Speaker Benjamin J.F. Cruz

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Received By: Glenn

Public Notices

d) Organizational Efficiency and Development Committee

e) Accreditation Subcommittee

f) Budget & Finance Subcommittee

9) IBOGS Report

10) GFT Report

11) Mayor's Council Report

VIII. Executive Session

IX. Adjournment

Venezuela crisis looms

CARTAGENA, Colombia (The Washington Post) - Vice President Mike Pence touched down here Sunday afternoon amid a deepening crisis in neighboring Venezuela, beginning a week-long trip to South and Central America during which he plans to reinforce U.S. trade and security partnerships and increase pressure to restore democracy in Venezuela.

Pence's six-day visit to Colombia, Argentina, Chile and Panama is expected to be dominated by the turmoil in Venezuela, where President Nicolás Maduro's autocratic government seized power last month and has cracked down on dissent.

Maduro's actions have precipitated an economic collapse and drawn international condemnation, including from President Donald Trump, who on Friday warned of a "possible military option" to confront Maduro's government.

Trump's aggressive threat stoked anti-American sentiment by reviving dark memories of U.S. interventionism on the continent - including here in Colombia, whose foreign ministry denounced Trump's rhetoric, despite being one of the United States's closest allies in the Western Hemisphere.

Trump's bellicosity, which generated banner news headlines across the hemisphere because it harked back to a generation of American imperialism, is likely to color Pence's trip, experts said.

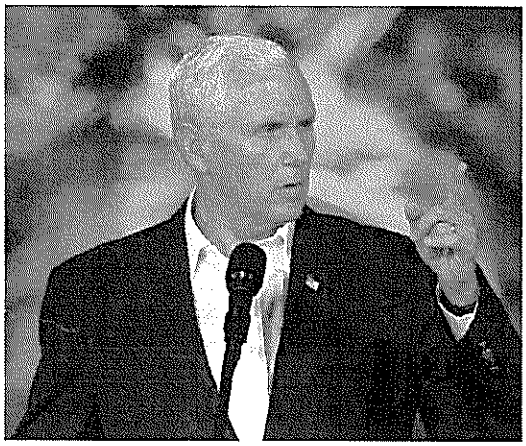
"It is one thing for the U.S. president or vice president to discuss sanctioning the regime and our support for the return of democracy," said Richard Haass, president of the Council on Foreign Relations. "It is something else to discuss U.S. intervention, which only strengthens Maduro's hand and makes it harder for other regional countries to work with us."

Pence arrived in South America hoping to reassure U.S. allies and add his voice to the coalition of nations throughout the hemisphere trying to isolate Venezuela and pressure Maduro to change course. In a watershed development, 11 Latin American countries and Canada signed a hard-hitting resolution last week that calls the Venezuelan government illegitimate and demands a return to democracy.

"Vice President Pence now needs to assure regional allies that the United States respects their diplomatic efforts and will not engage in unilateral measures that are guaranteed to be counterproductive," said David Smilde, a senior fellow at the Washington Office on Latin America and a Venezuela expert at Tulane University.

In a statement welcoming Pence to Colombia, Camilo Reyes, the country's ambassador to the United States, said, "As a peaceful and stable nation, Colombia is an even stronger economic and security partner to the United States. The bipartisan support of the United States has been fundamental to Colombian transformation."

Pence plans to spend less than 24 hours in Colombia. He will fly midday Monday to Buenos Aires, where he will meet Tuesday with Argentina's president, Mauricio Macri, and give a speech about regional trade and security partnerships to representatives of the Argentine and Latin American business community.



LATIN AMERICA: *U.S. Vice President Mike Pence speaks during a joint press conference with Colombia's President Juan Manuel Santos at the presidential guesthouse in Cartagena, Colombia, Sunday, Aug. 13, 2017. Cartagena is the first stop of Pence's weeklong trip to Latin America, that will also take him to Argentina, Chile and Panama. Fernando Vergara/AP*

US: Soldiers' deaths not by 'enemy fire'

IRBIL, Iraq (The Washington Post) – The United States military said that two American soldiers were killed during "combat operations" in northern Iraq on Sunday but that initial findings indicate the deaths were not caused by "enemy contact."

A brief statement from the U.S.-led coalition fighting the Islamic State militant group said five other soldiers were injured in the incident. The statement did not provide any further detail, except to say that the casualties were being investigated.

A separate statement released by the Islamic State on Sunday, apparently referring to the same incident, said it had carried out a rocket attack on U.S. positions east of the Iraqi city of Tal Afar that the group claimed killed four American soldiers and injured six.

Col. Ryan Dillon, a spokesman for the U.S.-led coalition in Iraq and Syria, called the Islamic State claim "false" and said the casualties on Sunday were "not because of enemy fire."

The Islamic State is increasingly on the defensive in Iraq and Syria after its defeat in the Iraqi city of Mosul and as U.S.-backed forces advance in the militant group's onetime stronghold in the Syrian city of Raqqa. American officials have touted accelerating gains against the militants in the past six months while crediting their success to policies adopted by the Trump administration, including the delegating of decision-making authority to commanders in the field.

But the Islamic State retains control of several towns in both countries that are populated by tens of thousands of civilians, and their safety has become a growing concern as the military campaign – especially coalition airstrikes – have intensified. The towns include Tal Afar, about 40 miles west of Mosul, where Iraqi troops and militiamen have been gathering ahead of what is expected to be the next major offensive in the campaign against the Islamic State.

U.S. officials have said that they expect a difficult battle in Tal Afar, where 20,000 to 40,000 civilians remain in what has been a busy hub for Islamic State leaders.

At least 6,000 U.S. troops remain in Iraq. The casualties on Sunday brought to four the number of U.S. soldiers killed this year in the country, according to the website iCasualties.org.

PETER ALEXCIS D. ADA
Chairman

GUAM EDUCATION BOARD

500 Mariner Avenue
Barrigada, Guam 96913-1608
Telephone: (671) 300-1627 • Fax: (671) 472-5001
Website: www.gdoe.net/geb

MARIA A. GUTIERREZ
Vice-Chairperson

PUBLIC NOTICE

Guam Education Board
REGULAR MONTHLY MEETING
Tuesday, August 22, 2017
6 PM
Superintendent's Conference, Building A., Tiyan

AGENDA

I. Meeting Call to Order
II. Roll Call of Members
III. Approval of Minutes
1) Minutes on July 18, 2017, Regular Board meeting
IV. Receipt of Communication and Report
1) Superintendent's Report and Communication
2) Head Start Program Director's Report
V. Unfinished Business
1) Board/Union Contract Update
2) Approval of Committee Assignments
3) Pilot Evaluation Courses
4) Renaming of J.P. Torres Alternative School
VI. New Business
1) Board Policy 115 – Committees
2) Board Policy 125.02 – Board Meeting Order of Business
3) Approval of Collective Bargaining Negotiation Team
4) NASBE Annual Conference – November 1-4, 2017
5) Bill 160-34 to convert 180 instructional days into hours
6) Bill 159-34 to raise the compulsory attendance age to 18
7) GEB response to Declaration of Financial Status Designation for June 2017
8) Committee Reports
a) Executive Committee
b) Instructional and Academic Support Committee
c) Safe and Healthy Schools Committee
d) Organizational Efficiency and Development Committee
e) Accreditation Subcommittee
f) Budget & Finance Subcommittee
8) IBOGS Report
9) GFT Report
10) Mayor's Council Report
VII. Executive Session
VIII. Adjournment

Individuals requiring special accommodations or information may contact Leilani Cruz, Administrative Officer at 300-1627 or by email: lmbcruz@gdoe.net.

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500 Mariner Avenue
Barrigada, Guam 96913-1608
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PETER ALECXIS D. ADA
Chairman

MARIA A. GUTIERREZ
Vice Chair

GUAM EDUCATION BOARD
REGULAR MONTHLY MEETING
Tuesday, July 18, 2017
6 pm
Superintendent's Conference room, Building A., Tiyan

MINUTES

VOTING MEMBERS

Peter Alecxis D. Ada, Chairman
Maria A. Gutierrez, Vice Chair
Lourdes M. Benavente
Robert A. Crisostomo
James C. Lujan
Ronald L. McNinch, PhD
Mark B. Mendiola
Lourdes B. San Nicolas

EX-OFFICIO MEMBERS

Ernie Samelo (SHS)
IBOGS Representative

Audrey P. Mandapat (SSHS)
GFT Representative

Mayor, Rudy M. Matanane
MCOG Representative

EXECUTIVE SECRETARY

Jon J.P. Fernandez
GDOE Superintendent

I. MEETING CALL TO ORDER

Mr. Peter Alecxis D. Ada, Chairman, called the meeting to order at 6:00 p.m.

II. ROLL CALL OF MEMBERS

Mr. Jon J. P. Fernandez, Superintendent and Executive Secretary, took the roll call. The following members were present for the meeting:

Voting Members:
Ada, Peter Alecxis D.- Chairman
Gutierrez, Maria A.- Vice Chair
Benavente, Lourdes M.
Crisostomo, Robert A.
Lujan, James C.
McNinch, Dr. Ronald L.
Mendiola, Mark
San Nicolas, Lourdes B.

Non-Voting Members:
Samelo, Ernie (SHS)- IBOGS Representative

Absent:
Mandapat, Audrey P. (SSHS) - GFT Representative – Excused
Matanane, Rudy M. - Yigo Mayor and MCOG education liaison-Excused

III. Announcements

Mrs. Guiterrez announced the new Islandwide Board of Governing Students (IBOGS) for School Year 2017-18: Ernie Samelo (SHS, Chair), Talysa Kakas (JFK, Vice-Chair), Bryoni Sagun (OHS, Secretary), Luke Anthony Bukikosa (GW, Public Relations Officer), Mxoe Ramos (JFK), Joyce Gayeta (SSHS), Seth Gutierrez (OHS), McEllie Garcia (SSHS) and Hannah Duenas (SHS). Garcia and Duenas were the only members who could not be present.

IV. Public Participation

Mr. Rand Coffman announced that for SY 16-17, 173 GDOE students complete credits for graduation. He mentioned that Asmuyao has developed a Student Alternative Independent Learning (S.A.I.L.) Program that is based on the University of Guam's model. He further mentioned that this model is currently being used by J.P. Torres Success Academy. He asked for a vote of encouragement from the Board toward Asmuyao becoming the central alternative school for GDOE's at-risk students. He mentioned that there is a need for a centrally located school that can assist families of at-risk Students who cannot afford Asmuyao's financial obligations. Asmuyao was awarded on June 20th by Damon Kerby, W.A.S.C. Commission Chairperson, a Six-Year Accreditation Status with a Mid-cycle One-Day visit though June 30, 2023.

Mr. Crisostomo asked if that is an automatic RFP and how would it work? Superintendent indicated that it would probably have to be part of the consolidated grant.

Deputy Superintendent Anderson announced that on June 26-29, GDOEconducted a "Safety Conference" for support staff and administrators throughout the district. The department was successful in bringing over 400 support staff and administrators to Okkodo High School to participate in the conference and receive professional and staff development opportunities focused on enhancing their skills to improve how safety is handled at the school level. Anderson recognized Terry Naputi who was the main coordinator for the conference and thanked her for her dedication. Ms. Naputi indicated that the conference was a success, and she thanked the Board, Superintendent and IBOGS who came out to assist.

The Board of Education and Superintendent recognized the IBOGS representatives for assisting in the safety conference.

V. Approval of Minutes

1) Minutes on June 27, 2017 Regular Board meeting

Ms. San Nicolas mentioned that she would like to elaborate further on page 10, line 453. She commented about the committee making a report to the Board on behalf of Head Start.

She mentioned that she met with Cathy Schroeder on July 11, 2017 and they both agreed that she would continue to report on Head Start. She further mentioned that Mrs. Schroeder is in constant communication with Region IX. Mrs. Schroeder agreed to continue doing the reporting at the Board meetings.

Ms. San Nicolas mentioned that on page 13, line 596, to add "no" in between "there's" and "duplication".

Mr. Mendiola moved, seconded by Dr. McNinch, to approve the minutes of June 27, 2017 Regular Board meeting, subject to corrections. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

VI. Receipt of Communication and Reports

1) Superintendent's Report and Communication

Dr. McNinch moved, seconded by Mr. Mendiola, to request the Superintendent to limit his report to five minutes. Mr. Mendiola indicated that the Board receives a packet that includes the Superintendent's communication and reports. If there are any questions, then the Board can submit them to the Superintendent for his response. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

RAINBOW GRADUATION – Superintendent Fernandez announced that the Rainbow Graduation will be held Tuesday, July 25, 2017, at 1 p.m. at Okkodo High School gym.

School Readiness- Superintendent Fernandez mentioned that there are 30 days to go until the first day of classes. Students report on August 17, 2017. First day for teachers will be August 11, 2017. He mentioned that they are tracking school readiness issues and visiting schools in preparation for the new school year.

The following key issues are being addressed:

1. Teacher vacancies are being filled, so GEB can anticipate the numbers falling dramatically from the 281 classroom vacancies that they are tracking. GDOE hopes to have confirmation of remaining hard-to-fill vacancies by end of next week.

