporting agencies' written safety verification from the Virgin Islands Department of Health, OSHA, Virgin Islands Department of Planning and Natural Resources, and the Virgin Islands Fire Services. To ensure that the recommendations provided from those agencies were instituted and/or addressed, please provide a written response outlining how and when those items will be satisfied.

Attached, you will find the accelerated re-opening plan developed by the SPF Committee to support all reported positions VIDE asserted for safe in-person instruction. The matrix developed identifies structures in place, VIBE responsibility, stakeholders' impact, and accompanying timelines. Based on the Matrix breakdown, the current territory's Covid data, and the recent lift of the

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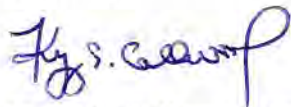
Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.



Governor's restrictions, VIBE affirms VI School readiness for 100% in-person instruction. VIBE encourages VIDE to begin re-open safely on November 29, 2021, by returning all school personnel. Next, the introduction of the four high schools on December 6, 2021, as a soft opening. Finally, all junior high/middle school students on December 13, 2021. Like past re-opening schedules, VIDE can take this time to ensure all scheduling, safety protocols, risk management, and board policies are followed.

VIBE continues to support VIDE in all matters that ensure student success. We firmly believe an accelerated response is needed to meet better Virgin Islands students' academic, social, and emotional needs.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kyza A. Callwood".

Kyza A. Callwood, MPA  
Chairman

Attachment



## **GUIDANCE TO SUPPORT AND REOPEN USVI PUBLIC SCHOOLS REENTRY ACTION PLAN**

The Virgin Islands Board of Education's (VIBE) School Plants and Facilities Committee provides additional guidance to support and reinforce the VI Department of Education's (VIDE or Department) "Guide to Safely Reopen Public Schools." There are three color phases associated with the current reopening of public schools in the territory. The VIBE is cognizant of the risks and transmission rates connected with COVID-19 as regularly reported by the Virgin Islands Department of Health. The three levels identified by VIDE's COVID-19 reopening plan phases are:

### **1. Goals-1/2022**

**Phase Green** – 100% in-person instruction

### **2. Current status as of 9/8/2021 for grades PreK-3<sup>rd</sup>**

**Phase Yellow** – Combination of Hybrid/Virtual and in-person instruction

### **3. Current status as of 9/8/2021 for grades 4<sup>th</sup>-12<sup>th</sup>**

**Phase Red** – 100 % Virtual instruction

### **VIBE's baseline concern:**

While the VIBE acknowledges that students and staff are all safer at home, VIBE also recognizes that returning safely to face-to-face instruction can better meet Virgin Islands students' academic, social, and emotional needs.

The VIBE's recommended starting point: VIBE supports a mandate made for all school-based personnel to return to assigned school campuses on **Monday, November 29, 2021, after Thanksgiving break.**

Based on formal reporting from the VIDE, the VIBE supports the continued use of local public/private health agencies monitoring for COVID-19 outbreaks and surges in cases through testing, case investigation, contact tracing, isolation, quarantine, site-specific closures, and enforcement of public health orders.

Through an expedited roll-out plan, the VIBE understands the VIDE has utilized millions of dollars in CARES Act and other pandemic related funding to redesign VI public schools to be deemed ready for in-person instruction. The Department designed a year-long testing protocol that intends to address COVID-19 school site exposures. The VIBE believes that VI





## GUIDANCE TO SUPPORT AND REOPEN USVI PUBLIC SCHOOLS REENTRY ACTION PLAN

school sites are large enough to return to 100% in-person instruction safely. With all supports and identified transmission risk, the VIBE encourages VIDE to begin an expedited approach to transition from the current phase yellow to phase green. The VIBE strongly believes that by allowing the 9<sup>th</sup> - 12<sup>th</sup> grade population to start in-person instruction on **Monday, December 6, 2021**, and the continued roll-out of all middle/junior high school students on **December 13, 2021**, the VI students can all participate in in-person instruction before the conclusion of 2021.

**The VIBE's incorporation of risk levels** to scale in-person instruction will assist school administrators in identifying transmission risk levels within the school site during in-person instruction. Transmission risk assessments are essential to forming an integral reopening action plan that ensures an effective safety management plan. The VIBE encourages VIDE to adopt risk levels as part of best practices for in-person instruction. Levels will help identify schools at risk (e.g., employees, persons/entities responsible for cleaning, visitors, contractors, the public, etc.). Most importantly, administrators can determine whether a controlled environment is required for a particular transmission risk ensuring a consistent protocol approach from schools across the territory. All risk levels can be tied directly to VIDE's yellow and green phases. The VIBE also encourages the VIDE to promote staff and student vaccination by hosting vaccination drives during phase Red implementation.

### 1. **Risk Level Orange - Low-Risk transmission schools**

*(based on DOH data):* This is a more restrictive than an in-person setting. Level Orange limits in-person sports, recess, group lunch, and school assemblies for schools experiencing less than 5% increases in the transmission. In person, instruction continues, but the school population may justify less engagement and movement.

### 2. **Risk Level Blue - Severe Risk transmission schools**

*(based on current school level percentage):* Student/Staff transmission over 5% are considered high, all in-person instruction is put on flexible schedules or strictly limited contact, and indoor/outdoor sports and activities are prohibited.

### 3. **Risk Level Purple - Extreme Risk transmission schools:**

Transmissions are very high, all in-person activities are prohibited, and individuals should limit contact with people outside their household as much as possible.

## GUIDANCE TO SUPPORT AND REOPEN USVI PUBLIC SCHOOLS REENTRY ACTION PLAN

### Reopening Matrix Considerations

	What is currently in place that we can build/fortify?	What action steps do VIBE need to take? Note priority areas.	Stakeholders involved in action steps.	When will actions take place? Set timeline & monitor.
<b>School Critical Action #1: Establish a School capacity Plan</b>  Identify individual <u>school</u> capacity for in-person with district support using principal's report.	<ul style="list-style-type: none"> <li>All school sites have sufficient spacing capacity</li> <li>VIBE invested CARES Act and other pandemic related funding to prepare school sites for in-person</li> <li>VIBE's yearlong protocol designed to address COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>Review VIDE data from last school year and the hybrid learning to make informed decisions and focus of expectations (e.g., engagement as expectation or prioritizing school needs &amp; risk in transitioning from Yellow to Green)</li> <li>Encourage consistency through stakeholders' outreach</li> </ul>	<ul style="list-style-type: none"> <li>Parents</li> <li>VIBE</li> <li>VIBE leadership</li> </ul>	Teacher/staff Nov. 29, 2021  High School December 6, 2021  Middle/Jr. High December 13, 2021  100% In person January 2022
Establish systems aligned with district expectations for COVID-19 testing and screening that prioritizes territory-wide and other informal resources.	<ul style="list-style-type: none"> <li>VI Dept. of Health</li> <li>CDC regulations</li> <li>Vaccination for children 12 years and over</li> </ul>	<ul style="list-style-type: none"> <li>Encourage consistency through stakeholders' outreach</li> </ul>	<ul style="list-style-type: none"> <li>VI Dept. Health</li> <li>Government House</li> <li>VIBE</li> </ul>	Ongoing monitoring





