



LICENSED CHILD CARE INSPECTION SUMMARY REPORT

Section 1. PROGRAM INFORMATION

Facility Name: The Giving Tree Early Learning Center		
Address: #200 Chalan Pale Ramon Lagu	City: Yigo	Zip code: 96929
License/Certification Status: Active	License/Certification Expiration: May 19, 2026	Phone Number: (671)969-1734

<input type="checkbox"/> New	<input type="checkbox"/> Renewal	<input type="checkbox"/> Announced	<input type="checkbox"/> Unannounced	<input type="checkbox"/> Site Visit	<input type="checkbox"/> Complaint	<input checked="" type="checkbox"/> Other Follow Up
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Inspection Date: January 13, 2025	Follow-up Inspection Date: May 30, 2025	Compliance Status: Non-Compliant
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Section 2. INSPECTION SUMMARY

Standards	Compliance Met	
§1105 Program Requirements	11	out of 11
§1106 Staff to Child Ratio	7	out of 9
§1107 Admission	23	out of 23
§1108 Material and Equipment	10	out of 10
§1109 Personnel	22	out of 26
§1112 Display of Documents	14	out of 14
§1115 Communication with Parents and Early Childhood Providers	2	out of 2
§1116 Parental Accessibility	2	out of 2

Section 3. FINDINGS SUMMARY REPORT

Inspection Summary does not include Not Applicable (NA) and Not Evaluated (NE) items.

- No school-age kids during inspection
- There were no sick children during the inspection.
- No practicum students or volunteers during the inspection.
- Facility does not provide transportation services.

Following non-compliances require a Corrective Action Plan:

- **§1109.3 and 4:** During inspection, acting Director is counted to ratio due to shortage of staff. Acting Director Rebecca Roberto is currently Level 1 base on GPPD standard rating. She is currently attending courses to meet such requirements.
- **§1106.:** Acting Director was counted in class ratio.

At this time, your facility has not been placed on a corrective action plan. A re-inspection is required at this time and will be conducted on **Friday, May 30, 2025.**



Bureau of Child Care Services (BCCS)
Child Care Validation Checklist

Name of Facility: TGT YIGD Early Learning Center
 Date of Visit: 11/13/25 Time In: 1010 Time Out: 1034
 Childcare Director: Ms Rebecca Roberto

C: Compliant NC: Non-Compliant NA: Not Applicable NE: Not Evaluated

Standards	C	NC	NA	NE	Comments
§ 1105 Program Requirements					
(§1105.1 General)					
Developmentally appropriate practices are implemented	✓				
After school care contains age-appropriate curriculum for older children				✓	
Positive relationships are promoted among children and staff	✓				
Development in the cognitive, social, emotional, language, aesthetic, physical areas are goals implemented in the curriculum	✓				
Culture, language, and developmental needs are promoted by effective teaching strategies	✓				
Formal and informal assessments on individual learning and development to ensure appropriate instruction and intervention is in place				✓	
Health, safety, and nutrition are promoted	✓				
Staff with knowledge, skills, and abilities to foster children's learning and development and support families' needs are employed	✓				
Partnerships with families to support active involvement are built	✓				
Community resources to support program goals such as health, curriculum, transitions, diversity, and inclusion are accessed	✓				
Indoor and outdoor physical environments are well-maintained and are appropriate, safe, and accessible	✓				
Policies and procedures are well-managed and promoting a system where children, families, and staff receive high quality experiences are in place	✓				
Individualized Family Service Plans or Individualized Education Programs are supported	✓				
Standards	C	NC	NA	NE	Comments
§ 1106 Staff to Child Ratio					
§ 1106.1 General					
The number of children per staff does not exceed required ratios as listed:					
Age of Child					Child/Staff Ratio
Birth to 12 months (Infant)	✓				4:1 <i>6-Kids 2 STAFF</i>