2. The following facility issues are high on our radar:
   a. Simon Sanchez High School- Governor signed bills that provided funding for school repairs, and they will move those funds to support Simon Sanchez High School repairs. The IFB was due on July 7 and bids opened on July 10. The winning vendor secured the performance bond and the contract has been signed by GDOE and forwarded to AG as of today. GDOE will work with AG and Governor to expedite and finalize the contract so that work can start soon. Contractor will have 45 days to complete work, but will prioritize work on the interior of the main building to maximize classroom space for the opening of the school year.

      Mr. Crisostomo asked about delays. Superintendent Fernandez responded that right now the contract is right along the timeframe that we are anticipating based of the Legislature's action. If any delays occur, the Superintendent will appraise the board.

   b. Oceanview Middle School D wing – Contract expected this week to open seven classrooms needed. This improvement will be followed up by effort to renovate and restore the A wing.

   c. Tiyan High - GDOE will continue to work with GWA on restoring waterpressure to the Tiyan area. This is affecting the Tiyan High School gymnasium as well as the new GDOE offices.

   d. Southern High School gymnasium – Superintendent mentioned that GDOE met with the contractor to assess unit in order to bring it online for the school year. The vendor is working on a manual solution that will enable GDOE to operate the unit, and vendor will confirm feasibility later this week.

e. JFK track renovation- This project is funded with FEMA assistance and will result in the result and resurfacing of the JFK track. Contractor given 120 days to complete.

f. Food services -- Superintendent announced that, this coming school year, all elementary schools will be providing school breakfast and lunch free of charge through the Community Eligibility Program. The nine new schools include Adacao, Agana Heights, Carbullido, Chief Brodie, Harry S. Truman, Juan M. Guerrero, L.B. Johnson, Liguan, and Tamuning Elementary. In addition to all elementary schools participating in the CEP, the following secondary schools are also participants: Agueda Johnston, AsTumbo Middle, Inarajan Middle, Oceanview Middle, Benavente Middle, George Washington High, Okkodo High, Southern High, Tiyan High, and J.P. Torres. Not participating at the moment: Jose Rios, Untalan, FB Leon Guerrero, Simon Sanchez High, John F. Kennedy High. Mr. Crisostomo asked if this was because they chose not to participate. Superintendent responded that it is subject to resources being available.

g. Simon Sanchez Renovation – The IFB was advertised on July 7, 2017, and the pre-bid conference was held on July 14, 2017, including a site visit for interested bidders. Bids are tentatively due August 14, 2017.

h. Visit to US DOE -- Aug 2017 – Visit from US DOE Office of Risk Management did not take place in July 2017 as originally scheduled. GDOE plans to visit USDOE in August 2017 to meet and further the dialogue with regard to removing the special conditions and moving off of high-risk.

i. High School Survey and "YES" Survey – Superintendent Fernandez mentioned to the Board that they have copies of the summaries of the two surveys that came out at the end of the year. They're happy to discuss in a future work session, should there be further interest in the survey results.

Board Questions and Concerns:

Ms. San Nicolas indicated that SSHS should have no delay in opening if maximization of classroom space is done.

Mr. Crisostomo requested Superintendent to provide supporting documents regarding the 80 acres of Marbo property for his meeting tomorrow morning.

Chairman stated that he hopes there will be a Plan B with regard to the renovation of classrooms at Simon Sanchez.

Vice Chair Gutierrez moved, seconded by Mr. Lujan, to accept the Superintendent's Report and Communication as presented. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

2) Head Start Program Director's Report

Mrs. Schroeder reported that Head Start is applying for a $25,000 grant for their annual trip to Region IX. She apologized for the short notice since she received the notice on July 5, 2017, and it is due on Monday, July 24, 2017. She mentioned that the Policy Council has approved the grant. She further mentioned that the Policy Council minutes were provided to the Board and their signature on the joint resolution.

She also reported that they have two outstanding issues. One is the replacement of padding on the playgrounds. She mentioned that she asked for a "no cost" extension to be able to complete their contracts. Second, Head Start is looking at reorganizing some of the structure within the programs to support education. There are two positions on the staffing pattern that they have talked about and looked at the data. They would like to eliminate the PC I position and replace it with a limited term-full time teacher, and they plan to eliminate the social service III position and replace that position with a teacher to go into the classroom. This action would free two Head Start trained mentor coaches to provide direct support in teaching staff.

Mr. Lujan moved, seconded by Ms. San Nicolas, to approve the supplement grant and the extension of the funding. Chairman Ada asked Mrs. Schroeder for clarification regarding the reduction in participants because many have been going over to the pre-school and that her plan is to expand two other schools. Mrs. Schroeder responded that working with region IX, they have been looking at the seven schools that they would like to pilot for the extended hours next year. For the second year, some of the Head Start children choose to go elsewhere. This is still a discussion that she needs have with the Superintendent.

Ms. San Nicolas mentioned that the original intent of the July 11, 2017 meeting was also to discuss the request of Region IX to provide them a copy of our by-laws and constitution. She suggested to Mrs. Schroeder to provide Region IX a copy of Board's duties and responsibilities that are in 17 Guam Code Annotated and 5 Guam Code Annotated.

The Board voted by hands and approved the motion with a vote of 8-0. The motion passed. Dr. McNinch mentioned that there was a secondary request on teaching arrangments.

Dr. McNinch moved, to empower the Superintendent to work with head start to expedite those personnel changes as needed for head start. No discussion.

Mr. Mendiola commented to Superintendent Fernandez that a couple of meetings ago there was parent that testified before the Board regarding transitioning of special needs students from Head Start to elementary. He wanted to reassure that if any of our students need those services that transition does occur.

VII. Unfinished Business

1) Board/Union Control Update

Superintendent Fernandez reported that they received a copy of the letter from the AG's office, and this will be discussed during executive session.

Ms. San Nicolas moved, seconded by Mr. Mendiola, to defer this item of the budget to the executive session. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

2) Board Committees approval

Chairman Ada mentioned that, since January 2017, they have appointed a number of sub-committees to act on a temporary basis and over the past couple of months, there was a vacancy that needed to be filled and still do have a vacancy. He further mentioned that they need board approval for the continuation of these committees.

Mr. Mendiola mentioned that he just received the document when he arrived to this meeting. He expressed that he does not feel that this is ripe yet for the board to vote on because there is some discussion that needs to occur further with the committee structure.

Mr. Mendiola moved, seconded by Vice Chair Gutierrez, to table this item until the next board meeting. Mr. Crisostomo mentioned that the board has been delaying this for quite some time. Ms. San Nicolas suggested on having a work session with all members present. Mr. Mendiola asked the board for some consideration. Dr. McNinch asked as a compromise, is there a way they can provisionally approve the interim and then sort out the final details, like a pencil in for now. Mr. Mendiola suggested approving the standing committee and having further discussion on the sub-committees. Ms. Benavente mentioned that board policy 115 reads that the Guam Education Board shall through the chairman have the following Standing Committees: Executive, Instructional and Academic Support, Safe and Healthy Schools, Organizational Efficiency and Development. Ms. San Nicolas asked for clarification from Mr. Mendiola. She asked if he was suggesting that he wanted to amend his motion because his original motion was to wait until the next board meeting. The Board voted by a show of hands and approved the motion with a vote of 8-0. The motion passed.

Dr. McNinch moved, seconded by Mr. Lujan, to appoint Mr. Mark Mendiola a temporary parliamentarian during Board meetings. The Board voted by a show of hands and approved the motion with a vote of 8-0. The motion passed.

3) Pilot Pre-Kindergarten Evaluation Report

Deputy Sanchez reported that during the work session they discussed the findings during that time. He mentioned that they are ready for a transmittal to required agencies (Legislature and Governor's office). He further mentioned that at the time the only major point that the community wanted to make was to create two different formats. One format was for public and consumption because the format of the evaluation level was more technical. Dr. Natividad transmitted it back to Curriculum and Instruction, so the teachers and everyone will reformat it for the public. He added that what was provided in the board packet was a summary information sheet prepared by Dr. Natividad.

Dr. Natividad did a presentation and briefed the board on SY 2015-2016 Pilot Pre-Kindergarten Education Program Evaluation. She mentioned that GDOE Pre-K Program aims to support and enhance young children's development through a high-quality early learning experience, which swill prepare them to enter kindergarten ready to learn. To address this major goal, the Division of Curriculum & Instruction convened an Early Childhood Education (ECE) Planning Committee, which consists of representatives from the Head Start Program, Division of Curriculum & Instruction, Special Education, Elementary Schools, and the Business Office. The Committee met monthly since June 2014 to develop and plan the Pre-Kindergarten Program for implementation beginning School Year 2015-16.

Ms. San Nicolas asked if there is a comparison or relationship regarding the checklist for evaluation. Dr. Natividad responded that that they use a nationally based checklist for pre-k.

Ms. San Nicolas asked if that information is shared with the principals so that it can help the teachers and provide resources. Dr. Natividad concurred and explained that every month Eloise Sanchez has meeting with the principals to discuss the evaluation.

Ms. San Nicolas asked Dr. Natividad that as she is recommending that the program can continue, does she have a plan of action as to how to provide the support of those additional schools that are going into the pilot stage Dr. Natividad responded that they are not opening any new pilot schools yet. Based on the law, they will need to submit evaluation and then seek approval by the Legislature to appropriate more money for classrooms and teachers.

Mr. Crisostomo recommended that this motion should be accepted with the corrections because her presentation was incomplete. Ms. Benavente responded they had a work session regarding this item and it is complete. Deputy Sanchez asked Mr. Crisostomo to clarify the correction. Mr. Crisostomo commented that her presentation was incomplete in its current form.

Ms. Benavente moved, seconded by Mr. Lujan, to approve the Pilot Pre-Kindergarten Evaluation Report. The Board voted by a show of hands and approved the motion with a vote of 8-0. The motion passed.

4) Pilot Evaluation Courses

Ms. Benavente asked to table this item.

Ms. Benavente moved, seconded by Mr. Lujan, to table the pilot evaluation course on personal finance management. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

VIII. New Business

1) Deputy Superintendent of Assessment & Accountability Job Description

Superintendent Fernandez reported that he will be providing the job description in line with the organizational chart discussion that has been ongoing with the GEB. He asked that this be referred to the appropriate committee in order to for them to discuss, have a work session, and bring to the board for its approval at a future meeting.

2) GEB response to Declaration of Financial Status Designation for May 2017

Mr. Mendiola mentioned that in the packet the Board had received the Declaration of Financial Status Designations for Code-C watch for May 2017. He explained that resolution highlights the funding that has been coming into the department and some of the transfers that have been occurring regarding the operational cost.

Mr. Mendiola moved, seconded by Mr. Lujan, to approve GEB resolution 2017-11 relative to approving the corrective financial recovery plan prepared in response to the code c-watch issued by the education financial supervisory commission for the month of May 2017. The Board voted by voice and approved the motion with a vote of 8-0. The motion passed.

3) Reintroducing physical education to elementary schools

Mr. Lujan stated that he requested to put it on the agenda, but it is already apart of the curriculum policy. He believes that this issue needs to be addressed as it is not being implemented the way it was designed. He mentioned that he would like to refer this to the committee for further research. He added that there are schools that are implementing the SPARKS program, which is a health and wellness program that was adopted by Canada.

Chairman Ada responded that with Mr. Lujan's permission it will be submitted to the Instructional and Academic Support Committee and Ms. Lou Benavente.

4) Readdressing the service learning requirements

Mr. Lujan stated that he requested the service-learning requirement to be on the docket through conversations with teachers. He commented that, since they implemented that the service-learning requirement is not only difficult for the teachers, but also for students. He mentioned that the timeframe makes service-learning requirements difficult to meet because of other school related activities and school work. He indicated that he read the law of the Legislature and the policy of the Board and it does not align together. He stated that the policy from the Board made it too rigorous for the teachers and students to get involved with implementing the service-learning requirement, whereas the law's intent is to get the students to go out and volunteer for the community. He requested to further reevaluate the policy.

5) Social Promotion Policy

Mr. Crisostomo stated that he and Mr. Mendiola were approached by the Lieutenant Governor to seriously consider what they are doing with students regarding social promotion. He commented that the Lt. Governor believes that GDOE is graduating students who are not literate, who cannot get a job, and who end up having to take advantage of welfare benefits. He stated that the Lt. Governor's recommendation is to stop social promotion and teach kids and if they have to hold them back a year to get the requisite skills, then they need to do that to be successful in entering the community. He further commented that the Lt. Governor is looking at it from a law enforcement lens and a lot of the recidivism are from clients who are less educated. He mentioned that the Lt. Governor asked to look into it and believes it's worth looking into. He stated that he advocated for an exit test in 12th grade to make sure that students have the requisite skills to be productive citizens. He noticed that while in the National Guard, 90% of public school graduates could not pass the ASVAB and if they did pass it was only 1 or 2 points.

Chairman Ada mentions to Ms. Benavente that it falls into her committee also.

Mr. Mendiola stated that a survey be gi[illegible] to 12th grade students to see where the students plan to be after they graduate.

Ms. San Nicolas commented that social promotion is not at the high school level. She stated that a large percentage do not pass the entrance exam at the University of Guam in English and math. She mentioned that social promotion is at the elementary level.