## GUIDANCE TO SUPPORT AND REOPEN USVI PUBLIC SCHOOLS REENTRY ACTION PLAN

	What is currently in place that we can build/fortify?	What action steps do VIBE need to take? Note priority areas.	Stakeholders involved in action steps.	When will actions take place? Set timeline & monitor.
<b>School critical Action #2: Plan for all faculty and staff return to school sites</b>  Maintain consistency of expected practices as appropriate and prioritize new and/or updated supports using risk levels based decision-making process.	<u><b>VIDE Classroom Teaching scheduling Plan:</b></u> <ul style="list-style-type: none"> <li>District established COVID teaching schedules</li> </ul> <u><b>Staff Teaching/Support Plan:</b></u> <ul style="list-style-type: none"> <li>set schedule for students needing Hybrid instruction to include time to connect/instruction/practice</li> </ul> (Based on Union contract)	<u><b>Classroom Support:</b></u> (in-person &/or Hybrid) <ul style="list-style-type: none"> <li>determine teachers need in classroom for in person safety</li> <li>Based on identified needs of staff ensure a continuum of supports are available and communicated</li> </ul>	<ul style="list-style-type: none"> <li>School Administrators</li> <li>VIBE</li> <li>VIDE leadership</li> <li>Teachers/staff</li> <li>STX/STT AFT</li> </ul>	<b>November 29<sup>th</sup> 2021</b>
<b>School Critical Action #3: Develop a Plan for High school &amp; Middle/Jr. High school start date</b>  Maintain consistency of expected practices as appropriate and prioritize new and/ or updated	<u><b>Territory wide Plan:</b></u> <ul style="list-style-type: none"> <li>All schools' sites updated for safety return to in person learning</li> <li>Identified income source for risk</li> </ul>	<ul style="list-style-type: none"> <li>Ensure VIDE checks in with all students and families before the next cohort for in person school begins in 2022.</li> <li>Develop outreach PSA to families to determine specific needs/concerns</li> </ul>	<ul style="list-style-type: none"> <li>School Administrators</li> <li>VIBE</li> <li>VIDE leadership</li> <li>Teachers/staff</li> <li>Students</li> <li>Parents</li> </ul>	High School <b>December 6, 2021</b>  Jr High/Middle school <b>December 13, 2021</b>



## GUIDANCE TO SUPPORT AND REOPEN USVI PUBLIC SCHOOLS REENTRY ACTION PLAN

	What is currently in place that we can build/fortify?	What action steps do VIBE need to take? Note priority areas.	Stakeholders involved in action steps.	When will actions take place? Set timeline & monitor.
supports using risk levels based decision-making process.	<p>management and tracking</p> <p><u>Territory wide monitoring plan:</u></p> <ul style="list-style-type: none"> <li>established in person grade level usage on critical health rules (mask, hands, distance, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Prepare schoolwide specific information to share with families</li> <li>ID point person if families have questions</li> </ul>		



# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL (racquel.berry@vide.vi)**

November 16, 2021

## **BOARD OFFICERS**

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Honorable Racquel Berry-Benjamin  
Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, USVI 00802

Dear Commissioner Berry-Benjamin:

In addition to the VI Board of Education's (VIBE) requests for a written response to its July 2021 findings that included maintenance concerns, status updates on PPE supplies, COVID-related safeguards in classrooms and compliance with the recommendations of the ancillary departments regarding re-opening of schools, please be advised that the members of the Board have decided to do walkthroughs on the dates proposed in your previous correspondence. Please provide a proposed schedule for 11/22 and 11/23/2021.

Additionally, please provide a copy of the updated reports from the ancillary agencies that are required to report out on their respective agency's review of each campus that intends to be active in January 2022. We anticipate that significant work has been completed and the previously submitted reports from the Virgin Islands Department of Health, OSHA, Virgin Islands Department of Planning and Natural Resources, and the Virgin Islands Fire Services will be almost a year old by your anticipated re-opening date.

Thank you for your proactive invitation to the VIBE and we look forward to receiving the information requested.

Sincerely,

Stephanie J. Berry, PhD

cc: Members of the 20<sup>th</sup> V. I. Board of Education

## **MISSION STATEMENT**

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# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL** ([racquel.berry@vide.vi](mailto:racquel.berry@vide.vi))

December 17, 2021

## **BOARD OFFICERS**

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Honorable Racquel Berry-Benjamin  
Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

Dear Commissioner Berry-Benjamin:

The VI Board of Education (VIBE) commends the VI Department of Education (VIDE) for reopening schools to all for in-school instruction on all grade levels in January of 2022. 17 VIC § 21 provides the VIBE with the authority to prescribe general regulations and in general “do anything necessary for the proper establishment, maintenance, management, and operation of the public schools of the Virgin Islands.” The VIBE provides the following general regulations and expectations regarding the reopening of schools:

### **School based hours**

The VIDE is expected to facilitate an increase in school participation by providing a minimum of 24 school-based hours (4 days participation) or a maximum of 30 school-based hours (5 days participation) and one (1) day for deep cleaning at all levels and opened school sites. All efforts to facilitate a four (4) or five (5) day in-class schedule (i.e., double, or split sessions) should be considered.

### **Vaccination options**

The VIDE is expected to maintain training for all VIDE staff, including school nurses, on pandemic protocol and provide and/or facilitate information to school personnel, parents, and students regarding site locations where vaccination guidance and inoculations may occur for adults and students between the ages of five (5) to seventeen (17). This should be included in forums to include reopening orientation sessions (in-person and pre-recorded videos).

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### **Wellness and Mental Health Concerns**

In addition to providing the VIBE with a copy of its Social-Emotional Wellness program referenced in its most recent testimony to the Legislature, the VIDE is expected to provide continuous staff development and support workshops for school administrators, teachers, paraprofessionals, support staff and students regarding socio-emotional issues, including those stemming from the Covid 19 pandemic.

### **Curriculum Framework**

Although the VIBE has not received the requested consolidated curriculum framework document (the June 2021 draft and the September 29, 2021 “2.0” version that outlined revisions based on the VIBE’s feedback), said document was approved with the condition that the VIDE would submit a consolidated document and the Board’s recommendations would be included in the first year of implementation. The VIDE is expected to share with the community the big ideas of the VIDE curriculum framework and how it relates to instruction:

- the key themes
- core concepts for each subject area
- the knowledge, skills and understanding that each child is expected to perform

### **Increase Student Learning Experiences**

The VIBE expects that parents and students will receive clear guidelines, learning standards, learning targets, and information to help students meet academic goals. Parents and students are expected to receive consistent feedback to indicate the level and quality of the students’ performance. Parents and students are expected to see samples of work, collected, and analyzed to determine whether and where a student may need improvement. The VIDE is to provide an analysis of the data collected relative to student achievement for the first and second marking period of the current school year, by district and school.

### **Guidance Counselors**

The VIDE is expected to maintain consistent training and workshops that communicate and indicate to counselors their critical role in addressing achievement, emotional issues, learning performance, disabilities, and promotion requirements. School counselors will need more than ever to connect families with school assistance and wrap around services. Information regarding the ongoing training and workshops for parents, educators, school monitors, and students must be shared with the VIBE. As a reminder, guidance counseling is a component of the legislatively mandated annual report and the VIDE should include information relative to staffing and outsourced services in its report to the VIBE.