Bureau of Child Care Services (BCCS)
Child Care Validation Checklist

Name of Facility: TGT ELC YIGO

C: Compliant NC: Non-Compliant NA: Not Applicable NE: Not Evaluated

Standards	C	NC	NA	NE	Comments
13 months to 2 years (Toddler) 6:1	✓				3-1
25 months to 3 years (Toddler) 10:1		✓			14-1 SHORT STAFF
37 months to 4 years (Pre-school) 15:1	✓				6-1
4 years and up (School-Age) 20:1				✓	
Hired Staff that do not provide care and education to children shall not be counted under the staff to child ratio (i.e., cooks, maintenance, and housekeeping)	✓				
Early Childhood Directors are not counted in the child staff ratio		✓			Acting director counted gr. ratio due to shortage of staff. they had just lost a staff.
No child is left without adult supervision at all times					
Staff to child ratio shall be maintained during all hours of operation	✓				
Staff shall be within sight and sound of children at all times	✓				
Staff is not engaged in other activities while performing their regular duties, unless used for education purposes	✓				
Staff to child ratio is maintained and physically present in the same space of the children's sleeping area				✓	not napping during inspection.
Standards	C	NC	NA	NE	Comments
§ 1107.0 Admission					
§ 1107.2 Illness & Communicable Disease Control					
General health screening and inspection on each child shall be conducted daily that addresses observed changes in behavior and other signs or symptoms of illness	✓				
A designated isolation area for a child who becomes sick is identified	✓				
Adequately ventilated	✓				
Equipped with a bed, mat or cot, and materials that can be easily sanitized	✓				
Disposals contained in a closed container until it can be cleaned or disposed of properly	✓				
Staff member or available responsible adult shall stay with sick child as parents are contacted and until parents arrive				✓	no sick children during inspection.
Regulations of communicable diseases followed if symptoms of communicable diseases are observed	✓				



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Children with infectious illness or communicable disease shall not return to the childcare facility without medical authorization				✓	
Standards	C	NC	NA	NE	Comments
§ 1107.3 Immunizations					
Immunization's requirements are adhered to according to the Department's requirements.	✓				
Exemptions to immunizations for religious beliefs shall be documented and in adherence to regulations.				✓	
Exemption from immunizations for any medical reason shall be documented by a written, signed, and dated statement by a Guam licensed medical physician.				✓	
Original statements shall be kept in the child's record at the Bureau of Communicable Disease control. A copy of the certificate for medical and religious exemptions shall be included in the child's record in the facility.				✓	
Copy of immunization record shall be filed in the child's record.	✓				
Parents have 30 calendar days to obtain required immunizations	✓				
Standards	C	NC	NA	NE	Comments
§ 1107.4 Testing for Tuberculosis					
No child will be admitted without a TB skin result, which shall be on file for each child.	✓				
Obtain a certificate of TB Evaluation from DPHSS if a child has a positive TB Skin Test. The child shall be permitted entrance only after he or she is certified as non-contagious by the Department.	✓				
Standards	C	NC	NA	NE	Comments
§ 1107.5 CPR					
At least two staff providing direct care and education shall be certified in CPR	✓				
At least (1) certified staff shall be on the premises at all times children are in their care	✓				
Standards	C	NC	NA	NE	Comments
§ 1107.5 First Aid Kit					
At least (1) First Aid Kit will be on the premises of the childcare facility at all times with all required items stated in regulations	✓				
The kits shall be replenished and updated on a regular basis. Contents with elapsed expiration dates shall be discarded in a proper manner	✓				
Standards	C	NC	NA	NE	Comments
§ 1107.6 Medication					
Permission and instructions to administer medication to a child is in writing and	✓				



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prescription drugs are given only when prescribed by a licensed physician.					(Continuation) Page 3
Prescription and non-prescription medication brought by parents shall be in the original container; properly labeled; be dispensed per prescription or manufacturer's label.				✓	
Any medication administered by any staff of the childcare facility shall be documented and recorded in a medication administration log	✓				HAVE MEDICAL LOG.
Standards	C	NC	NA	NE	Comments
§ 1107.7 Food and Nutrition					
Food and Nutrition Policies and Plans. There shall be a plan for food handling, preparation and service; staffing and nutrition education or parents, staff and children	✓				- Vendor provides - WETNS gloves
Meals Prepared and/or Served on Site. Provides nutritious food which shall follow recommended USDA Food and Nutrition Guidelines and Food Guide Pyramid for Young Children	✓				↓
Meal and snack menus shall be planned, written and posted at the beginning of each week; Substitutions shall be noted on the menu	✓				
Promote an understanding of the importance of nutritious meals and snacks to parents /guardians who provide meals for their children.	✓				
Copy of a child's special diet shall be maintained in child's case file.	✓				
Food Service Children shall be supervised during mealtime and served in individual containers.				✓	not eating during inspection.
Infants shall be fed by a staff member. Propped bottles not permitted	✓				Staff was feeding child during inspection.
Heated food and bottles must be tested before feeding				✓	
Sufficient seating shall be provided for all children	✓				
Food shall not be used as a reward or punishment.				✓	not observed
Standards	C	NC	NA	NE	Comments
§ 1108.0 Materials and Equipment					
§ 1108.1 General Materials and equipment provide opportunities for: Indoor and outdoor play, exploration, expression, experimentation, and discovery	✓				