Mr. Crisostomo stated that this is a long-term plan and not an immediate implementation for next year. He mentioned the data coming from Dr. Natividad's office is very valuable on how to tailor this program if it's to be successful. He recommended that they pilot schools from the north and south rather than implement it district wide.

Chairman Ada mentioned that also need to address about students who are special. They cannot ignore that population.

Ms. San Nicolas commented that Special Education students have an Individual Education Plan that dictates skills and courses they are to take.

Chairman Ada mentioned to Ms. Benavente that it falls into her committee.

6) Board Travel to Washington, DC

Superintendent Fernandez stated that he sent out a letter just to clarify the nature of the request for a Board member to attend meetings in DC. GDOE representatives will be traveling to Washington, DC, the week of August 7 or, if US DOE is not available, then the week of August 28. There will be a meeting with Risk Management. There will also be preparation for a September meeting with the US DOE staff that oversees the consolidated grant. A third meeting will focus on federal property in Yigo (the Marbo property) that US DOE is working to reconvey from GDOE back to the federal government.

Chairman Ada responded that Mr. Mendiola oversees the financial background and risk management place of nature and with the Board's permission if Mr. Mendiola would like to join the Superintendent.

Vice Chair Gutierrez mentioned that based on the letter from the Superintendent dated July 18, 2017 that states he is able to fund one board member to accompany the management team on the visit and to attend all meetings with USDOE.

Vice Chair Gutierrez moved, seconded by Mr. Lujan, to approve Mr. Mark Mendiola to accompany the Superintendent and attend the meetings with USDOE in Washington, DC. The Board voted by a show of hands and approved the motion with a vote of 8-0. The motion passed.

Mr. Lujan made a motion to move the IBOGS report up. No discussion.

IBOGS president stated that they had their first meeting July 10, 2017 and they established officers. He mentioned that they participated in the work sessions within the past few days talking about Board policies. They will meet later in the week to finalize their bylaws and activities for the upcoming school year.

Committee Reports

a) Executive Committee- None

b) Instructional and Academic Support Committee- None

I. BP 351.4

Ms. Benavente mentioned the Board Policy 351.4 will be the high school graduation requirements. She indicated that there is copy with noted changes. She stated that on Board Policy 351.4 they had to make amendments to come into compliance with the college and career readiness care act. She mentioned that it requires the department to implement one college and career ready track for all students instead of the two tracks that they have. She motioned to approve the revised Board Policy 351.4, which is the high school graduation requirement.

Ms. Benavente moved, seconded by Mr. Lujan, to approve the revised BP 351.4- High School Graduation Requirement.

Mr. Crisostomo mentioned that he was reading the CCARE Act. He mentioned that to come into compliance, CCARE starts at elementary up and putting PE back into elementary as a proposal. Ms. Benavente responded stated that they are going to work at it and look at the recommendations. Mr. Crisostomo asked what specifically are they changing to come into compliance because that is what the schools need to know in terms of whether any drastic changes in the current curriculum are needed. He stated that it's a law and they should have come into compliance years ago.

Chairman Ada responded that they still maintain the 24 credit, but there are a few movements on science, social studies and math.

Deputy Sanchez clarified it is arguable whether GDOE is in compliance or not. In discussion with Dr. Mabini, Director of the Department of Labor, part of the intent was to combine the two tracks. This has been in discussion with high school principals and high school counselors who have provided input. He stated that they have done the credit configuration, which mirrors the career track and allows for more flexibility with the courses that students take, aside from the required 18 courses they have now. He mentioned that the biggest change is that they made math a requirement for all four years because one of the challenges they had with the career track was that, when a student takes math for three years, during their fourth year in high school, they do not take math at all and they forget the skills. He stated that the challenge is making sure that the high school students during the last year of high school are able to take a fourth math credit. He commented that another concern that is brought up is that when students start with Algebra 1, Geometry, Algebra 2, then in the fourth year, students are required to Calculus. Sanchez mentioned that there was a big concern with administrators and counselors stated that students do not need Calculus to enter the university.

GDOE consulted with the Guam Community College and the University of Guam and asked for a student to pass the entrance exam what is the highest math they need to take. The response from GCC and UOG was they have to master algebra and geometry. He stated that they made algebra 1 and geometry a requirement. He further mentioned that another concern that was brought up was students who are struggling and may need additional intervention so they have allowed for a set of remedial courses like general math, pre-algebra and so on that they can take to get them ready for algebra and geometry. In their fourth year, if they choose to, they may go on to take advance mathematics or additional courses like applied mathematics, practical math, consumer math, and personal finance. He indicated that the second item that they made explicit is that every student needs to have individualized course of study. He further explained that whether the student is going to post-secondary school or to go into the workforce there has be a coherent plan in the course work that they choose. He stated that the type of model that they

discussed is creati[illegible] programs very similar to not only the GC[illegible]E courses, but also to University of Guam's.

Mr. Lujan responded that it opens the opportunity for each school environment to assess and create new forms of classes instead of the traditional classes. He explains that they should focus on math and start at middle schools.

Chairman Ada asked Deputy Sanchez if this will be for the incoming freshmen.

Deputy Sanchez responded that it will be for everybody. He explained that there is no adverse impact on any current student. He indicated that when a student has a required set of courses, the tracks are prescriptive in terms of college versus career and they could be problematic if they have to move or something was required and the student did not take that class and they have to figure out a way to catch up. He mentioned that this doesn't affect any of those students.

Chairman Ada mentioned that it will be required to take 4 years of math because currently they are only required to take 3 years of math. He asked if the incoming seniors will be told to take 1 more year of math.

Deputy Sanchez answered that the policy allows flexibility to waive certain courses, but if there is an adverse effect, they can simply not apply to a particular group. He explained that if there are enough courses for example there are 6 courses that they have to select that are free and it doesn't affect total amount of courses students have to take. He further clarified that they still have to have 24.

Chairman Ada asked if they are setting the students for failure. He commented that they are requiring that kids take algebra and geometry and some kids can't even do basic math.

Deputy Sanchez responded that they are required to pass Algebra 2 right now, but they are now requiring them to pass Algebra 1. He mentioned that the University of Guam confirmed that it is not necessary for them to master it and not necessary to do well in the college entrance exam. He explained that if they do well in algebra and geometry that will prepare them well enough to enter college mathematics. He stated that if they choose to go higher, that's up to them. He mentioned that they added support for the remedial group because some students are not ready to go into algebra.

Ms. San Nicolas asked if this will impact teaching positions and that they are only providing the flexibility. She mentioned that she knows two students who will be seniors who met all the math courses at JFK and have enrolled in the dual enrollment program. She commented that it goes beyond what the kids are being offered in high school. She mentioned that the students have the flexibility of decision making.

The Board voted by a show of hands and approved the motion with a vote of 8-0. The motion passed.

II. BP 350- Uniform, Grading, and Credit System

Ms. Benavente stated that when they had the work session, they wanted to get rid of the NC-no credit policy. Other questions were brought up about attendance and student responsibility. The curriculum committee and the Student Conduct Committee are going to review the the current student attendance policy and to ensure that both have its strength and effectiveness. She mentioned that Vice Chair Gutierrez and Deputy Anderson have said that they are ready to have a work session and get it done.

Deputy Anderson responded that they were ready to engage as early as next week if the Board is able to schedule the work session. He stated that all members of the discipline conduct committee are administrators and central office personnel.

Mr. Lujan stated that they work session last week on BP 350 regarding the credit policy. There was a big concern about kids receiving no credit. He further commented that there are 700 students a semester receiving no credit for having 11 or more unexcused absences although they have successfully passed their classes. He stated that it was important for the 700 kids receiving no credit to do away with the policy, emphasize on why they are absent, and create a better understanding and protocol to address attendance and keep it out of the grading system. It improved attendance to get people to school, but it also did a disservice to those who have 11 absences that they could not account for it because of irresponsible parents. He stated that there was no evaluation on how the policy affects students.

Ms. San Nicolas mentioned that it has been a challenge for school administrators. She mentioned that Deputy Sanchez handled a parent who wanted to appear before the Board. She commented that when parents look at the data on the report card and it shows that a student had unexcused absences for 13 days from a class and in another class, it shows 14 days. She used the example that Johnny had a passing grade in the class that he had 14 unexcused absences and a no credit for the class he had 13 unexcused absences.

Chairman Ada responded that how can a student pass PE if the student is not there. He commented that if the committee had presented tonight a comparable issue to address to absenteeism he would be in favor, but right now he cannot support it until Deputy Sanchez or Deputy Anderson will say that in 2 weeks before the school opens, there will be a policy that will address the issue then he will go for it. He stated that he is taking precautionary measures and they need to address that issue of 11 days absence.

Mr. Lujan stated that there are two issues with attendance. One is how can they address their participation if they're not there. He stated that first of all they are moving in the direction of standards based which is making a lesson plan that addresses things on a daily basis that requires the student to achieve and if they don't achieve then the grade is deducted. He stated that according to their policy if the student was not there and it is unexcused then they don't have the opportunity to make that up. He commented that because they are moving into standard based option then lesson plans are designed that every day has to have an accomplishment and if the student is not there and it's an unexcused absence then the teacher doesn't have to entertain the student, but if it is an excused absence then the teacher is obligated to attend to the student. The other thing is to move quickly to address the actual attendance policy because only here although they have this no credit in effect

nobody has done anything about it and it falls into the teacher's hands they do the necessary things-they call, they write letters, they use all kinds of communication. He mentioned that after that they resubmit the referral back to the office and still nothing gets done and the process all over again. He stated that they need to address the issue because nobody does anything about it and there's no cause and effect.

Superintendent Fernandez commented to Chairman Ada's concern. This is issue doesn't become an issue when talking about students who are failing their classes. It's only an issue when someone is passing but has more than the allowed unexcused absences. If they a failing the class because they missed a class and they did not take a test, did not engage in the lab work, or did not complete an assignment, that reflects on their grade because they weren't able to meet the academics expectation of that class.

Vice Chair Gutierrez spoke about board policy 411 on attendance and how the board amended that on September 24, 2015. There was no recommendation at the time. She further mentioned that the committee on student conduct will go back, work hand in hand with the curriculum committee, and address board policy 411. She added that she spoke to Deputy Anderson, Ms. Benavente, and Mr. Lujan to schedule a work session to work on board policy 411.

Ms. San Nicolas mentioned that there is a related issue to this and that's being worked out at the school level. She added that she's concerned about teachers giving extra credit for academic course based on the attendance of the student.

Deputy Anderson commented that before the work session takes place next week. He mentioned regarding BP 411 that aside from one of the changes which was to remove the language on "no credit" from BP 411 to BP 350. He added the other part of the change to BP 411 was to remove a lot of the operational language from that policy and bring it to the standing operating procedure. He encouraged the board members who will be attending the work session to look at SOP 1200-018 because that is where you'll see a chapter specific to truancy and attending, and a lot of the operational language relative to absences.

Mr. Lujan moved, seconded by Ms. Benavente, to approve the revised BP 350 Uniform, Grading, and Credit System. Mr. Crisostomo asked about the bigger lesson that we are trying to convey to students. If they're entering a job market, they're going to have an employer and if you miss work, you won't get paid. If absences are obitual, you'll get fired. The employer has a business to run and won't care about their excuses.

Luke Bukikosa, IBOGS PRO, mentioned that Deputy Sanchez shared with him that what they're planning on doing is making the attendance affect the student's citizenship with your employer or colleges that your applying to have the right to look at. If your citizenship is an "N" or "U" because of the attendance issues then that lowers your chances drastically of getting a job.

He commented that will teach student's a lesson because if you a low citizen grade, it lowers your chances that even a Division III college or even the lower colleges care a lot about, because you being a student at that college or you being a person who works for someone, you're carrying their image. As long as it gets across to the students that citizenship is very important, he believes they'll understand.

Chairman Ada mentioned there are some students that miss school for many reasons. He understands that the students also have a responsibility to contact the school to inform them about their situation and the school will work with them and accommodate. He hopes that students will notify their respective school before the fact and not after.

The Board voted by roll call and approved the motion with a vote of 7-1 (Yeas: M. Gutierrez, L. Benavente, R. Crisostomo, J. Lujan, R. McNinch, M. Mendiola, and L. San Nicolas. Nays: P. Ada). The motion passed.

III. High School Social Studies Honors

Ms. Benavente mentioned that, in 2010, high school social studies honors was removed. She's requesting to reinstate social studies honors in the high schools.

Ms. Benavente moved, seconded by Mr. Lujan, to reinstate the honors courses for high school social studies to allow the greater options for students who wish to take advance courses. The Board voted by roll call and approved the motion with a vote of 8-0 (Yeas: P. Ada, M. Gutierrez, L. Benavente, R. Crisostomo, J. Lujan, R. McNinch, M. Mendiola, and L. San Nicolas). The motion passed.

IV. Middle School and High School Social Studies Standards

Ms. Benavente requesting flexibility for the middle school teachers to use the high school standards.

She mentioned that the proposed action is to allow for the middle school the flexibility to use both middle and high school standards. Mr. Lujan mentioned that what the students are learning in middle school, they are learning in high school as well. By moving in the direction of aligning the curriculum, you are allowing the flexibility for the student's to engage in the lesson.