### **School Plants and Facilities**

The VIBE expects to receive regular and routine updates on the environmental conditions at each school - ventilation, lighting, roofing, plumbing, equipment failure & purchase, progress on minor, major and capital improvement repairs at each school open for learning. Information provided should include the recent DPNR reports for each district, DPW report on all schools, Human Services Childcare Facility Assessment forms for each district, current Environmental Health report for the St. Thomas/St. John district, OSHA reports regarding schools in both districts, and the current fire report for each district with the schools visited identified. Additionally, security measures and checkpoint procedures should be in place and monitored for effectiveness.

**Graduation and Promotion**

VIDE is expected to prepare early and develop graduation or promotion plans with input from students, their advisors, and parents/guardians.

**Dropout Prevention Act**

As a reminder, in conjunction with 17 V.I.C. § 821-831 (Dropout Prevention Act), the VIBE's 9-12 promotional policies require high schools to complete a survey in the first semester to identify students who are disengaged and potential dropouts. The results of the surveys (or other similarly collected data) are to be shared with the VIBE.

**Home Education**

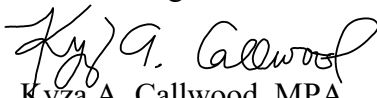
VIDE is required to respond to parents/guardians who file an intent to homeschool their child/children. As a reminder, a list of children enrolled in a home education program should be forwarded to the VIBE by end of the first semester.

**Certification**

VIDE is expected to notify returning and new teachers about certification and requirements to include Virgin Islands History, Act 8270, and the VIBE's recently approved revisions to the minimum requirements for certification in early childhood education.

The VIBE requests a formal meeting the week of January 24th through January 28, 2022, to review the reopening progress of in school instruction. It is our expectation that the VIDE's report will include the above-mentioned areas, information on the VIVA project (including enrollment by district, staffing structure, etc.), an updated employee roster by district and an update on school repairs and maintenance (i.e., JROTC area, kitchens, barricades in areas not being used, update on kitchens that need code upgrades, etc.).

Warmest regards,

  
Kyza A. Callwood, MPA  
Chairman

cc: Members of the 20<sup>th</sup> VI Board of Education  
Stephanie J. Berry, PhD, VIBE Executive Director



# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL (racquel.berry@vide.vi)**

February 10, 2022

## **BOARD OFFICERS**

Kyza A. Callwood, MPA  
**Chairman**

Winona A. Hendricks  
**Vice-Chairman**

Shawna K. Richards  
**Secretary**

## **St. Croix Members**

Winona A. Hendricks  
Terrence T. Joseph  
Emmanuella Perez-Cassius  
Shawna K. Richards

## **St. Thomas/St. John Members**

Kyza A. Callwood, MPA  
Judy M. Gomez, Esq.  
Nandi Sekou, Esq.  
Jeanette Smith-Barry

Angel Bolques, Jr.  
**At Large Member**

Stephanie J. Berry, PhD  
**Executive Director**

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## **WEBSITE**

[www.myviboe.com](http://www.myviboe.com)

Honorable Racquel Berry-Benjamin  
Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

Dear Commissioner Berry-Benjamin:

On behalf of the governing board of the VI Board of Education (VIBE), I thank the VI Department of Education (VIDE) for meeting on January 28, 2022, to discuss the VIDE's plan for the American Rescue Plan Outlying Areas State Educational Agencies funds and the information shared with the VIBE. The Board reviewed the information provided and offer the below comments/requests.

### 1. Appendix D 2022 Updates Facilities

- What system is being used to track referenced work orders?
- Addendum A – New schools project report
  - Evelyn Williams and Arthur Richards school demolitions – provide information relative to the use of these sites after demolition with timeline
- Addendum B - PFA funding
  - \$2,122,563.52 funds - provide estimated cost for each critical project and ongoing maintenance initiative covered under this funding source
  - Projects report –
    - provide the status of COMS's recreation equipment
    - provide further information relative to the items listed as "reprogramming" i.e., completed and remaining allocated funds will be used for another project
    - provide further detail regarding Major Maintenance (Act 8193) in both districts i.e., status of each essential rehabilitation and maintenance project funded through the sources identified in the Act, to include the disposition of those projects/activities specifically identified in the Act. If the funds provided were insufficient, provide information regarding alternate funding source used to complete the project/activity. If requested

### **MISSION STATEMENT**

The mission of the Virgin Islands Board of Education is to provide leadership and oversight, set policy and advocate for continuous improvement of the Public Education System of the Virgin Islands of the United States.

### **VISION STATEMENT**

Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.

information was provided in the documentation submitted to the VIBE, please identify document name and page.

- Addendum C
  - Critical Issues (STT District Principals) – provide a timeline for completion of projects currently listed “in progress”
  - Critical Issues (STX District Principals) – provide information on critical issues submitted by this district and the timeline for any projects listed “in progress.”
- 2. Appendix F- EAA & AFT Report as of 12.31.2021 – include certification status according to VIDE’s records
- 3. Appendix H-J 2021-2022 Virgin Islands Pass Fail Report by All Groups – provide narrative of findings based on VIDE’s evaluation of the data presented and any corrective measures implemented (or that will be implemented) to improve student achievement
- 4. Appendix K-L Action plans – for the activities/programs that are currently in progress, identify school locations in each district. For activities/programs that have not commenced, please provide anticipated school locations where activities/programs will be implemented, and an update on start/end date accordingly.
- 5. Appendix M Public Schools Dropout by Programs - provide narrative of findings based on VIDE’s evaluation of the data presented and any corrective measures implemented (or that will be implemented) to decrease the dropout rate. Include information on possible reasons for dropout rates above 3%, if available. Additionally, please indicate how “dropout” is defined.
- 6. 2022 return to in-person learning - as it pertains to professional development for school counselors, please confirm that the referenced first level of training in Mental Health and Emotional Crisis Response during the 2020/2021 School year was completed in both districts. Also, please provide information on the past and upcoming trainings for school monitors that were mentioned in the meeting.

Additionally, please provide an updated VIDE leadership team roster, including contact information. Thank you again for making your team available to the Board. We look forward to receiving a response no later than February 24, 2022. Please do not hesitate to contact me should you need any clarification on the above comments/requests.

Regards,



Stephanie J. Berry, PhD  
Executive Director

cc: Members of the 20<sup>th</sup> VI Board of Education



# **20<sup>th</sup> Virgin Islands Board of Education**

## **Kyza A. Callwood, Chairman**

Updates on the Return to In-Person Learning

Racquel Berry-Benjamin  
Commissioner of Education  
March 11, 2022



THE VIRGIN ISLANDS DEPARTMENT OF  
**EDUCATION**



Good Day, Chairman Callwood and other members of the 20<sup>th</sup> Virgin Islands Board of Education.

I, Racquel Berry-Benjamin, Commissioner of the Virgin Islands Department of Education, would like to begin by thanking the Board for its commendations, relative to the reopening of schools to all for in-school instruction on all grade levels March 14, 2022. As such, I am pleased to provide updates on the return to in-person learning, as requested by VIBE on February 24, 2022.

Please see the responses, below, as outlined by the Board.