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Name of Facility: TGT ELC Y160

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Learning concepts and skills in different developmental domains	✓					
Representation of diversity of children and families.	✓					
Safe and challenging learning opportunities where problem solving is practiced	✓					
Standards	C	NC	NA	NE	Comments	
§ 1108.2 Storage Spaces						
Individual storage spaces for children's belongings are available and labeled	✓					
Storage spaces for accessible play materials and equipment are available	✓					
Storage spaces for other equipment, materials, and supplies secured and out of children's reach	✓					
Standards	C	NC	NA	NE	Comments	
§ 1108.3 Sleeping Equipment & Bedding						
Sleeping equipment is safe, sturdy, clean, age-appropriate, and available	✓					
Individual bed, cot, crib, sleeping mat, or pad, for each child who rests is available	✓					
A clean sheet or cover to be used on the sleeping equipment for each child is used	✓					
Standards	C	NC	NA	NE	Comments	
§ 1109.1 Personnel						
There shall be sufficient number of qualified staff to carry out the program of the childcare facility at all times.		✓				ACTING Director part of ratio due to staff shortage. they had lost a staff.
Childcare facilities shall develop and record policies pertaining to personnel practices	✓					
All new employee hires, including submission of clearance document(s), are reported to the Division prior to their employment					✓	none
Standards	C	NC	NA	NE	Comments	
§ 1109.2 Information on Current Staff						
The following information shall be supplied to the Division:						
Name, DOB, age, home address and telephone number.	✓					
Education transcript/ certificate	✓					
Experience	✓					
Health records	✓					
Health certificate	✓					
Police and Criminal Court Clearance	✓					
Child Abuse and Neglect Registry	✓					
Other information:					✓	



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Listing of all practicum students and/or volunteers who serve 20 hours or more per week shall be supplied to the division.				✓	no practicum students or volunteers.
CCDBG: All staff shall complete the one-time CCDF Health & Safety Orientation	✓				completed on may 2024 only (1) staff to complete name: SUBA
Standards	C	NC	NA	NE	Comments
§ 1109.3 & 1109.4 Responsibilities and Qualifications for EC Directors and Assistant Directors					
Responsibility of EC Director The Early Childhood Directors or designee, in charge of the childcare facility at all times during hours of operation		✓			acting director counted to ratio due to shortage.
Director shall not be a full-time teacher or provider		✓			
Director shall be responsible for the overall administration of childcare center's policies and procedures	✓				
Arrangements made in the temporary absence of Early Childhood Director (Early Childhood Assistant Director or a staff member at least 21 years of age and meets no less than Early Childhood Lead Provider to substitute). After one month of absence, Acting Director shall be hired.				✓	
Qualification of Early Childhood Director. The qualification is as follows:	✓				
At least 21 years of age	✓				
Education and experience	✓				
Minimum education and training for Early Childhood Director Level 3 (Early Childhood Master Provider/ Early Childhood Director).		✓			acting director is currently taking courses to meet requirements. she is currently master level 1.
Standards	C	NC	NA	NE	Comments
§ 1109.5 Requirements of Staff Members					
Educational requirements of staff as indicated in the Professional Development Plan. By 2014, 25% of early childhood providers shall meet the requirements of a Level 2 Early Childhood Lead Provider.	✓				
All staff members have a physical exam from a licensed physician indicating the individual is in good health, free from highly contagious diseases and any disability which would limit his/her ability to adequately care for children	✓				
The Early Childhood Directors/Licensees provide and make available information on workshops, seminar, training sessions or courses available to all staff members to encourage staff growth and development.	✓				



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Name of Facility: "THE GIVING TREE" ELC YIGO