Ms. Benavente moved, seconded by Mr. Lujan, to allow the middle school social studies teachers the flexibility to utilize the high school social studies standards of their respective content areas to promote greater alignment and coherency of course expectations and content. Mr. Crisostomo asked what the high school teachers would be doing if middle school teachers used their standards. Deputy Sanchez commented that these recommendations came directly from the teachers through their efforts in the deeper learning projects and through the curriculum mapping project. When he clarified the course content throughout the course of the whole entire year for each content area, the teachers were the ones noticed redundancy and saw where the weaknesses are. He mentioned that part of the problem is the middle and high school standards are descriptive.

The Board voted by roll call and approved the motion with a vote of 8-0 (Yeas: P. Ada, M. Gutierrez, L. Benavente, R. Crisostomo, J. Lujan, R. McNinch, M. Mendiola, and L. San Nicolas). The motion passed.

c) Safe and Healthy Schools Committee – Mr. Lujan elaborated on the Superintendent's report. He talked about consolidating certain buildings, rebuilding classrooms, and leasing classrooms.

d) Organizational Efficiency and Development Committee- Vice Chair Gutierrez mentioned that a work session will be scheduled next week on the request of the Deputy Superintendent for Assessment and Accountability based on the new organizational chart. Also, she will be scheduling a work session on self-appraisal based on the modification on the contract.

e) Accreditation Subcommittee- Superintendent Fernandez mentioned that Upi Elementary School reported that they received 6-year accreditation with a mid-cycle report. He further mentioned that this is the highest accreditation result that you can receive.

f) Budget & Finance Subcommittee-Mr. Mendiola reported that they postpone their presentation on the consolidated grant until July 27, 2017. He added he would like to addressed BRIP and see what information the Superintendent Fernandez has gathered so that we can present it to the full board for discussion. He reminded the board of the meeting with Senator San Agustin regarding non-appropriated fund (NAF) on July 20, 2017. He mentioned that the GDOE management team and GEB went before the legislature in regards to 2018 budget. Once those numbers come back, we set the spending priorities.

8) IBOGS Report- Moved up in the agenda

9) GFT Report – None

10) Mayor's Council Report-None

IX. Executive Session-

The Board moved into Executive Session 9:33 p.m.

The Board at 10:25 p.m. went into Public session.

Ms. San Nicolas moved, seconded Ms. Benavente, that the negotiating team, the Department of Education, and Guam Federation of Teacher meets to discuss the letter from the Attorney General. The Board voted by roll call and approved the motion with a vote of 8-0 (Yeas: P. Ada, M. Gutierrez, L. Benavente, R. Crisostomo, J. Lujan, R. McNinch, M. Mendiola, and L. San Nicolas). The motion passed.

X. Announcements and Adjournment

Mr. Mendiola moved to adjourn the meeting at 10:26 pm.

MINUTES SUBMITTED BY:

_____ Date: _____

LEILANI M. B. CRUZ
Administrative Officer

MINUTES OF July 18, 2017 REGULAR BOARD MEETING:
( ) Approved as submitted

( ) Approved subject to corrections
( ) Other: _____

_____
PETER ALECXIS D. ADA
GEB Chairman

Date: _____

_____
JON J. P. FERNANDEZ
Executive Secretary/GDOE Superintendent

Date: _____

All Guam Department of Education students will graduate from high school prepared to pursue post-secondary education on or off-island or to assume gainful employment with the private or public sector.

Goal #1: All Guam Department of Education students will graduate from high school prepared to pursue post-secondary education on- or off-island or to assume gainful employment within the public or private sector.

School	Date	Time	Venue
J.P. Torres Success Academy	May 31, 2018	TBA	Sheraton
George Washington HS	June 01, 2018	TBA	TBA
Okkodo HS	June 03, 2018	2:00 p.m.	UOG
Tiyan HS	June 05, 2018	TBA	TBA
Simon Sanchez HS	June 07, 2018	TBA	TBA
John F. Kennedy HS	June 09, 2018	TBA	Tentative: UOG
Southern HS	June 11, 2018	TBA	TBA

Objective 1.1: By Year 2020, the GDOE will have a cohort graduation rate of at least 80%.

<table>
<tr><th>Activity/Action Item</th><th>Outcomes</th></tr>
<tr><td>DIVISION OF SPECIAL EDUCATION (SPED)
INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA)
IDEA requires that all students with disabilities, ages 16 and above that have IEPs, must have IEPs that include post-secondary transition plans. This IDEA requirement is reported annually in the State Performance Plan/Annual Performance Report (SPP/APR). Based on the August 1, 2017 School Report, Guam's performance for Indicator 13: 565 out of 654 students, ages 16 and above with IEPs, met this requirement.</td><td>Eighty-eight percent (88%)(591/671) students with IEPs, ages 16 years and above, have post-secondary transition plans outlining academic needs to reach post-secondary goals.

The status of the remaining students is as follows:
• Twelve (12) students, ages 16 and above, have IEPs that contain transition plans that met all the requirements for Indicator 13, but these IEPs are not current, and therefore, will not be included.
• Fifty-six (56) students, ages 16 and above, have IEPs that are current, but their transition plans do not meet all the required components for Indicator 13, and therefore, will not be included. A more thorough review of these files will be conducted.
• Twelve (12) students, ages 16 and above with IEPs, have IEPs that contain transition plans that do not meet the Indicator 13 requirements, and are also not current, and therefore, will not be included. (4)
<table>
<tr><th>School</th><th>Indicator 13 by School (@8.1.17)</th></tr>
<tr><td>GWHS (116/138)</td><td>84%</td></tr>
<tr><td>Guam Charter School (2/7)</td><td>29%</td></tr>
<tr><td>JFKHS (104/118)</td><td>88%</td></tr>
<tr><td>JPTAS (0/2)</td><td>0%</td></tr>
<tr><td>OHS (56/59)</td><td>95%</td></tr>
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</td></tr>
</table>

	SSHS (121/133) 97% SHS (106/128) 83% THS (78/86) 91% **(591/671) TOTAL 88%**
COMMUNITY BASED EDUCATION Indicator 13 reports Post-Secondary Transition for students with disabilities receiving Special Education services. Transition services include planning and preparing for tertiary-level education, the workforce, and/or training.	Eight (8) students are assigned to a worksite per their post-secondary goals as stipulated by their Individual Education Plan. There are six (6) identified worksites: 1. Tango Theaters – Agana 2. Tango Theaters – Micronesian Mall 3. Guam Police Department 4. AK Automotive Dealership 5. Paradise Fitness 6. Catholic Social Services
HIGH SCHOOL SCHOLARSHIP PROGRAM Superintendent of Education assigned Student Support Services Division (SSSD) to interface with high school counselors and donors for scholarship opportunities. Each high school assigns two (2) school counselors per school to participate in the development of a High School Scholarship Program. The program foundations shall include a calendar for receiving scholarship nominations and planning the dissemination of awards. The overall metric of success is 100% of scholarship nominations and a 5% increase in the number for students who apply to various military academies.	June 13, 2017: A memo was signed by Deputy Superintendent of Educational Support and Community Learning (ESCL) and sent to all members (school counselors). The memo included the approved scheduled meeting dates: September 13, November 9, 2017, and February 15, and May 10, 2018 – 9 am – 12 pm at the DSESCL Conference Room, Tiyan Building C.
SOP 1200-012: SECTION 504 PROCEDURAL MANUAL REPORTING REQUIREMENT Below shows the results of each school's annual reporting per SOP 1200-012: Section 504 Procedural Manual Reporting Requirement. Based on the SOP, all schools shall report all Section 504 cases to include: pending, active and terminated cases to SSSD 30 days before the last day of school.	See **TABLE 1.1-1** below.

TABLE 1.1-1

SCHOOLS		Total number ACTIVE cases (Completed Cases that have been submitted to SSSD)			Total number of cases that are PENDING ELIGIBILITY determination:			Total number of completed EAPs NOT yet submitted: (to include initial EAP / EAP Reviews / Terminations / file only documents.)		
		Reported Results	District Total	Total matching students	Reported Results	District Total	Total	Reported Results	District Total	Total of matching students
1	AES	0	0	0	0	0	0	0	0	0
2	AHES	0	0	0	0	0	0	0	0	0
3	AsTES	4	4	4	0	0	0	2	0	0
4	BPCES	1	1	1	0	0	0	0	0	0
5	CHBPES	1	1	1	0	0	0	1	0	0
6	CBMES	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
7	CLTES	0	0	0	0	0	0	0	0	0
8	DLPES	1	1	1	0	0	0	0	0	0
9	FES	0	0	0	0	0	0	0	0	0
10	HSTES	NO RESPONSE	1	0	Not reported	0	0		0	0
11	IES	0	0	0	0	0	0	0	0	0
12	JMGES	0	0	0	0	0	0	0	0	0
13	JQSMES	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
14	LBJES	0	0	0	0	0	0	0	0	0
15	LES	1	1	1	0	0	0	0	0	0
16	MachES	0	0	0	0	0	0	0	0	0
17	MASES	0	0	0	0	0	0	0	0	0
18	MAUES	2	2	2	0	0	0	2	0	0
19	MULES	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
20	MMMES	2	2	2	0	0	0	0	0	0
21	OCPES	NO RESPONSE	2	0	Not reported	0	0	Not reported	0	0
22	PCLES	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
23	TALES	0	0	0	0	0	0	0	0	0
24	TAMES	0	0	0	0	0	0	0	0	0
25	UES	0	0	0	0	0	0	0		
26	WES	0	0	0	0	0	0	0	0	0
27	AIJMS	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
28	AsTMS	NO RESPONSE	2	0	Not reported	0	0	Not reported	0	0
29	FBLGMS	1	1	1	0	0	0	0	0	0
30	IMS	3	3	3	1	1	1	3	1	1
31	JLGRMS	5	5	5	0	0	0	1	0	0
32	LPUMS	5	5	5	0	0	0	1	0	0
33	OMS	NO RESPONSE	0	0	Not reported	0	0	Not reported	0	0
34	VSABMS	5	8	5	0	0	0	0	0	0

35	GWHS	NO RESPONSE	4	0	0	0	0	Not reported	0	0
36	JFKHS	13	13	13	0	0	0	4	4	-3 graduated -1 withdrew
37	OHS	NO RESPONSE	4	0	0	0	0	Not reported	0	0
38	SSHS	7	7	7	0	0	0	0	0	0
39	SHS	NO RESPONSE	0	0	0	0	0	Not reported	0	0
40	THS	4	5	4	0	0	0	0	0	0
41	JPTAS	0	0	0	0	0	0	0	0	0
Grand Total		Grand Total	55	65	46	1	1	0	14	5

ISLA - AYUDANTE' PROGRAM

SUMMER SCHOOL

Two thousand six hundred fifty-four (2,654) students completed the Summer School Program (740 Elementary, 201 Middle and 1713 High Schools). The Summer School Program began on June 12, 2017 and ran for 25 days for elementary and middle ending on July 17, 2017 and 30 instructional days for high school ending on July 25, 2017.

The Summer School Program is designed to supplement instruction during the regular school year; it provides additional support to struggling students or students who need additional time working on specific skills. The High School Program is designed for credit recovery for students lacking credit to graduate with their cohort class.

The GDOE continues to provide credit recovery programs to allow students to make-up credits they may be lacking, thereby increasing district graduation rates. In addition, GDOE also provides remediation for struggling students who need additional time working on specific skills.

Rainbow Graduation was held on July 25, 2017 at Okkodo High School. A total of 100 students received their diplomas. Below is the breakdown of the number of graduates by school.

School	Number of Graduates
George Washington HS	28
John F. Kennedy HS	24
J.P. Torres	3
Okkodo HS	10
Simon Sanchez HS	19
Southern HS	6
Tiyan HS	10
Total	**100**

RESEARCH, PLANNING AND EVALUATION (RP&E) DIVISION

SY16-17 GRADUATION RATE

The cohort graduation rate for SY16-17 is 81.6%. This is an increase of 2.6% from last year's 79.0%.

This also indicates that in SY16-17, the district reached Goal 1, as stated above, i.e., "By year 2020, the GDOE will have a cohort graduation rate of at least 80%".

The graduation rate of 81.6% is an outcome of the joint efforts of the district and the high schools to keep students in school, to be more intentional in helping at risk students and providing the interventions instead of "pushing-out" students who reach the age of 18.

The reconfiguration and reconceptualization of the JP Torres Alternative School into a Success Academy also contributed to the higher number of graduates this year.

	The comparative graduation rates by high school for SY 15-16 and SY 16-17 are shown below: A | J | K | L | M High School | SY 15-16 Graduation Rate | SY 16-17 Graduation Rate | Difference | Increase/ Decrease G. Washington HS | 73.8% | 76.2% | 2.4% | + J.F. Kennedy HS | 73.8% | 78.3% | -0.1% | - Okkodo HS | 88.2% | 87.2% | -1.0% | - Simon Sanchez HS | 78.8% | 84.7% | 5.9% | + Southern HS | 79.4% | 80.9% | 1.5% | + Tiyan HS | 78.0% | 83.3% | 5.3% | + JP Torres Alternative | . | 79.7% | . | - Total >>>>>>>>>>>> | 79.4% | 81.6% | 2.2% | + The SY 16-17 Graduation Rates are shown in **ATTACHMENT 1.1-1.**
GCA TRADES ACADEMY/ALTERNATIVE CTE PROJECT Sixteen (16) students have progressed in their courses and have opted to move on to the next level of classes over the summer. Eight (8) students have moved from Core courses to Construction Craft Laborer (CCL) 1, and 8 have progressed from CCL1 to CCL2.	Students taking classes at the Trades Academy receive personalized instruction, hands-on training and credits. They can take classes at their own pace and can repeat courses until they get a passing grade, without charge. The program has been successful in at-risk student retention.