<b>Request:</b> <b>School-based Hours</b>
<b>Response:</b>
<b>Effective March 14, 2022, territorially in the Virgin Islands Department of Education:</b> <ul style="list-style-type: none"><li>• All students enrolled in grades Pre-Kindergarten through 12<sup>th</sup> grade will attend classes in-person, five days a week.</li><li>• Students enrolled in the Virgin Islands Virtual Academy will remain virtual.</li></ul>






**Request:**  
**Updates to vaccination and testing protocols.**

**Response 1:**  
**Vaccination and PCR Testing Schedules**

Schedule for each district represents:

- Extensive 21-day cycle for vaccinations for students, parents, faculty, and staff at the respective schools. The schedule describes both first and second doses, by school clusters, throughout four (4) Sessions. The Department of Health (DOH) will administer the Pfizer vaccine. DOH will conduct the vaccinations via the mobile vaccination team.
- 15% PCR surveillance testing. VIDE anticipates hiring personnel, or collaborating with UVI to allow the student nurses to conduct the PCR testing.



GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS

DEPARTMENT OF

# EDUCATION

Office of the Assistant Commissioner

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victor.somme@vide.vi

	1st Session			2nd Session			3rd Session		
	1st DOSE	2nd DOSE	TIME	1st DOSE	2nd DOSE	TIME	1st DOSE	2nd DOSE	TIME
<b>ST. CROIX SCHOOL DISTRICT</b>									
Pearl B. Larsen	14-Feb	8-Mar	8:15 a.m. - 10:15 a.m.	8-Mar	29-Mar	8:15 a.m. - 10:15 a.m.	29-Mar	19-Apr	8:15 a.m. - 10:15 a.m.
Juanita Gardine	14-Feb	8-Mar	12 p.m. - 2 p.m.	8-Mar	29-Mar	12 p.m. - 2 p.m.	29-Mar	19-Apr	12 p.m. - 2 p.m.
Lew Muckle	15-Feb	9-Mar	8:30 a.m. - 10:30 a.m.	9-Mar	30-Mar	8:30 a.m. - 10:30 a.m.	30-Mar	20-Apr	8:30 a.m. - 10:30 a.m.
Alfredo Andrews	17-Feb	11-Mar	8:30 a.m. - 10:30 a.m.	11-Mar	4-Apr	8:30 a.m. - 10:30 a.m.	4-Apr	25-Apr	8:30 a.m. - 10:30 a.m.
John H. Woodson	17-Feb	11-Mar	12 p.m. - 2 p.m.	11-Mar	4-Apr	12 p.m. - 2 p.m.	4-Apr	25-Apr	12 p.m. - 2 p.m.
St. Croix Educational Complex and St. Croix Career and Technical Education Center	18-Feb	14-Mar	7:30 a.m. - 9:30 a.m.	14-Mar	5-Apr	7:30 a.m. - 9:30 a.m.	5-Apr	26-Apr	7:30 a.m. - 9:30 a.m.
Eulalie R. Rivera	22-Feb	15-Mar	8:15 a.m. - 10:15 a.m.	15-Mar	6-Apr	8:15 a.m. - 10:15 a.m.	6-Apr	27-Apr	8:15 a.m. - 10:15 a.m.
Claude O. Markoe	22-Feb	15-Mar	12 p.m. - 2 p.m.	15-Mar	6-Apr	12 p.m. - 2 p.m.	6-Apr	27-Apr	12 p.m. - 2 p.m.
Ricardo Richards	23-Feb	16-Mar	8:30 a.m. - 10:30 a.m.	16-Mar	7-Apr	8:30 a.m. - 10:30 a.m.	7-Apr	28-Apr	8:30 a.m. - 10:30 a.m.
St. Central High School	23-Feb	16-Mar	12 p.m. - 2 p.m.	16-Mar	7-Apr	12 p.m. - 2 p.m.	7-Apr	28-Apr	12 p.m. - 2 p.m.
<b>ST. THOMAS-ST. JOHN SCHOOL DISTRICT</b>									
Ulla Muller	14-Feb	8-Mar	7:50 a.m. - 9:50 a.m.	8-Mar	29-Mar	7:50 a.m. - 9:50 a.m.	29-Mar	19-Apr	7:50 a.m. - 9:50 a.m.
Jane E. Tuitt	14-Feb	8-Mar	12 p.m. - 2 p.m.	8-Mar	29-Mar	12 p.m. - 2 p.m.	29-Mar	19-Apr	12 p.m. - 2 p.m.
Adelitta Cancryn	15-Feb	9-Mar	7:45 a.m. - 9:45 a.m.	9-Mar	30-Mar	7:45 a.m. - 9:45 a.m.	30-Mar	20-Apr	7:45 a.m. - 9:45 a.m.
Lockhart Elementary	15-Feb	9-Mar	12 p.m. - 2 p.m.	9-Mar	30-Mar	12 p.m. - 2 p.m.	30-Mar	20-Apr	12 p.m. - 2 p.m.
Charlotte Amalie High School	16-Feb	10-Mar	8:30 a.m. - 10:30 a.m.	10-Mar	1-Apr	8:30 a.m. - 10:30 a.m.	1-Apr	22-Apr	8:30 a.m. - 10:30 a.m.
Joseph Gomez	17-Feb	11-Mar	7:50 a.m. - 9:50 a.m.	11-Mar	4-Apr	7:50 a.m. - 9:50 a.m.	4-Apr	25-Apr	7:50 a.m. - 9:50 a.m.
Bertha C. Boschulte	17-Feb	11-Mar	12 p.m. - 2 p.m.	11-Mar	4-Apr	12 p.m. - 2 p.m.	4-Apr	25-Apr	12 p.m. - 2 p.m.
Ivanna Eudora Kean	18-Feb	14-Mar	7:50 a.m. - 9:50 a.m.	14-Mar	5-Apr	7:50 a.m. - 9:50 a.m.	5-Apr	26-Apr	7:50 a.m. - 9:50 a.m.
Yvonne Milner Bowsky	22-Feb	15-Mar	7:50 a.m. - 9:50 a.m.	15-Mar	6-Apr	7:50 a.m. - 9:50 a.m.	6-Apr	27-Apr	7:50 a.m. - 9:50 a.m.
Joseph Sibilly	22-Feb	15-Mar	12 p.m. - 2 p.m.	15-Mar	6-Apr	12 p.m. - 2 p.m.	6-Apr	27-Apr	12 p.m. - 2 p.m.
Julius Sprauve	18-Feb	14-Mar	12 p.m. - 2 p.m.	14-Mar	5-Apr	12 p.m. - 2 p.m.	5-Apr	26-Apr	12 p.m. - 2 p.m.

NOTES: Schedule and date changes are highlighted in yellow and green.

NOTES: Schedule and date changes are highlighted in yellow and green.

**Response 2:**  
**Vaccination Webinar**

The purpose of the webinars is to educate and inform students, parents, faculty, and staff about the vaccines, as a means of counteracting misinformation and vaccine hesitancy. The presenters are DOH and Walgreens. The webinars will be held from 6-7pm on the 2<sup>nd</sup> Tuesday of every month, between the months of January to May 2022.