C: Compliant NC: Non-Compliant NA: Not Applicable NE: Not Evaluated

Standards	C	NC	NA	NE	Comments
BCCS: Complete at least 15 annual hours of Health, Safety, or Early Childhood related training.				✓	
Volunteers and Practicum students who serve more than 20 hours have a valid Health Certificate and physical examination				✓	<i>none at this time.</i>
Licensees are responsible to ensuring staff members are free of serious emotional problems which limit their ability to care for children and that they demonstrate evidence of the ability to deal effectively with practical problems of daily living and of childcare	✓				
All staff members are of reputable and responsible character and shall not have a criminal history record, employment history or background which poses a risk to children such as: Conviction of a crime involving violence, alcohol or drug abuse, sex offense involving children and any other conviction	✓				<i>Have clearances on file.</i>
The type of criminal offense, when it occurred, and evidence of rehabilitation may be considered				✓	<i>none during inspection.</i>
Background information shows substantiated perpetrator of child abuse and neglect				✓	<i>none during inspection</i>
Staff members directly responsible for the care and education of children shall have the following minimum qualifications: Be at least 18 years of age	✓				
Complete requirements for Level 1 Initial Early Childhood Provider within 12 months of employment as indicated in the Guam's Plan for Professional Development	✓				
Staff members shall demonstrate the: Capacity to perform the duties required for the care and education of the children	✓				
Ability to respect the individual child's uniqueness and level of adjustment into the childcare facility	✓				
Ability to work positively with children, co-workers, parents and deal effectively with practical problems of daily living	✓				
§ 1112.0 Display of Documents					
The following documents are posted in a prominent and conspicuous location: License to operate	✓				



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Sanitary permit	✓					
Copy of health certificates	✓					
Daily schedule	✓					
Fire evacuation plan	✓					
Fire extinguisher signs	✓					
Earthquake preparedness procedures	✓					
Exit signs	✓					
Daily menu, if applicable	✓					vendor serve
Inspection reports of DPHSS, GFD, DPW, DLM	✓					
Grading placards by DEH	✓					
No-smoking signs	✓					
Communicable disease prevention poster	✓					
Emergency phone numbers	✓					
Other emergency procedures					✓	
Standards	C	NC	NA	NE	Comments	
§ 1114.0 Transportation Provisions						
When transportation is provided, children shall be protected as follows:						
The driver and vehicle shall be in compliance with all relevant motor vehicle and traffic laws			✓			
Staff to child ratios apply when on an excursion			✓			
Developmentally appropriate instruction on safe transportation shall be provided to the children			✓			
Restraint systems shall meet federal motor vehicle safety standards and Guam law appropriate for the age and size of each child			✓			
Children shall not be allowed in back of trucks/jeeps or open-air vehicles			✓			
Children are supervised at all times			✓			
Standards	C	NC	NA	NE	Comments	
§ 1115.0 Communication with Parents and Early Childhood Providers						
Shall communicate and maintain an open-door policy on:						
Information and instructions related to the child	✓					
Health, safety, child development or behavior of the child	✓					
Concerns are addressed immediately but no later than two (2) business days					✓	
Standards	C	NC	NA	NE	Comments	
§ 1116.1 Parental Accessibility						



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During hours of operation, parents and/or guardians have access to the childcare facility without prior notice to observe their child and operations of childcare facility	✓					Parent are allowed.
Standards	C	NC	NA	NE	Comments	
§ 1116.2 Refraining from Releasing Children to Family						
If parent or authorized person is found to be behaving in a way that impairs the person's ability to care for the child or lack suitable equipment, the childcare provider shall refrain from releasing the child to the family.	✓				✓	
Standards	C	NC	NA	NE	Comments	
§ 1117.0 Nondiscrimination						
§ 1117.1 General						
Shall not discriminate against any person on the grounds of race, color, national origin, age, sex, religion or disability in admission to, participation to, or recipient of the services and benefits of any of its programs and activities, or in employment					✓	
Shall not deny or provide for the access and accommodations of persons with disabilities in compliance with Americans with Disabilities Act of 1990 (Title 42 United States Code, Section 12101). Shall conform to Guam laws and applicable rules and regulations governing persons with disabilities and other protected groups					✓	



Bureau of Child Care Services (BCCS)
Child Care Validation Checklist

Name of Facility: TGT ELC Y160

C: Compliant NC: Non-Compliant NA: Not Applicable NE: Not Evaluated

Lead BCCS Inspector: June Bojia (Print Name) June Bojia (Signature)

BCCS Inspector: Ruth Ren (Print Name) [Signature] (Signature)

Date: 1/13/25

Corrective Action Plan (CAP) Required: [] YES [] NO [] Other

Reinspection Date/Time: Friday May 30, 2025 @

* Please note reinspection of noncompliant items will be conducted within 30 days of initial inspection date or at the discretion of the compliance officer