Objective 1.2: By Year 2020, at least 80% of HS students will be proficient in English Language Arts and Math as measured by the Department's State-wide Assessment.

Activity/Action Item	Outcomes
ISLA - GIHA' **DISTRICT WIDE ASSESSMENT (DWA)** **STANDARDS-BASED ASSESSMENT (SBA)** SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.
EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES TRAINING Thirty (30) public school and ten (10) private school early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers Professional Development. The training runs	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary,

August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to PreKinder through 2nd grade students, and 6th through 10th grade students.

Objective 1.3: By Year 2020, at least 80% of HS students will be proficient in Science and Social Studies as measured by the Department's State-wide Assessment.

Activity/Action Item	Outcomes
ISLA - GIHA' **DISTRICT WIDE ASSESSMENT (DWA)** **STANDARDS-BASED ASSESSMENT (SBA)** SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple

	sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to PreKinder through 2nd grade students, and 6th through 10th grade students.

Objective 1.4: By Year 2020, the percentage of public school students testing into remedial reading and math courses at the University of Guam and the Guam Community College will be less than 30%.

Activity/Action Item	Outcomes
ISLA - GIHA' DISTRICT WIDE ASSESSMENT (DWA) STANDARDS-BASED ASSESSMENT (SBA) SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.
EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES TRAINING Thirty (30) public school and ten (10) private school early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers Professional Development. The training runs August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom.

	A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to PreKinder through 2nd grade students, and 6th through 10th grade students.

Objective 1.5: By Year 2016-17 (Year 3), all graduating seniors will score a bronze or higher on the ACT Work Keys Assessment (or equivalent work readiness assessment) with at least 50% scoring Gold or higher.

Activity/Action Item	Outcomes
GCA TRADES ACADEMY/ALTERNATIVE CTE PROJECT Sixteen (16) students have progressed in their courses and have opted to move on to the next level of classes over the summer. Eight (8) students have moved from Core courses to Construction Craft Laborer (CCL) 1, and 8 have progressed from CCL1 to CCL2.	Students taking classes at the Trades Academy receive personalized instruction, hands-on training and credits. They can take classes at their own pace and can repeat courses until they get a passing grade, without charge. The program has been successful in at-risk student retention.

Objective 1.6: By School Year 2016-17 (Year 3), at least 50% of the students taking an Advanced Placement (AP) exam will receive a passing score. By SY 2019-20 (Year 6), at least 80% will receive a passing score.

Activity/Action Item	Outcomes
COLLEGE PATHWAY PROGRAM ADVANCED PLACEMENT (AP) The Project Coordinator and one (1) high school science teacher participated in the Advanced Placement (AP) Annual Conference held in Washington, DC on July 26-30, 2017.	The participants were able to network with teachers of other AP courses, AP chief readers, AP coordinators and other school leaders to learn proven effective classroom methods and technologies. They also gained new strategies for increasing equity and access to the AP Program to help expand GDOE's program.

Goal #2: All Guam Department of Education students will successfully progress from grade to grade and from one level of schooling to another in order to maximize the opportunities to successfully graduate from high school.

Activity/Action Item	Outcomes
ISLA - GIHA' DISTRICT WIDE ASSESSMENT (DWA) STANDARDS-BASED ASSESSMENT (SBA) SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.

ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor.	
EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES TRAINING Thirty (30) public school and ten (10) private school early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers professional development. The training runs August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to Pre-Kinder through 2nd grade students, and 6th through 10th grade students.
ISLA - AYUDANTE' PROGRAM **SUMMER SCHOOL** Two thousand six hundred fifty-four students completed the Summer School Program (740 Elementary, 201 Middle and 1713 High School). The Summer School Program began on June 12, 2017 and ran for 25 days for elementary and middle ending on July 17, 2017 and 30 instructional days for high school ending on July 25, 2017. The Summer School Program is designed to supplement instruction during the regular school year; it provides additional support to struggling students or students who need additional time working on specific skills. The High School Program is designed for credit recovery for students lacking credit to graduate with their cohort class.	The GDOE continues to provide credit recovery programs to allow students to make-up credits they may be lacking, thereby increasing district graduation rates. In addition, GDOE also provides remediation for struggling students who need additional time working on specific skills. Rainbow Graduation was held on July 25, 2017 at Okkodo High School. A total of 100 students received their diplomas. Below is the breakdown of the number of graduates by school.

School	Number of Graduates
George Washington	28
John F. Kennedy	24
J.P. Torres	3
Okkodo	10
Simon Sanchez	19
Southern	6
Tiyan	10
Total	**100**

CHAMORU STUDIES & SPECIAL PROJECTS DIVISION (CSSPD) **STANDARDS BASED ASSESSMENT** CSSP Division staff scanned and scored the practice tests that were administered by the following schools: • Merizo Martyrs ES • PC Lujan ES • Jose Rios MS • LP Untalan MS • Oceanview MS • Simon Sanchez HS • John F. Kennedy HS • Southern HS **PROFICIENCY TEST** Three (3) individuals took the Chamorro Language proficiency test on July 25, 2017.	CSSP Division staff members are currently reviewing the scores of each student and will use the information to make revisions to test items and choices so the test is more relevant and aligned to what is being taught. All 3 individuals passed the proficiency test. The test results are used as a requirement for employment.
GIFTED AND TALENTED EDUCATION (GATE) PROGRAM TESTING Testing for the GATE K-5 Program and Preschool Program is ongoing.	Five (5) children were tested between July 4 and August 3 for the GATE preKindergarten Program. PreK Program: 5 tested, 3 qualified
EARLY CHILDHOOD EDUCATION Pilot PreKndergarten Program Evaluation – At their regular monthly meeting on July 18, 2017, the Guam Education Board approved the Pilot PreKindergarten Program Evaluation, prepared by Dr. Zeni Natividad, the Administrator of Research, Planning & Evaluation. The Report was submitted to the Superintendent for his review and will be submitted to the Guam Legislature.	The Program Evaluation Report helps the Early Childhood Program identify & address areas of the Pilot PreKindergarten Program implementation that need improvement.
EARLY FIT! PROGRAM Initial partnership meeting with Non-Communicable Disease (NCD) organization and GDOE was held on July 12 to begin planning the Early Fit! Program for 8 targeted elementary schools. An informational meeting with the principals of the pilot schools was held on August 2.	Participating students will be knowledgeable about practices in their lifestyles that can help to improve their health and physical fitness.
GCA TRADES ACADEMY/ALTERNATIVE CTE PROJECT Sixteen (16) students have progressed in their courses and have opted to move on to the next level of classes over the Summer. Eight (8) students have moved from Core courses to Construction Craft Laborer (CCL) 1, and 8 have progressed from CCL1 to CCL2.	Students taking classes at the Trades Academy receive personalized instruction, hands-on training and credits. They can take classes at their own pace and can repeat courses until they get a passing grade, without charge. The program has been successful in at-risk student retention.

RESEARCH, PLANNING AND EVALUATION (RP&E) DIVISION **TRAINING** The results of the Year End School (YES) Survey, were initially shared by the Superintendent during the Board meeting in July. Designed with permission to use the Balanced Leadership (BL) conceptual framework developed and published by McREL, the YES questionnaire had the following BL key components and one component on school climate and safety: 1) **Focus of leadership** –leading school community in establishing rigorous and concrete goals to ensure student learning, recognizing accomplishments, establishing systems that minimize class interruptions, establishing order, advocating for the school through outreach, focus on curriculum and interventions. 2) **Purposeful community** – open communication, development of unified purpose and shared vision, seeks input from stakeholders, quality interactions among students, teachers, management, and staff. 3) **Managing change** – use of data to create new and improved systems, atmosphere of openness of expressing opinions, monitoring of the effectiveness of change or interventions, etc. 4) **Overall school climate and safety** including a sense of belongingness, safety, security within the school, a sense of knowing what is going on in the school, high quality relationships, awareness of expectations.	With a total of 12,067 completed surveys for the entire district consisting of teachers, school staff, school administrators, parents, and students, the overall results were reported by school and for each school the reports were disaggregated by category of respondents. At the district and school level, majority of the schools rated high on Focus of Leadership, low on Managing Change, and about average in the areas of Purposeful Community and Overall School Climate. The results of the YES Survey corroborates the results of the Needs Assessment Survey in the following aspects: School personnel and students were not significantly concerned about school safety. It was not an issue for them. Parents however, indicated some concern over the safety of their children in campus.

Objective 2.1: By Year 2020, at least 80% of students at each grade level will be proficient in English Language Arts, Math, Science and Social Studies as measured by the Department's State-wide summative assessment.

Activity/Action Item	Outcomes
ISLA - GIHA' **DISTRICT WIDE ASSESSMENT (DWA)** **STANDARDS-BASED ASSESSMENT (SBA)** SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor. **EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES**	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.

TRAINING Thirty (30) public schools and 10 private schools early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers professional development. The training runs August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to Pre-Kinder through 2nd grade students, and 6th through 10th grade students.
5TH ANNUAL SOIL & WATER CONSERVATION SYMPOSIUM On July 27, 28 & 31, 2017, the 5th Annual Soil & Water Conservation Symposium was held at the University of Guam's School of Business Building from 8 am – 5 pm. The three-Day training, which included approximately sixty-five (65) K-12 teachers, Chamorro teachers, Head Start teachers, provided information on implementing soil and water conservation while integrating it into the K-12 Science Content Standards and Performance Indictors.	Educators are knowledgeable and skilled in teaching to the K-12 Science Curriculum and are better prepared to implement various instructional strategies to help students increase achievement in the content area.

Objective 2.2: By Year 2020, at least 80% of students in grades K-8 will reach benchmark in Reading and Math as measured by the Department's Interim assessments.

Activity/Action Item	Outcomes
ISLA - GIHA' **DISTRICT WIDE ASSESSMENT (DWA)** **STANDARDS-BASED ASSESSMENT (SBA)** SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed.
EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES TRAINING Thirty (30) public schools and ten (10) private schools early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers professional development. The training runs August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to 2 elementary schools. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to Pre-Kinder through 2nd grade students, and 6th through 10th grade students.

Objective 2.3 By Year 2020, at least 80% of students will be receiving a passing semester grade in Reading, Language Arts, Math, Science and Social Studies. (Used as an indicator for earned credit in secondary schools, not necessarily achievement)

Activity/Action Item	Outcomes
ISLA - GIHA' **DISTRICT WIDE ASSESSMENT (DWA)** **STANDARDS-BASED ASSESSMENT (SBA)** SBA answer document files for SY 2016-17 have been uploaded to the drop box for the vendor to compile and score. Expected time of completion has not been determined as of now. ACT Aspire Answer documents were shipped to the vendor for scoring since June. We are currently awaiting the results of the test from the vendor. **EARLY CHILDHOOD EDUCATION LITERACY STRATEGIES TRAINING** Thirty (30) public schools and 10 private schools early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers professional development. The training runs August 2, 3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	Schools will be able to utilize DWA data to identify areas of strengths and need for students and will be able to drive instruction to maintain proficiency and apply interventions where needed. Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency, phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL Program has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period.	Purchase orders were cut for 85 iPads, 1 mobile cart, 2 access points, and 12 ink cartridges. The iPads will be distributed to two (2) elementary schools. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas. The participants had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. A new grant is being written for Striving Readers. The grant application is due on August 7 and the focus is more on providing support in literacy and writing to Pre-Kinder through 2nd grade students, and 6th through 10th grade students.
5th ANNUAL SOIL & WATER CONSERVATION SYMPOSIUM On July 27, 28 & 31, 2017, the 5th Annual Soil & Water Conservation Symposium was held at the University of Guam's School of Business Building from 8 am – 5 pm. The three-Day training, which included approximately sixty-five (65) K-12 teachers, Chamorro teachers, Head	Educators are knowledgeable and skilled in teaching to the K-12 Science Curriculum and are better prepared to implement various instructional strategies to help students increase achievement in the content area.

Start teachers, provided information on implementing soil and water conservation while integrating it into the K-12 Science Content Standards and Performance Indictors.	
EDFACTS DATA REPORTING The EDFacts & Common Core of Data (CCD) Coordinator gathered and submitted the federally mandated education-related data pertaining to non-fiscal, non-Individuals with Disabilities Education Act (IDEA), are uploaded in the US Department of Education's electronic data repository known as the EDFacts Submission System (ESS). Supplemental funds from the federal government support and strengthen local efforts to acquire additional resources needed to focus and sustain educational programs and interventions aimed to achieve Goal #2. The timely submission of federally mandated data reports to the US Department of Education helps to rationalize provision of federal funds. Depending on the required data report for submission, relevant information are gathered, with the district as data source. Data are then subjected to verification and certification by the concerned division, after which file construction and uploading are done. Submission is through the ESS, an electronic data repository for all education-related data used for planning, policymaking, management and budget decision-making to improve outcomes for students.	Continuing the current round of USEd-required Guam data submissions for SY2016-17, three (3) files were electronically transmitted to the ED*Facts* Submission System (ESS) in June 2017: *C059 (Staff FTE)* • SEA level; • LEA level; and • School-level.