**Webinar Dates:**

- January 12, 2022
- February 9, 2022
- March 9, 2022
- April 13, 2022
- May 11, 2022

Vaccination Education and Information Outreach Webinars				
DATE	MEDIUM	TIME	STATUS	GUESTS
12-Jan-22	Zoom and FB	6 p.m.	COMPLETED	Host: Victor Somme III
9-Feb-22			COMPLETED	Host: Monife Stoute
9-Mar-22				Guest: Dr. Nanganga
13-Apr-22				
11-May-22				





### Response 3: No. Vaccinated

	1st Session				2nd Session			3rd Session		
	1st DOSE	NO. VAXXD	2nd DOSE	NO. VAXXD	1st DOSE	2nd DOSE	TIME	1st DOSE	2nd DOSE	TIME
<b>ST. CROIX SCHOOL DISTRICT</b>										
Pearl B. Larsen	14-Feb	1 student	8-Mar		8-Mar	29-Mar	9 a.m. - 1	29-Mar	19-Apr	9 a.m. - 11 a.m.
Juanita Gardine	14-Feb	1 student	8-Mar		8-Mar	29-Mar	12 p.m. -	29-Mar	19-Apr	12 p.m. - 2 p.m.
Lew Muckle	15-Feb	8 students + 2 adults = 10	9-Mar		9-Mar	30-Mar	9 a.m. - 1	30-Mar	20-Apr	9 a.m. - 11 a.m.
Ricardo Richards	23-Feb	2	9-Mar		9-Mar	30-Mar	12 p.m. -	30-Mar	20-Apr	12 p.m. - 2 p.m.
St. Central High School	16-Feb	1	10-Mar		10-Mar	1-Apr	9 a.m. - 1	1-Apr	22-Apr	9 a.m. - 11 a.m.
Alfredo Andrews	17-Feb	0	11-Mar		11-Mar	4-Apr	9 a.m. - 1	4-Apr	3-May	9 a.m. - 11 a.m.
John H. Woodson	17-Feb	3 students + 6 adults = 9	11-Mar		11-Mar	4-Apr	12 p.m. -	4-Apr	3-May	12 p.m. - 2 p.m.
St. Croix Educational Complex and St. Croix Career and Technical Education Center	18-Feb	2 students + 1 adult = 3	14-Mar		14-Mar	5-Apr	9 a.m. - 1	5-Apr	4-May	9 a.m. - 11 a.m.
Eulalie R. Rivera	22-Feb	10	15-Mar		15-Mar	6-Apr	9 a.m. - 1	6-Apr	5-May	9 a.m. - 11 a.m.
Claude O. Markoe	22-Feb	3	15-Mar		15-Mar	6-Apr	12 p.m. -	6-Apr	5-May	12 p.m. - 2 p.m.
St. Croix District Subtotals:		40								
<b>ST. THOMAS-ST. JOHN SCHOOL DISTRICT</b>										
Ulla Muller	14-Feb	0	8-Mar		8-Mar	29-Mar	9 a.m. - 1	29-Mar	19-Apr	9 a.m. - 11 a.m.
Jane E. Tuitt	14-Feb	9 students + 3 adults = 12	8-Mar		8-Mar	29-Mar	12 p.m. -	29-Mar	19-Apr	12 p.m. - 2 p.m.
Adelitta Cancryn	15-Feb	5 students	9-Mar		9-Mar	30-Mar	9 a.m. - 1	30-Mar	20-Apr	9 a.m. - 11 a.m.
Lockhart Elementary	15-Feb	5 students + 3 adults = 8	9-Mar		9-Mar	30-Mar	12 p.m. -	30-Mar	20-Apr	12 p.m. - 2 p.m.
Charlotte Amalie High School	16-Feb	2 students + 3 adults = 5	10-Mar		10-Mar	1-Apr	9 a.m. - 1	1-Apr	22-Apr	9 a.m. - 11 a.m.
Joseph Gomez	17-Feb	3 students	11-Mar		11-Mar	4-Apr	9 a.m. - 1	4-Apr	3-May	9 a.m. - 11 a.m.
Bertha C. Boschulte	17-Feb	1 adult	11-Mar		11-Mar	4-Apr	12 p.m. -	4-Apr	3-May	12 p.m. - 2 p.m.
Ivanna Eudora Kean	18-Feb	1 adult	14-Mar		14-Mar	5-Apr	9 a.m. - 1	5-Apr	4-May	9 a.m. - 11 a.m.
Yvonne Milner Bowsky	22-Feb	9 students	15-Mar		15-Mar	6-Apr	9 a.m. - 1	6-Apr	5-May	9 a.m. - 11 a.m.
Joseph Sibilly	22-Feb	3 students + 1 adult = 4	15-Mar		15-Mar	6-Apr	12 p.m. -	6-Apr	5-May	12 p.m. - 2 p.m.
Julius Sprauve	18-Feb	0	14-Mar		14-Mar	5-Apr	12 p.m. -	5-Apr	4-May	12 p.m. - 2 p.m.
St. Thomas-St. John District Subtotals:		48								

### Response 4: COVID Pop-ups



DATE	ISLAND	LOCATION	TIME	STATUS
25-Feb-22	St. Thomas	Old Cinema One Parking Lot	3 p.m. to 6 p.m.	COMPLETED
	St. Croix	St. Croix Educational Complex		
23-Mar-22	St. John	VIPA Gravel Pit		
25-Mar-22	St. Thomas	Old Cinema One Parking Lot		
	St. Croix	St. Croix Educational Complex		
20-Apr-22	St. John	VIPA Gravel Pit		
22-Apr-22	St. Thomas	Old Cinema One Parking Lot		
	St. Croix	St. Croix Educational Complex		
25-May-22	St. John	VIPA Gravel Pit		
27-May-22	St. Thomas	Old Cinema One Parking Lot		
	St. Croix	St. Croix Educational Complex		
NOTE: This is a DOH activity specifically for VIDE students, faculty, staff and parents.				

#### Request:

#### Integration of socioemotional wellness programs for students and staff

#### St. Croix District Response

##### Program Overview:

The educational landscape has changed drastically especially in the Virgin Islands, due to the global pandemic. As outlined by CASEL, Social and emotional learning (SEL) is an integral part of education and human development. The St. Croix District has identified the need to implement a Social-Emotional Wellness program to provide our schools the opportunity to reframe instructional outcomes and meet the needs of the whole learner. The objective of this program is to engage in the process which children and adults are able to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions. Restructuring the way, we communicate and respond will allow our students to have a solid foundation and the skills necessary to have successful relationships in life. In the wide scope of things, we will be instilling in our children healthy habits that they can utilize for the rest of their lives. The District has adopted the CASEL Framework for Districtwide SEL lays out key district activities for high-quality, systemic implementation of SEL.

These key activities are organized by four focus areas of implementation:

1. Build Foundational Support and Plan,
2. Strengthen Adult SEL Competencies and Capacity,
3. Promote SEL for Students,
4. Practice Continuous Improvement.

##### Program Goals:

- Implement Social-Emotional Wellness activities that promote a growth mindset, target emotion regulation, and support overall wellness





- Integrate Social-Emotional Wellness activities into existing school climate and culture initiatives, positive behavioral supports, and/or trauma-informed systems;
- Provide services to students and families that create school-family-community partnerships;
- Address educational equity and excellence by empowering students and educators with strategies

**Program Components:**

- Curricular Integration of SEL Classroom Activities Beyond Core Lessons
- School/Classroom Climate and Culture Supports
- Applications to Out-of-School Time
- Family & Community Engagement
- Professional Development and Training.