[] Findings noted above. Acknowledged Receipt of Report:

/s/ Rebecca Roberts (Child Care Provider (Print Name)) [Signature] (Child Care Provider (Signature))

Date: 1/13/25

[] _____ is in full compliance of the Rules and Regulations.
Child Care Center

Date Revalidated (if applicable): _____



GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



LOURDES A. LEON GUERRERO
MAGA' HAGAN GUAHAN
GOVERNOR OF GUAM

JOSHUA F. TENORIO
SEGUNDO MAGA' LAHEN GUAHAN
LT. GOVERNOR OF GUAM

THERESA C. ARRIOLA, MBA
ACTING DIRECTOR

PETERJOHN D. CAMACHO, MPH
DEPUTY DIRECTOR

TERRY G. AGUON
DEPUTY DIRECTOR

LETTER OF WARNING

January 14, 2025

Maelonie Tamondong
The Giving Tree Early Learning Center
#200 Chalan Pale Ramon Lagu
Yigo, Guam
(671)969-1734

Hafa Adai Ma'am,

[Handwritten signature] 1/24/25

This is an official **WARNING** of **NON-COMPLIANCE** with the Child Care standards required at The Giving Tree Early Learning Center.

An inspection was conducted on **January 13, 2025 from 10:10am-10:34am** at **The Giving Tree Early Learning Center #200 Chalan Pale Ramon Lagu Yigo, Guam**, by our office, the Bureau of Child Care Services (BCCS). At which time, in pursuant to Public Law 31-73, Rules and Regulations Governing Child Care Facilities and Group Child Care Homes, the following violations were observed:

§1106.1(a). **General.** The number of children per staff member shall not exceed:

Age of Child	Child:Staff Ratio	Effective Date of Compliance For Existing Child Care Facilities
Birth to 12 months	4:1	January 1, 2013
13 months to 2 years	7:1	January 1, 2013
13 months to 2 years	6:1	January 1, 2014
25 months to 3 years	10:1	January 1, 2013
37 months to 4 years	15:1	January 1, 2013
4 years and up	20:1	January 1, 2013

- Child/Staff Ratio for 25 months to 3 years (Toddler) was 14:1.

§1106.1(c). **General.** Early Childhood Directors are not counted in the child to staff ratio.

- Acting Director was counted in the ratio.

§1106.1(d). **General.** No child shall be left without adult supervision at any time. The staff to child ratio shall be maintained during all hours of operation. Staff members shall be within sight and sound of each child in the child care facility at all times. Staff members who provide direct care and education to children shall not engage in other activities while performing their regular duties, unless used for educational purposes (e.g. light housekeeping duties).

- Acting Director was counted in the ratio due to a staff resigning recently.

1109.1(a). **General.** There shall be a sufficient number of qualified staff to carry out the program of the child care facility at all times.

- Observed insufficient number of staff to carry out the program of child care facility during time of inspection. Observed a total of five (5) staff including Acting Director in child to staff ratio.

1109.3(a)(2). **Responsibilities of Early Childhood Director.** The Early Childhood Director shall not be a full-time teacher or early child provider.


- Observed Acting Director included in child to staff ratio due to staff shortage.

1109.3(b)(3). **Qualifications of Early Childhood Director.** The minimum education and training requirement for an Early Childhood Director is Level 3 Early Childhood Master Provider/Early Childhood Director as indicated in Guam's Plan for Professional Development (GPPD).

- Acting Director, Rebecca Roberto current rating is master provider Level 1. To be a qualified Director per the GPPD requirements an applicant shall meet the requirements of Master Provider Level 3 or 4.

Per your Child Care Facility Corrective Action Plan dated December 10, 2024, you requested until May 2025 to meet requirements. You have been approved to meet the requirements by May 30, 2025. If requirements are not met to be a qualified Director with Master Level 3 or 4, Licensing Officer will issue a Letter of NON-Compliance with a Corrective Action Plan (CAP) and placed on a Provisional License with the requirements to meet within six (6) months.

Please be reminded that the Child Care Licensing Rules and Regulations exist to promote and protect the well-being of children served by Child Care Facilities. Should you have any questions, please contact the BCCS Regulatory Section at 671-735-7344/7256.


Heidi J. Quinata
Chief Children's Services Administrator
BCCS - Regulatory Compliance Section