Goal #3: All Guam Department of Education instructional personnel will meet high standards for qualifications and ongoing professional development and will be held accountable for all assigned responsibilities.

Objective 3.1 By School Year 2015-16 (Year 2), 100% of GDOE Instructional Personnel will be participating in an annual professional development program appropriate to their job duties designed to enhance their current skills as well as to provide opportunities for growth.

Activity/Action Item	Outcomes
ISLA: GIHA' **EARLY CHILDHOOD EDUCATION (ECE)** **LITERACY STRATEGIES TRAINING** Thirty (30) public school and 10 private school early childhood education teachers are receiving training on effective literacy strategies. It is a Trainer of Trainers professional development. The training runs August 2,	Forty (40) early childhood educators will have more knowledge and skills to assist students in building a foundation for literacy in the primary grades. They will develop strategies and activities that build the basic reading elements: vocabulary, fluency,

3, 4, 31 and September 1, 2017 and will continue with a follow up session in the Spring 2018.	phonemic awareness, phonics and comprehension. These educators will also be able to train colleagues at their respective school on these strategies.
PROFESSIONAL DEVELOPMENT On July 24-28, 2017, the four (4) PreKindergarten and Preschool Instructional Aides took part in a five-day training covering the following topics: Family Child Care Fundamental; CACFP Meal Pattern Training; Introduction to Happy Mealtimes in Child Care; Food Safety in Child Care; Healthy Me! The Preschooler's Guide to Nutrition & Wellness; and Norovirus in Child Care.	PreKindergarten Instructional Aides will have increased knowledge in the area of Food and Nutrition for Young Children and will be able to assist with lessons on these topics and promote good practices with the students.
ON CALL SUBSTITUTE / TEACHER ASSISTANT TRAINING Pursuant to Public Law 30-54, a total of **336** individuals attended the On Call Substitute/ Teacher Assistant Training. This training is required prior to being placed in the classroom. Training focused on Title IX specifically on role as TAs/OCS when dealing with students, Sexual Harassment, Bullying, Religion in School and Reporting. Training was held on July 11, 12, & 13, 2017. Training will continue to ensure that all returning OCS and TAs are trained prior to being processed.	Guam Department of Education will have on call substitutes that are aware of the policies dealing with students and have some strategies they can implement such as teaching and classroom management strategies.
TERRITORIES AND FREE ASSOCIATED STATES EDUCTIONAL GRANT (TFASEG) **PACIFIC EDUCATIONAL CONFERENCE** One elementary school principal and an instructional coach attended the Pacific Educational Conference in Palau on July 17 – 20, 2017.	The GDOE will have teacher leaders, instructional coaches and teachers who are able to practice effective teaching strategies that will encourage better communication and interaction between teachers, students and other stakeholders, and as a result, will increase student achievement and learning.
STRIVING READERS COMPREHENSIVE LITERACY (SRCL) PROGRAM The SRCL has officially closed out on July 31, 2017. All funds have been encumbered and we are currently in the liquidation period. Three (3) teachers and one (1) program personnel took part in the 2017 ISTE Conference in San Antonio, Texas.	The participants of the Conference had the opportunity to experience multiple sessions that focused on STEM, coding, use of interactive whiteboards, and many others that incorporate the use of technology in the classroom. These teachers will utilize these strategies to effectuate a positive change in student achievement.
5TH ANNUAL SOIL & WATER CONSERVATION SYMPOSIUM On July 27, 28 & 31, 2017, the 5th Annual Soil & Water Conservation Symposium was held at the University of Guam's School of Business Building from 8 am – 5 pm. The three-Day training, which included approximately sixty-five (65) K-12 teachers, Chamorro teachers, Head Start teachers, provided information on implementing soil and water conservation while integrating it into the	Educators are knowledgeable and skilled in teaching to the K-12 Science Curriculum and are better prepared to implement various instructional strategies to help students increase achievement in the content area.

K-12 Science Content Standards and Performance Indictors.	
TEACHER OF THE YEAR (TOY) PROGRAM The DSESCL is the TOY Coordinator and has approved for the Guam TOYs (past and present) to work with the Mentorship Program. The goal is to provide a platform for GDOE TOYs to collaborate and provide professional development opportunities for teachers.	August 1, 2017: The TOY Committee is scheduled to meet to prepare for training for newly hired teachers scheduled on August 10, 2017 at UOG. The committee is comprised of the TOY Committee Members, Mentorship Program, and SSSD.
PHYSICAL FITNESS QUALIFICATION TEST (PFQT) PEACE OFFICERS STANDARD AND TRAINING (POST) REQUIREMENT School Attendance Officers (SAOs) are sworn in Peace Officers, classified as Special Deputy Marshals. Special Deputy Marshals are Category 2 Peace Officers by law; therefore, they must abide by the PFQT required by POST. SAOs have been utilizing the Worksite Wellness Program as their opportunity to condition themselves to meet the standards. Personnel Services Division is currently working on a Standard Operating Procedure for the physical fitness requirements.	July 26, 2017: SSSD Administrator, AO Supervisor, and nine (9) SAOs for PFQT and POST met at GWHS Track and Field. **TABLE 3.1-1 IS** a chart of the SAO's and Attendance Officer Supervisor's standings.

TABLE 3.1-1 - PHYSICAL FITNESS QUALIFICATION TEST (PFQT) PEACE OFFICERS STANDARD AND TRAINING (POST) STANDINGS

Name	Weight	Category	Run (1 mile)		Pass/ Fail	Push-ups (1 min)		Pass/ Fail	Sit-ups (1 mile)		Pass/Fail
Christopher Anderson	225.6	Male 50-59 M-4	13:05	10:10	Pass	15	33	Pass	28	30	Pass
Sauna Santos	136.2	Female 40-49 F-3	14:35	13:38	Pass	11	4	Fail	24	14	Fail
John San Nicolas MEDICAL PROFILE	297.2	Male 50-59 M-4W	15:50	19:08	Fail	15	MP*	MP*	28	MP*	MP*
Frances Arriola	196.6	Female 60+ F-5	17:58	17:08	Pass	7	28	FAIL	11	15	FAIL
Sherry Sanchez	168	Female 40-49 F-3	14:35	11:00 *Only completed 2 laps	Fail	11	25	FAIL	24	29	Pass
Nadine Calvo	214.8	Female 30-39 F-2	13:33	16:24	Fail	14	20	Pass	29	25	Fail
Geraldine Tajalle	197.4	Female 40-49 F-3	14:35	16:35	Fail	11	11	Pass	24	23	Fail
John Meno	259.2	Male 30-39 M-2	11:12	13:14	Fail	27	30	Fail	39	12	Fail
Ryan Aguigui	181.4	Male 30-39 M-2	11:12	12:00	Fail	27	52	Pass	39	43	Pass
Vicente Chargualaf MEDICAL PROFILE	16:07	Male 60+ M-SW	16:07	10:52	Pass	14	MP*	MP*	22	36	Pass
Brandy Martinez		Male 18-30	10:52	A/L**	A/L**	33	A/L**	A/L**	42	A/	A/L

	Annual Leave**		M-1								L**	**
	Cera Taguacta MEDICAL PROFILE	185	Female 18-30 F-1W	16:29	MP*	MP*	18	MP*	MP*	38	MP*	MP*

DISCIPLINE AND ATTENDANCE TEAM (DATEAM) TRAINING

Each month, SSSD personnel facilitate continuous support and updates and foster accurate data inputting into PowerSchool. Each school has a team consisting of three (3) school-level personnel who represent their respective schools; a school administrator assigned to Discipline, school personnel assigned to input incident reporting, discipline, and truancy and one alternate from each school.

DATeam Training		
DATE	**NUMBER TRAINED by %**	**Evaluation Results**
7/25/17	87.8% (36 of 41 schools)	Excellent

The next monthly training is scheduled for August 26-27, 2017 from 1:30 – 4:00 pm. All training material and sign-in sheets can be viewed at: *https://sites.google.com/a/gdoe.net/studentsupportservices/home/district-links/disicipline-and-truancy-team*

Objective 3.2 By School Year 2016-17 (Year 3), 100% of GDOE Instructional Personnel will be evaluated through an instrument appropriate to their job duties that allows for both a formative and summative evaluation of their performance.

Activity/Action Item	Outcomes
STUDENT PARENT COMMUNITY ENGAGEMENT (SPCE) Referrals completed for the month on (attendance, behavior, interpreter/translator, medical, parent conference, registration and support services.	34 Referrals completed.
CONDUCT PROGRAM/STUDENT INVOLVEMENT ACTIVITIES Conduct Program/Student Involvement Activities to empower students/parents to be productive and successful and provide Staff Development trainings for other GDOE personnel and Professional Development sessions.	• **7/26/17:** Program personnel conducted a program presentation during the LPUMS 6th grade A-L Student/Parent Orientation. (46 students/46 parents). • **7/27/17:** Program personnel conducted a program presentation during the LPUMS 6th grade M-Z Student/Parent Orientation (82 students/82 parents). • **7/29/17:** SPCE organized the 3rd Annual GDOE Fair at the Agana Shopping Center. Forty department programs and services were showcased including sampling from Sodexo and Payless Supermarkets Back to School Fundraising Promotion. (96 parent participants). • **8/1/17:** Program personnel conducted a program presentation during the THS Student/Parent 9th grade Orientation (103 students/103 parents). • **8/1 – 3/17:** PBIS Coaches took an active lead in the three-day Annual Bus Driver Training held at OHS. An estimated 150 DPW bus drivers and 15 DOE SPED drivers will be in attendance brushing up on skills to support

	working with the public school students.
Program personnel participated in community /partner meeting or other additional projects	• **7/17 – 7/21/17:** Three program personnel (1 Project Director, 1 Social Worker and 1 Community Program Aide) attended the 2017 Pacific Educational Conference in Koror, Palau. Personnel conducted two (2) Program presentations on the three components of SPCE. Personnel also attended five (5) breakout sessions focusing on parent involvement and cultural sustainability. Training to the remaining program personnel will occur during the August of September Program monthly meeting. • **7/26 – 8/3/17:** Program personnel conducted outreaches in villages throughout the island (Gil Breeze, Dededo Mayor's Office, Northern & Southern DPHSS, Yigo Payless, Yona Basketball Court, Latte Plantation and Tamuning (behind the former Ben Franklin) providing registration, orientation, uniform and program information. Additional outreaches in other locations will continue through next week.
DIVISION OF SPECIAL EDUCATION Special Education Emotional Disabilities Program personnel conducted Safe Crisis Management (SCM) training on July 18-28, 2017 at Okkodo High School.	Two Hundred (200) aides completed the training.
School Program Consultant and Consulting Resource Teacher-Technical Assistants conducted training on Disability Awareness on July 18-28, 2017 at Chief Brodie Elementary School and John F. Kennedy High School.	Two Hundred (200) aides attended the training.
Special Education Emotional Disabilities Program personnel conducted Emotional Disability Awareness training on July 18-28, 2017 at Chief Brodie Elementary School and John F. Kennedy High School.	Two Hundred (200) aides completed the training and evaluation.
Off Island Consultant David F. Bateman, Ph.D. conducted a "Special Education Update for Principals" on July 26-28, 2017 at Dusit Thani Guam Resort.	One Hundred Twenty Four (124) participants attended of which eighty-one (81) were administrators. The remaining were a parent, CRT-TA's, CRT's, IEPC's and CMO representatives.

Objective 3.3 By School Year 2017-18 (Year 4), 100% of GDOE Instructional Personnel will rate satisfactory or better as rated on their respective evaluation tool.