**SY 2021 – 2022:**

1. Build Foundational Support and Plan:
  - Established SEL Leadership Taskforce led by SEW Program Manager.
  - SEW Program Manager communicated with school leaders to determine area of focus with SEL framework.
  - ARP & Cares- ESF II funds are being used to implement the SEL initiative.
  - Integration of SEL strategies into District functions.
2. Strengthen Adult SEL Competencies and Capacity:
  - Integration and modeling of five SEL competencies into District interactions (i.e. Wellness checks, recognition/shout-out of staff members, use of restorative practices, sharing/listening protocols, etc.).
  - Infusion of SEL into District meetings
  - Providing opportunities for reflection and practice of SEL competencies
3. Promote SEL for Students:
  - Conducted individual and group sessions for identified students
  - Increase in-person SEL activities
  - Ensure that SEL is a priority during the school day and afterschool.
  - Actively engage families and community organizations in partnerships that expand SEL implementation
  - Incorporation of Mindful Music, Journaling and Meditation
  - Build the confidence and maturity for the transitional year students (8th/9th, 12th/Higher Education)
  - Conduct student-centered activities
4. Practice Continuous Improvement:
  - Issued approximately 1407 hours in professional development certificates to educators (teachers, counselors, etc.) in SEL focused training from December 2020 to present.
  - Provide scaffolding/ongoing training for educators.
  - Offer various opportunities for educators to participate in activities that would promote healthy mindsets.



### **St. Thomas-St. John District Response**

#### **Program Overview:**

The Mental Health Wellness Plan has accomplished many of its goals but it continues to be developed to meet the on-going needs of VIDE students. The Plan is a three-part strategy with Current, Intermediate, and Long-Term goals to serve the students of the Virgin Islands.

#### **Current**

Since the closing of the physical facilities because of COVID-19, VIDE, as part of its six-week Mental Health Series, has produced three radio broadcast on its Saturday morning talk radio show. The topics included, Weathering the Storm, Limiting TV and Social Media, and Learning from Home with guest psychologists from Insight Psychological Services, LLC, Island Therapy Solutions and a representative from DVSAC. In addition, other PSAs aired on 107.9 FM, 103.5 FM, Isle 95, Rumba 98.3 FM, and Sunny 99.5 FM along with the release of posters and videos to engage audiences on social media. Recently 12/11/22, School Nurses were guest on DaVybe Saturday VIDE Radio Show sharing information such as how school will look like when everyone returns January 2022 and health tips for parents.

VIDE Emotional Crisis Intervention Team has responded to crisis within the department and in the community addressing natural and man-made disasters, crisis incidents and tragic events during Fall 2021.

The School Counselors have provided intensive outreach services to students to include academic, career and social emotional guidance. While it has not been an easy task, school counselors have made it their goal to reach out to each of their students using digital tools at their disposal. Students are served though physical distance online platforms.

#### **Platforms used:**

1. Microsoft Teams
3. Emails
4. Edmentum/Plato
6. YouTube
7. Zoom
1. Facebook Groups
2. Cell Phones
  - a. Telephone calls
  - b. Text messages
  - c. WhatsApp
  - d. Facetime

Teachers are focusing on the delivery of instructions and academic content while school counselors collaborate to support social/emotional development and academic achievement, promoting physical and psychological well-being.





While communicating with students and families has expanded beyond face to face, our counseling team continues to provide direct student services.

**Strategies Implemented:**

1. Contact SPED students/parents
  - a. IEP Meetings, updates and reviews
  - b. Counseling IEP Students
2. FaceTime students
  - a. Provide Tutorials for students
3. Support teachers
4. Call students daily
5. Send WhatsApp video recordings to students and parents
6. Reach out to high-risk students
7. Create YouTube Videos and post on school page
8. Coordinate registration for incoming students from feeder schools
  - a. Create forms to be completed by parents/students
  - b. Identify SPED, 504 and ESL students
  - c. Identify Career Interest
  - d. Select classes for 2021/2022 School Year
9. Complete Students' Online Registration for 2021/2022
10. Coordinate AP Testing
11. Provide Scholarship opportunities for graduating seniors
12. Attend Webinars
13. Participate in Professional Development Training
14. Address teachers' and administrators' referrals
15. Contact referral agencies
  - a. Submit referrals
  - b. Follow-up on referrals prior to COVID-19

Our school counselors completed the first level of training in Mental Health and Emotional Crisis Response during 2020/2021 School year. In addition to performing their regular school counseling duties, counselors are learning mental health triage. While reaching out to students and families, our school counselors will serve as the first line of contact in identifying students in crisis, supports needed. As customary, counselors will continue to communicate with students, provide the appropriate counseling services within the realm of social and emotional growth and provide referrals for families needing social services.

Coupled with our counseling services provided, we formed community alliances with several clinical agencies to provide the psychological services to address the deeper mental health issues that require long term therapy and support for students and parents in need. A listing of counseling and mental health services agencies that are provided on the VIDE's website includes the Virgin Islands Department of Health, V.I. Department of Human Services, Beautiful Dreamers, JW Behavioral Center, Family Resource Center, , Insights Psychological Services, LLC., etc.

**Special Education Students:**



In consultation with the US Department of Education's Office of Special Education, the following actions were approved for the VI Department of Education to continue providing special education services to students, the best it can, given the COVID-19 pandemic. Each special education professional below are responsible for executing the tasks indicated in the bulleted list below tasks, by telephone, zoom, etc. that are linked to their caseload. (Note: The specific special education service (instructional/counseling/therapeutic/Physical, etc.) are unique to each child and are identified in each child's Individualized Educational Plan (IEP).

### **Intermediate**

Additional school counselors training is required to meet the current and upcoming needs of VIDE students as they come back to school in the Spring.

### **Future**

Currently, we have segments of our Crisis Response Plan that addresses natural and man-made crisis such as earthquakes and active shooters. The Department with the support of VI Police Department and VITEMA has developed Crisis Response Plans for each of our campuses. To augment the Crisis Response Plans, we will be formalizing an Emotional Crisis Intervention and Response Plan/Mental Health and Wellness Plan which will serve to address the emotional and mental health issues stemming from any crisis that may manifest. Our existing hodgepodge of practices and tools use to respond to emotional crisis will be solidified in grounded mental health clinical practices into a comprehensive plan.

### **Partnerships**

As part of its protocol, VIDE is in partnering with the DOH and DHS, agencies who lead GVI's mental health comprehensive plan. In addition, VIDE has provided national and local hot-line numbers to assist those in mental health crisis.





<b>Request:</b> <b>School Plants and Facilities</b>
The VIBE expects to receive regular and routine updates on the environmental conditions at each school - ventilation, lighting, roofing, plumbing, equipment failure & purchase, progress on minor, major and capital improvement repairs at each school open for learning. Information provided should include the recent DPNR reports for each district, DPW report on all schools, Human Services Childcare Facility Assessment forms for each district, current Environmental Health report for the St. Thomas/St. John district, OSHA reports regarding schools in both districts, and the current fire report for each district with the schools visited identified. Additionally, security measures and checkpoint procedures should be in place and monitored for effectiveness.
<b>Response:</b> <b>See Appendix D: 2022 Updates Facilities</b>

<b>Request:</b> <b>Graduation and Promotion Dates</b>				
Graduation ceremonies and Promotional exercises will be in-person in accordance to the Virgin Islands Department of Health guidelines.				
#	St. Croix District			
	SCHOOL	DATE	TIME	LOCATION
1	Career & Technical Ed. Center	May 16, 2022	10:00am	In-Person
2	Adult Education	May 16, 2022	3:00pm	In-Person
3	St. Croix Central High	May 17, 2022	10:00am	In-Person
4	St. Croix Educational Complex High	May 18, 2022	10:00am	In-Person
5	John H. Woodson JH	May 23, 2022	10:00am	In-Person
6	Ricardo Richards Elementary	May 23, 2022	1:00pm	In-Person
7	Alfredo Andrews Elementary	May 23, 2022	3:00pm	In-Person
8	Lew Muckle Elementary	May 24, 2022	10:00am	In-Person
9	Pearl B. Larsen PreK8	May 24, 2022	2:00pm	In-Person



10	Eulalie R. Rivera K8	May 25, 2022	9:30am	In-Person
11	Claude O. Markoe Elementary	May 25, 2022	10:00am	In-Person
12	Juanita Gardine K8	May 25, 2022	11:00am	In-Person
13				



## ST. THOMAS-ST. JOHN DISTRICT 2022 GRADUATIONS/PROMOTIONAL EXERCISES

SCHOOL NAME	DATE	TIME	LOCATION	DISTRICT PERSONNEL
Ivanna Eudora Kean High	Thursday, May 19, 2022	10:00 a.m.	TBA	SUPERINTENDENTS
Charlotte Amalie High	Friday, May 20, 2022	10:00 a.m.	TBA	SUPERINTENDENTS
Jane E. Tuitt Elementary	Monday, May 23, 2022	10:00 a.m.	Jane E. Tuitt Campus	
Ulla F. Muller Elementary	Tuesday, May 24, 2022	TBA	TBA	
Julius Sprauve School	Wednesday, May 25, 2022	9:00 a.m.	TBA	
Bertha C. Boschulte Middle School	Tuesday, May 24, 2022	10:00 a.m.	TBA	
Addelita Cancryn Intermediate/Jr. High	Tuesday, May 24, 2022	9:30 a.m.	TBA	
Joseph Gomez Elementary	Wednesday, May 25, 2022	TBA	TBA	
Lockhart Elementary				
Joseph Sibilly Elementary	Tuesday, May 24, 2022	10:30 a.m.	Joseph Sibilly Main Campus	





Yvonne Milliner-Bowsky Elementary (5th grade)	Monday, May 23, 2022	10:00 a.m.	YEMBES Campus	
Raphael O. Wheatley Skills Center	Thursday, May 19, 2022	3:00 p.m.	Ruth E. Thomas Auditorium	<b>SUPERINTENDENTS</b>
Adult Continuing Education (Night Program)	Friday, May 20, 2022	3:00 p.m.	Ruth E. Thomas Auditorium	<b>SUPERINTENDENTS</b>

# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL (racquel.berry@vide.vi)**

April 27, 2022

## **BOARD OFFICERS**

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**Executive Director**

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## **WEBSITE**

[www.myviboe.com](http://www.myviboe.com)

Honorable Racquel Berry-Benjamin  
Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

Dear Commissioner Berry-Benjamin:

The VI Board of Education (VIBE) is in receipt of applications from the employees of Proximity Learning who are part of your Department's VI Virtual Academy (VIVA). Upon review and further examination of the documentation provided by these applicants for certification, the majority of the applications do not comply with the conditions established by the governing board's June 24, 2021 approval to certify NVTAs online teachers provided through Proximity Learning. More specifically, there are no NVTAs certified applicants. Through Chairman Callwood, the Professional Staff and Higher Education committee, is requesting a meeting on May 10, 2022 from 12:30p – 2:00p with you, all VI Department of Education staff involved in the VIVA (including administrators, registrar, counselors, coordinators), and a representative of Proximity Learning responsible for assignment and oversight of the teachers for VIVA. The primary focus will be on the items outlined in the attached June 28, 2022 letter regarding virtual teachers, VIBE certification and compliance with VISA, the current curriculum, and other VI mandates.

Thank you in advance for your attention to this request.

Regards,

Stephanie J. Berry, PhD  
VIBE Executive Director

Attachment

cc: Members of the 20th VI Board of Education

## **MISSION STATEMENT**

The mission of the Virgin Islands Board of Education is to provide leadership and oversight, set policy and advocate for continuous improvement of the Public Education System of the Virgin Islands of the United States.

## **VISION STATEMENT**

Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.



# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL (racquel.berry@vide.vi)**  
May 31, 2022

## **BOARD OFFICERS**

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Hon. Racquel Berry-Benjamin, Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

## **RE: VIBE policies**

Dear Commissioner Berry-Benjamin:

The VI Board of Education (VIBE) looks forward to all public schools returning to in-school instruction in the 2022-2023 school year. It is the governing board's expectation that prior to the first day of instruction, all Virgin Islands Department of Education (VIDE) personnel will be oriented on VIBE policies and compliance reinforced throughout the school year. The VIBE's Policies, Rules, and Regulations committee herein provides relevant policies for your information and use.

## **9<sup>TH</sup> -12<sup>TH</sup> GRADUATION POLICY FOR SECONDARY SCHOOLS**

Newly revised policy must be implemented for 9<sup>th</sup> graders beginning the 2022-2023 year.

- VIDE must notify parents/guardians of incoming 9<sup>th</sup> graders that changes will affect them
- VIDE must comply with Graduation Exit Plan at all grade levels; Each 9<sup>th</sup> grade through 12<sup>th</sup> grade student must complete a yearly graduation exit plan which is discussed and signed by student, guardian/s and counselor .
- VIDE must complete dropout survey and submit to VIBE by end of 1st semester. Reminder, the VI Code Chapter 44 Section 821 requires tangible effort to prevent drop out by completing a survey by the end of the 1st marking period. The results of the survey will connect disengaged students with other local agencies to receive wrap around services.

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### **BULLYING INTERVENTION, PREVENTION AND REMEDIATION POLICY**

(9/17/2011)

The school and its supportive programs should provide a place of safety, comfort and enlightenment for students, teachers, staff workers and other positive stakeholders.

- The Virgin Islands Board of Education acknowledges that national and local research indicates an increase in negative behavior which fosters bias, hate, victimization, and use of electronic communication media to promote low self-esteem, depression, ostracism, retaliation, suicide, and poor academic performance.
- The VIDE is required at the beginning of the school year to provide orientation to faculty, staff, parents, and students regarding a) the definition of bullying, b) who bullying incidents should be reported to, and c) the consequences for bullying.

### **THE SCHOOL-BASED COMPREHENSIVE EMERGENCY RESPONSE PLAN AND DRILL (SCERP)**

This policy requires that the safety, and wellbeing of students and school personnel be planned and prepared for in advance. Preparation, drills, and practices should occur early in the school year – to address natural & manmade disasters, emergencies, and the threat of active shooters.

- VIDE needs to have every school comply with practices, drills, and notification at the beginning to the new school year.
- VIDE needs to ensure all principals write and submit their Emergency Response Plans
- VIDE needs to have guidance counselors be on alert for significant behavioral changes or mental health issues, documents instances of concern and refer to appropriate support services

### **HOME EDUCATION POLICY** (12/4/2015)

“Home Education” means learning outside the public or private school environment. It involves a commitment by a parent/guardian to oversee his/her child’s educational development.