Activity/Action Item	Outcomes
GDOE INSTRUCTIONAL PERSONNEL EVALUATIONS In order to receive an increment, an employee must	In the month of July 2017, school administrators and

receive a satisfactory rating or better using the current evaluation tool.	teachers received the following evaluations:

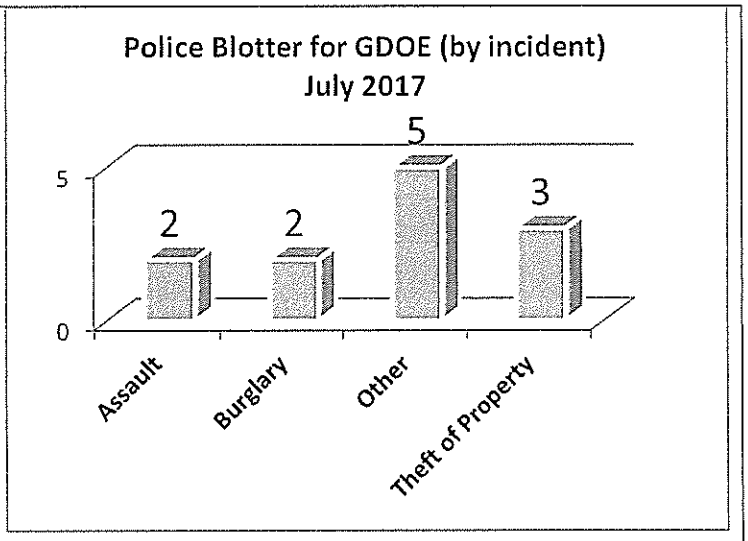
Rating	Count	Percent
School Administrators		
Highly Effective	0	0.00%
Effective	2	100.00%
Emerging/Satisfactory	0	0.00%
Increment Denied	0	0.00%
Total	2	100.00%
		Teachers
Highly Effective	21	22.34%
Effective	67	71.28%
Emerging/Satisfactory	5	5.32%
Increment Denied	1	1.06%
Total	94	100.00%

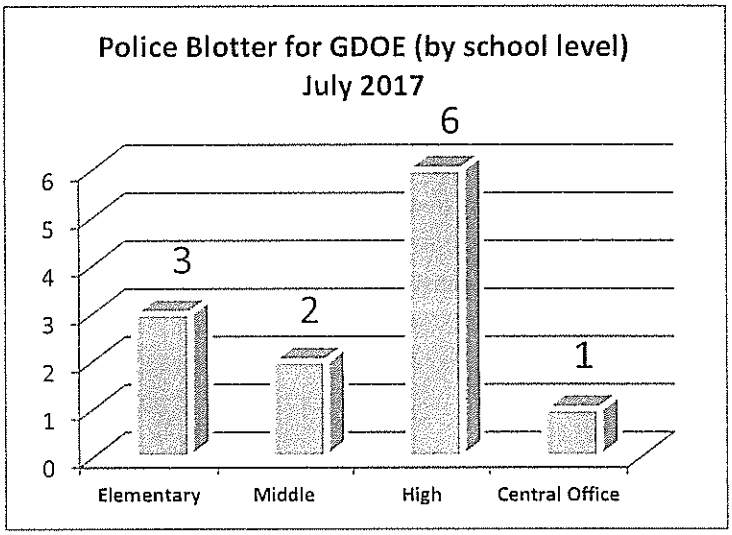
Goal #4: All members of the Guam Department of Education Community will establish and sustain a safe, positive and supportive environment.

Activity/Action Item	Outcomes
CHAMORRO STUDIES & SPECIAL PROJECTS DIVISION CHAMORRO LANGUAGE COMMISSION REPRESENTATION (CSSPD) Pursuant to 5 GCA Chapter 88 §88103, the CSSPD Administrator and SPC will represent GDOE Chamorro Studies Division in the Chamorro Language Commission. A meeting was held on July 10, 2017.	The Guam Department of Education, through the representation by the CSSPD Administrator and School Program Consultant, will help in standardizing the Chamorro Language in its written form.
SCHOOL ATTENDANCE OFFICERS (SAO) SUPPORT The SAO scope of services continues to evolve in the area of law enforcement and safety. Based on senior management guidance, SAOs are utilized to provide force protection to the schools and district-wide initiatives as first responders.	The following force protection or support was provided to schools and district-wide initiatives: • July 18, 2017: Two (2) SAOs provided protection and support at the Guam Education Board meeting held at the Superintendent's Conference Room, Building A. SAOs participated in the following outreach events: • July 26, 2017: Outreach event with Student Parent Community Engagement (SPCE) at Zero Down. The teams passed out flyers regarding updated information SY 2017 – 2018 and information on truancy. Three (3) SAOs participated in the event. • July 29, 2017: Attendance Officer Supervisor and six (6) SAOs provided information on truancy during the GDOE Fair.
WESTCARE PACIFIC ISLANDS Provides programs and services to those most in need – veterans, persons with mental illness, homeless, youth	• July 10, 13, and 17, 2017: District Psychologist attended and participated in meetings to discuss a grant

at risk, etc. GDOE continues to partner with WestCare in providing services to the student population. The partnership includes support to WestCare regarding grant opportunities, taskforce, and committees.	application that is being led by WestCare. The grant comes from the Office of Minority Health regarding identifying young adults with Serious Emotional Illness (SMI) with primary health providers. There were representatives from UOG, GCC, GDOE, GBHWC, DPHSS, and Judiciary of Guam. GDOE's involvement would be referring adolescents in transition to young adulthood to clinics or hospitals who can be diagnosed by a primary health provider. The grant will provide training for primary health providers to include nurses and counselors utilizing an evidence based assessment tool. • July 27, 2017: GDOE submitted a Letter of Support to WestCare for the grant opportunity.
TRAUMA-FOCUSED - COGNITIVE BEHAVIORAL THERAPY CONSULTATIONS AND COACHING SESSIONS The training was facilitated and sponsored by I Famaguon-ta. The District Psychologist and two (2) Clinical Interns participated in the training utilizing a specialized model working with students that have experienced trauma.	• July 27, 2017: Training was held at the I Famaguon-ta Office from 9 – 11 am. There were a total of eight (8) participants from GDOE, Judiciary of Guam, and GBHWC.
JUVENILE JUSTICE COMPREHENSIVE COMMUNITY SUPERVISION GDOE participates in the Task Force, who works to promote and increase collaboration among agencies and officials who work in probation, pretrial, law enforcement, and correction fields; develops and implement strategies for identification, supervision, and treatment of high risk/needs youth; assess and/or evaluate evidenced-based supervision and treatment strategies; and demonstrate the use of evidence-based practices and principles to improve the delivery of community supervision strategies and practices.	The following force protection or support was provided to schools and district-wide initiatives: • July 18, 2017: Two (2) SAOs provided protection and support at the Guam Education Board meeting held at the Superintendent's Conference Room, Building A. SAOs participated in the following outreach events: • July 26, 2017: Outreach event with S Student Parent Community Engagement (SPCE) at Zero Down. The teams passed out flyers regarding updated information SY 2017 – 2018 and information on truancy. Three (3) SAOs participated in the event. • July 29, 2017: Attendance Officer Supervisor and six (6) SAOs provided information on truancy during the GDOE Fair.
POLICE BLOTTER A review of the police reports for the month of July shows that of the 12 reports made to the Guam Police Department by GDOE, 8 reports (67%) have come from our secondary schools (both middle and high schools combined, inclusive of JPTSA). The top three (3) reported incidents were: Theft of Property (3 reports), Assault (2 reports), and Burglary (2 reports). Other incidents reported for the month of July included one (1) report each of Beyond Control, Criminal Mischief/Establishment, Damaged Property, Forgery,	See tables below.

and Harassment.





MOBILE RESPONSE AND STABILIZATION SERVICES SYSTEM (MRSS)

MRSS delivers Mobile Response Services to youth experiencing escalating emotional symptoms, behaviors or traumatic circumstances which have compromised or impacted the youth's ability to function at their baseline within their family, living situation, school and/or community environments. The team is made-up of members from GDOE, Guam Fire Department, Guam Police Department, Judiciary of Guam, GBHWC, Guam Department of Integrated Services for Individuals with Disabilities, Department of Youth Affairs, and the University of Guam.

July 13, 2017: District Psychologist attended the subcommittee on Policy and Procedure. The subcommittee focused on developing the policy for Mobile Response and Stabilization Services System. There were seven (7) participants that included Guam Fire Department from 911, GBHWC - I Care, and the Judiciary of Guam that was held at the Guam Board of Education Conference Room in Tiyan.

Objective 4.1: By SY 2016-17 (Year 3), all schools will have a discipline rate of 15% or less.

Activity/Action Item	Outcomes
FIRE WATCH PROGRAM	Schools are required to implement a Fire Watch Program when their Fire Alarm System is not fully operational – this means schools' status is "partial" or "inoperable." This requirement ensures full compliance of the law and code outlined by the Guam Fire Department. This program consists of school personnel being trained on the requirements and the actual implementation of the program. The program ensures that a school personnel conduct a fire watch every hour on the hour. **TABLE 4.1-1** below provides the status for each school. Check mark in the Fire Watch Log column indicates that the SAOs verified the log to ensure the school is in compliance.

TABLE 4.1-1 – Fire watch Status

SCHOOL	FIRE ALARMS			
	Fully Operable	Partially Operable	Inoperable	Fire Watch Log
Elementary Schools				
Adacao ES	✓			
Agana Heights ES			✓	✓
Astumbo ES			✓	✓
C.L. Taitano ES	✓			
Carbullido ES	✓			✓
Chief Brodie ES			✓	✓
D.L. Perez ES			✓	✓
Finegayen ES		✓		✓
H.S. Truman ES			✓	✓
Inarajan ES			✓	✓
J.M. Guerrero ES			✓	✓
J.Q. San Miguel ES	✓			
L.B. Johnson ES			✓	✓
Liguan ES	✓			
M.A. Ulloa ES			✓	✓
M.U. Lujan ES			✓	✓
Machananao ES		✓		✓
Marcial Sablan ES			✓	✓
Merizo ES	✓			
Ordot Chalan Pago ES	✓			
P.C. Lujan ES			✓	✓
Price ES			✓	✓
Talofofo ES			✓	✓
Tamuning ES	✓			
Upi ES			✓	✓
Wettengel ES		✓		✓

	Middle Schools				
	Agueda Johnston MS			✓	✓
	Astumbo MS	✓			
	F.B. Leon Guerrero MS			✓	✓
	Inarajan MS			✓	✓
	Jose Rios MS	✓			
	L.P. Untalan MS			✓	✓
	Oceanview MS	✓			
	Vicente Benavente MS		✓		✓
	High Schools				
	George Washington HS			✓	✓
	Simon Sanchez HS		✓		✓
	John F. Kennedy HS			✓	✓
	Okkodo HS	✓			
	Southern HS		✓		✓
	Tiyan HS	✓			✓
	J.P. Torres Alternative			✓	✓
	Total	**13**	**6**	**22**	**30**

STUDENT CONDUCT MONTHLY REPORT

Student Support Services Division (SSSD) compiles data on discipline and truancy monthly. All schools are required to ensure that data inputted into PowerSchool is accurate at the integrity rate of 95%. The data is compiled and analyzed by RP&E and the District Psychologist. A report is generated and posted on SSSD weblink, *https://sites.google.com/a/gdoe.net/studentsupportservices/home/district-discipline-report* for public consummation.

Data Integrity Rates

- Discipline Data: 99.82%
- Truancy Non-Compulsory Data: 98.17%
- Unexcused Absences for Compulsory Students Data: 59.26%

Top five (5) behavior for the year based on the Annual District Student Conduct Report for SY 2016 – 2017

- Skipping
- Dress Code Violations
- Defiance/Disrespect
- Insubordination
- Tobacco
- Physical Aggression

DISCIPLINE STUDENT CONDUCT COMMITTEE (DSC2)

Discipline Student Conduct Committee (DSC2) The DSC2 is a committee comprised of school administrators for elementary, middle, and high school. Their responsibility is to review protocols, procedures, and policies relative to student conduct and safety. The committee meets monthly.

July 28, 2017: Based on the newly revised and adopted BP 350, the GEB called a work session with the DSC2 to review and possibly revise BP 411 and SOP 1200-018. Another work session will be scheduled to continue the discussion.

Objective 4.2: By SY2015-16 (Year 2), all schools and related services will have a perception survey that measures stakeholders' perception of the extent to which they are safe, positive and supportive.

Activity/Action Item	Outcomes
CONSULTATION AND SERVICES FOR DISTRICT PSYCHOLOGIST The consultations and services continue to increase rapidly based on behavioral issues and concerns from School Counselors and Administrators for the District Psychologist. **TABLE 4.2-1** is designed to demonstrate the work load output of the two (2) District Psychologist in the areas of referrals for behavioral observations, testing, consultations, individual counseling, home visits, 504 (staffing, consultation, review of EAP) and crisis response/ incident debriefing at the schools. The table provides YTD breakdown by month.	Individual and family counseling services are offered during the summer break by conducting home visits, office visits, and on school site visits. During this reporting period a total of nine (9) students were provided services. Please refer to the above table for services provided.

TABLE 4.2-1

MONTH 2016 – 2017	REFERRALS	OBSERVATIONS	PSYCHOMETRIC TESTING	SBBH									SECTION 504		
				CONSULTATION	ASSESSMENT	TESTING	CLINICAL SUPERVISION	INDIVIDUAL THERAPY	GROUP (SUBSTANCE ABUSE)	FAMILY THERAPY	HOME VISITS	CRITICAL INCIDENT DEBRIEFING	CONSULTATIONS	STAFFING	ASSESSMENT/ TESTING
AUG	5	4	0	27	0	0	0	7	0	0	2	0	0	0	0
SEPT	9	6	3	35	0	0	12	7	13	0	2	1	9	2	0
OCT	13	13	2	44	0	6	4	3	13	0	4	2	11	1	0
NOV	15	15	2	52	4	2	2	7	0	0	4	2	8	2	0
DEC	10	6	5	67	10	5	24	15	0	12	9	0	10	3	3
JAN	15	3	3	88	28	5	24	20	10	16	20	5	10	8	10
FEB	18	4	0	91	51	0	24	18	51*	15	18	0	9	2	2
MAR	4	1	0	98	40	0	4	0	107*	0	15	56	12	4	0
APR	1	0	0	55	6	0	1	12	312*	8	1	11	0	0	0
MAY	0	3	0	85	0	0	5	15	130*	25	4	102	2	0	0
JUN	1	0	0	6	0	0	0	7	0	0	0	0	6	6	0
JULY	0	0	0	16	5	0	0	3	0	2	9	0	0	0	0
TOTALS	91	55	15	664	144	18	100	114	636	78	88	179	77	28	15

*The number reflects the total # of students and sessions for the month.