- Parents who prefer to home school their children shall file a Notice of Intent for Home Education with the Commissioner of Education at least 10 days before Home Instruction begins
- VIDE must designate representative(s) to follow through with mandates of the policy
- Every semester, VIDE must provide a list of all home education applicants to VIBE

### **CURRICULUM DEVELOPMENT AND IMPLEMENTATION POLICY**

A curriculum framework that includes examples of curriculum subject areas, concepts, and resources that will be provided in each classroom should be shared with the public

- VIDE must share curriculum offerings at each high school
- VIDE must utilize learning modules or marking periods to incorporate VI Code 17 Chapter 5 Section 41c

### **DISTANCE LEARNING POLICY** (4/21/2021)

Instruction occurring remotely because students and educators or information source are not physically present in the same location. Instruction occurs via modes that maybe synchronous (in real time for both student and teacher) or asynchronous (without real time interaction between student and teachers). Information is typically delivered online but may be use a non-web-based format if technology is not available.



- VIDE must consider and use a variety of learning modes – in school. Distance, hybrid to increase academic achievement
- VIDE notify public and community at the beginning of the school year about distance learning options and emergency plans

#### **ELECTRONIC DEVICE POLICY** (12/10/2021)

This policy gives parents and students the authorization to bring personal electronic devices to school. The use of these devices must be authorized by the school. Parents and students must follow guidelines for usage established by the VIDE

- VIDE needs to provide notification to parents/guardians
- VIDE needs to implement authorization process

#### **VALEDICTORIAN & SALUTATORIAN** (4/2/2016)

The Valedictorian and Salutatorian Policy allows students enrolled in the public school system to be eligible to be selected subject to specific criteria

- VIDE must share criteria with public and community

#### **SPORTS CONCUSSION POLICY** (3/16/2013)

Supports students' involvement in sports *with* appropriate guidelines to avoid concussions and with requirements to seek medical attention .

- VIDE must ensure all students are physically & medically able to engage in sports

#### **STUDENT DISCIPLINE POLICY** (IN PROGRESS)

VI Code Title 17 Section 21 authorizes the VIBE to prescribe general regulations and orders and in general to do anything necessary for the proper maintenance and operation of the public schools of the VI.

- VIBE must provide clarity on Student dress code
- VIBE must integrate corporal punishment bill into its policy
- VIBE must complete policy

#### **PROMOTION RETENTION POLICIES** (IN PROGRESS)

PreK – 5<sup>th</sup> grade – being revised

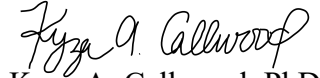
6<sup>th</sup> – 8<sup>th</sup> grade – being revised

#### **GUIDANCE FOR FILING A COMPLAINT**

If parents have issues of concern or complaints, they may file a complaint with VI Board of Education (“Board”). The complaint must be preceded by several steps beginning with the school administration, then the superintendent of the Department of Education, followed by the Commissioner of Education, and finally the Board Education’s office.

We hope that these documents and the discussion you have with all VIDE personnel regarding these policies will support academic and social emotional learning.

Warmest regards,

A handwritten signature in black ink, appearing to read "Kyza A. Callwood". The signature is fluid and cursive, with the first name "Kyza" being more prominent.

Kyza A. Callwood, PhD  
Chairman

cc: Members of the 20<sup>th</sup> VI Board of Education  
Stephanie J. Berry, PhD, VIBE Executive Director



# GOVERNMENT OF THE VIRGIN ISLANDS VIRGIN ISLANDS BOARD OF EDUCATION



**VIA EMAIL (racquel.berry@vide.vi)**

June 2, 2022

## **BOARD OFFICERS**

Kyza A. Callwood, PhD  
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Winona A. Hendricks  
**Vice-Chairman**

Shawna K. Richards  
**Secretary**

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Hon. Racquel Berry-Benjamin, Commissioner  
Virgin Islands Department of Education  
1834 Kongens Gade  
St. Thomas, VI 00802

Dear Commissioner Berry-Benjamin:

The VI Board of Education (VIBE or Board) thanks you and the Department of Education's (VIDE or Department) team for the invitation to discuss the draft "HS Transformational" plan today. As a result of the discussion, the Board remains concerned about what was presented, including the implementation of the flexible schedule formats in the absence of adequate staffing and given the short implementation turnaround time once the final plan is completed. Below is a non-exhaustive list of comments/requests regarding the presented draft.

- Given the additional offerings and other changes, how does this plan align with the new 9<sup>th</sup> - 12<sup>th</sup> grades promotion, retention, and grading systems requirements?
- Submit information on the socio-emotional programs implemented in SY 2021-2022, to include program descriptions, service provider(s), training, student data, etc. Please include programs to address the concerns listed on VIDE's slide 8 and the offerings for SY 2022-2023.
- Teacher shortages – describe with specificity the "hybrid" approach currently in place, the evaluative data collected in SY 2021-2022 and how said data guides the proposed approach for SY 2022-2023, include timeline for implementation.
- Describe with specificity the new program offerings and how (and when) they will be implemented i.e., virtual, in-person, grade levels, scheduling, impact on graduation requirements, etc.
- Promotion/Retention data – what are the recurring themes associated with the 9th grade retention rate of almost 50% and how is this data used to guide the new plan, including support services?

## **MISSION STATEMENT**

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## **VISION STATEMENT**

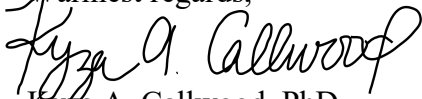
Each child is provided with the best quality education which guarantees academic excellence, promotes our history and culture, and builds strong local and global communities.

- Provide the referenced principal master plans and/or any documentation to support the proposed changes to the current block schedule, including documented feedback from principals, irrespective of whether they are in favor or opposed.
- Kindly share any documented data, research, or current practice of alternative strategies the Department has used to address root causes of low performance as shown in the slides shared.
- Assuming there are students who did not take assessments i.e., iReady and Smarter Balanced (VIDE slides 4, 5 and 6), what was done to allow those students to participate?
- How is the Department utilizing scorecards, dashboards, reports, and other analytical tools through the iReady and Smarter Balanced testing platforms to support student success?
- Student retention is an indicator of how well a school ensures academic success, and promotion/graduation. What is the current process for evaluating, coaching/mentoring, and when necessary, disciplining under-performing school personnel?
- Based on a data comparison of the maximum class enrollment vs decreasing student population, what realistic impact will this change have on improving the student proficiency data represented in the presentation?

Lastly, while we support efforts to improve the quality of public education, the Board must be one of the first stakeholders invited to the discussion table. To do otherwise is counterproductive to our common goal of supporting student achievement, ensuring safe and healthy campuses, adhering to all policies, rules and regulations, and ensuring adequately qualified school personnel within the Department. As to the latter, during today's discussion, reference was made to VIBE's certification process. The VIBE continues to improve its processes while adhering to its rules and regulations. We have implemented an online application system to streamline services and commenced revisions to our certification policy. As the audit of our certification records continues, the Department's assistance in referring the many uncertified VIDE personnel to our online certification portal would assist both agencies in ensuring certification compliance, to include the VI History requirement within the first year of employment.

We look forward to your reply and an opportunity to review the final document before implementation.

Warmest regards,



Kyza A. Callwood, PhD  
Chairman

cc: Members of the 20th VI Board of Education  
Stephanie J. Berry, PhD, VIBE Executive Director