SOP 1200-018: STUDENT CONDUCT PROCEDURAL MANUAL

Based on Chapter One of the SOP, each school shall participate in completing the School Safety Survey (SSS) and the Self-Assessment Survey (SAS) as a tool to measure Risk Factors and Protective Factors, and to provide a guide for an action plan, respectively. Additionally, Chapter One states that each survey requires the participation of at

The June weekly meetings were completed with PBIS District Consultant, SSSD Personnel, and PBIS Coaches. The focus of the meeting was to discuss and prepare for the annual upcoming DPW and SPED Bus Driver Training on August 1-3, 2017 from 8 am-3 pm.

least 80% of the employees and that the results be submitted to the DSC2. A memorandum signed by the DSESCL, dated February 9, 2017 indicated that all schools shall complete the two (2) surveys during the entire month of April.	SSSD PBIS Consultant continues to work with the PBIS Program personnel to complete work on the fidelity tracking.

Objective 4.3: By SY 2016-17 (Year 3), all schools and related services will rate at least satisfactory on their respective stakeholder perception survey.

Activity/Action Item	Outcomes
DISPUTES for school year 2016-2017 **DISPUTES VERIFICATION**	**DISPUTES for school year 2016-2017** **COMPLAINTS** – As August 5, 2017 no additional complaints have been filed. **MEDIATIONS** – As of August 5, 2017 no additional mediations have been filed. **DUE PROCESS HEARINGS** - As August 5, 2017 no additional request for due process hearing have been filed: Due process case #2017-08 was filed on June 29, 2017 (George Washington High School). This is the same case (Due process case #2017-04) previously filed on March 29, 2017 regarding *Transition and serious regression of developmental abilities in the areas of behavior, academics, speech, language and social skills over the past 1.5 to 2 years.* Status: Scheduling of resolution meeting is still pending. Legal Counsel will be meeting with GW administrator, Assistant Superintendent of Special Education and service providers to prepare for resolution meeting. Additionally, the CMO will be meeting with IEP team to ensure that special education and related services are implemented at the beginning of the school year. **Disputes Verification** **COMPLAINTS** **DUE PROCESS HEARINGS –** **Case #2016-02 (Agana Heights Elem)** **Status regarding implementation of Hearing Officer order:** 1. IEP meeting convened on December 6, 2016, within specified timeline, but not completed. IEP meeting completed on March 28, 2017. 2. The Division is in the process of procuring the services of an independent evaluator to conduct

ONSITE VERIFICATION OFFSITE VERIFICATION	physical therapy (PT) assessment. Request for proposal is still pending. 3. Compensatory services for PT is pending completion of PT independent evaluation. Status: Pending procurement of PT evaluator. Student will be starting middle school on August 17, 2017. The CMO and Legal Counsel will be staffing with the IEP team to ensure that each of the student's teacher and related service provider is informed of his/her responsibility in implementing the IEP. **ONSITE VERIFICATION** **Finegayan Elementary School** Status: The school corrected all child specific noncompliance, completed required TA/Training, and addressed Area of Concern, but is pending subsequent correction through new files in the following areas: review of existing data, prior written notice, required members, and reporting progress on annual goals. The CMO is unable to verify whether the school is able to demonstrate correct implementation of pending areas through new files because there is no subsequent data since last reporting period on June 12, 2017. **Next verification: October 30, 2017.** One year timeline: **August 8, 2017.** **OFFSITE VERIFICATION** **Part C Early Intervention** Status: The CMO conducted a verification on July 20, 2017. The Program failed to demonstrate correct implementation of compliance requirements for early intervention and timely services through subsequent files within the one year timeline. One year timeline: July 22, 2017. **Next verification: November 1, 2017.**

Objective 4.4: All schools and divisions will meet the requirements of all regulatory agencies for a safe environment.

Activity/Action Item	Outcomes
WORK ORDERS The MUNIS System contains a work order module that enables schools and divisions to submit work orders to the Facilities and Maintenance Division.	During the month of July 2017, there were 707 new work orders, 24 work orders cancelled / rejected, and 650 completed work orders leaving 1,621 work orders open at the end of the month. The following disciplines had the largest number of open

	work orders at the end of July: **Discipline** / **Open Work Orders** Carpentry 632 Air Conditioning (HVAC) 505 Supply 103 See **ATTACHMENT 4.4-1** for a summary of work orders by Category. The following schools had the largest number of open work orders at the end of July: **Discipline** / **Open Work Orders** George Washington High 109 FB Leon Guerrero Middle 92 JM Guerrero Elementary 90 See **ATTACHMENT 4.4-2** for a summary of work orders by Location.
ELEVATORS Maintenance is working with a private contractor to ensure all elevators are working and permitted as is financially feasible.	Permits were issued in June for the following elevators: • Tamuning Elementary • Finegayan Elementary • Simon Sanchez High • George Washington High • Inarajan Middle • Harry S Truman Elementary • Southern High Auditorium • Jose Rios Middle The Southern High elevators in Building 1000 and Building 5000 are undergoing repairs.
TIYAN HEADQUARTERS The Tiyan Headquarters was scheduled to finish in March 2017. Water pressure in Tiyan is an issue and may delay occupancy of the new building. CoreTech is working with GWA to try to resolve. The building should be available for occupancy in August 2017 if the water pressure issues are resolved and permits issued.	CoreTech has decided to move forward with the construction of the two (2) new warehouses instead of waiting for the amendment which would authorize the substitution for the three existing warehouses due to the length of time it has taken. GDOE working with CoreTech on design. Construction of the new parking lot within Tiyan High completed with work ongoing on entrance/exit gate. All new office furnishings have been assembled. Air handling units, fire pump, and generator are complete and operational. To address the water pressure issue affecting the Fire

	Suppression System, CoreTech proposing to install a 75,000 water tank to supply Tiyan High and Central Offices. Recent discussions with GWA indicate that the water pressure in Tiyan may improve shortly once water tank cleared of contaminants and brought back on line.
$100 MILLION CIP BOND Public Laws 32-120 and 32-121 authorize the financing, design, renovation, and construction for thirty-six (36) GDOE schools as outlined In the Army Corps of Engineering assessment. Additionally, provisions for collateral equipment, maintenance and insurance are included. Department of Public Works (DPW), Guam Economic Development Authority (GEDA), the Office of Attorney General and the Office of the Governor have been working with GDOE on this procurement effort.	The Legislature on June 7, 2017, overrode the Governor's veto of Bill 58-34. This will require that the procurement related to construction of Simon Sanchez use the Invitation for Bid process instead of the Request for Proposal process. The bill also separates the construction of SSHS from the repair and maintenance of other GDOE schools. IFB 730-5-1057-L-YIG Lease Financing for Design, Renovation, Rehabilitation, Construction and Maintenance of Simon Sanchez High School was advertised on July 7, 2017. A pre-bid conference was held on July 14, 2017. Responses to questions from interested bidders will be issued on August 9, 2017. Bids are due on August 14, 2017.
SUMMER PROJECTS Two (2) bills were recently passed to appropriate funding to for the renovation of SSHS to address immediate safety concerns and classroom needs in hopes of preventing double sessions for SSHS students. While the bills were discussed in session, the Legislature sent the bills back to committee. Separately, the Governor has identified $1.49 million in Compact Impact funds to be used towards the repairs needed at SSHS as well as various other schools. GDOE is working with BBMR on the funding.	IFB 025-2017 Design Build Simon Sanchez High School Repair Project was issued on June 22 and was due June 30. Contract is with Governor for signature. Bascom Inc. was selected to assist with the repair and renovation of Oceanview Middle School D Wing. The project was 30% complete at the end of July and is estimated to be completed by August 15, 2017. Encapsulation of asbestos tiles at George Washington High School is scheduled to begin on August 3 and be completed by August 12, 2017.
DOI ABC (ASSESSMENT OF BUILDINGS AND CLASSROOMS) The Governor signed a Memorandum of Understanding (MOU) with the US Department of Interior (DOI) Office of Insular Affairs (OIA) to move forward with Phase III of the DOI ABC. The US Army Corp is working with OIA to manage this project. The Army Corp has contracted with a number of firms to assist. One of the firms, HHF Planners, is working closely with GDOE and has staff embedded in the CIP office. Two (2) years of funding were received by BBMR. The Authorizations to Proceed were issued on February 24, 2016 and April 12, 2016. Funding will be provided as	A contract was issued to the Poly Phase for a fire alarm, sprinkler, intercom and School Bell System at Southern High School. The notice to proceed was issued on November 2, 2016. Change order issued for sprinkler ceiling repair and leak repair on fire risers in Building 6000. At the end of July 2017, the project was 95% complete. IFB 005-2017 Walkway Canopy Structural Repair for Southern High School was issued on January 26, 2017. Due date for bids was extended to March 1, 2017. Notice to Proceed was issued on July 20, 2017. The completion date is estimated to be November 16, 2017. RFP 009-2017 was issued on April 20, 2017 for Engineering

invoices are submitted to BBMR. We expect to receive the third year of funding in the near future. Schools which are 45 years or older must have regulatory agencies approve work contained on the proposed project lists as part of the National Environmental Protection Act (NEPA) process. Letters to the regulatory agencies were distributed on January 27, 2017. Proposed projects will be stalled if approvals are not received timely. A meeting was held with the Guam State Historic Preservation Officer and it is anticipated that projects can proceed with limited monitoring. The DOI manager and Army Corp manager are planning trips in August to Guam and will be reviewing progress.	and Architectural Services. Proposals were due on May 4, 2017. The contract is being circulated for signature. Once this contract is signed, the firm will design canopies and the canopy design will be included in the IFB for canopy replacements at various schools. Request for quotes for canopy repair at Price Elementary was successful and a purchase order was recently issued on this small purchase. Additionally, work is being procured to relocate and enclose an air handling unit at Price; the purchase order was in process at the end of July. A purchase order for electrical repairs at Upi Elementary School and Jose Rios Middle School is also in process.
FEMA FUNDING Approval for funding was received for three projects to repair damages due to Typhoon Halong. The CIP Division is working on developing the IFBs for these projects.	The projects include limited canopy repair at LBJES and WES. Additionally, repairs of the JFKHS track will be funded. Approximately $276 thousand has been identified to fund the projects. GDOE must prefund the projects and then request reimbursement. GDOE can add additional canopy or track work as funds allow. IFB 006-2017 for repair of JFKHS track issued on March 7, 2017 and closed on March 15, 2017. Contractor selected. Notice to proceed issued July 18, 2017. At the end of July, the project was 10% complete. Estimated completion date is November 14, 2017. The work on canopies will be combined with DOI funded projects; awaiting approval from DOI's project manager to move forward. Because of the delays, we have asked FEMA to extend project timelines. Additionally, in February GDOE submitted an application for storm shutter installation at a number of schools as well as work on the Untalan Middle School ponding basin.
SOLAR PROJECTS PL 32-095 allows GDOE to enter into purchasing agreements for solar energy. While GDOE may work with its leased schools on these projects, GSA has been charged with the procurement related to non-leased schools.	The Office of Attorney General (AG) provided a response and suggested revisions to the agreement between GEFF and GDOE to put solar panels at Adacao and Liguan Elementary, Astumbo Middle, and Okkodo High. GEFF has reviewed the comments and offered revisions. GDOE is currently reviewing those revisions. Additionally, the OAG has asked

Doc. No. 34GL-17-0903.

	for GDOE to get feedback on the agreement from subject matter experts; GPA and UOG have agreed to assist. GDOE received feedback from GPA and UOG. GEFF has updated the proposed agreement to address identified. The new proposal is currently under review and should be submitted to the AG in August. Proposal by Capful for solar panels at JFKHS is stalled due to funding. GSA has indicated they do not plan to move forward on the procurement of solar facilities for the non-leased schools.
HEAD START PROJECTS Head Start Program received grant funding to replace protective surfaces at the various Head Start playgrounds. Additional funding was set aside to construct a bathroom at Finegayan ES and mitigate flooding at DL Perez ES.	IFB 004-2017 Protective Play Surface Replacement for Various Head Start Program Playground Systems was issued on January 26, 2017. Site visits were conducted on February 1, 2017 and bids were due on February 21, 2017. Bids were reviewed on February 28, 2017. The Notice to Proceed was issued to J&B Modern Tech on July 18, 2017. The estimated completion date is November 14, 2017. A purchase order was issued for the projects at Finegayan and DL Perez Elementary Schools. These projects are scheduled to be completed by August 12, 2017 and were 90% complete at the end of July.
LIMITED GAMING FUNDS Limited Gaming Funds can be used to repair sports related facilities in GDOE.	IFB 27-2017 was issued on July 28, 2017 to repair track and field lighting at GWHS and JFKHS.
USDA 2014 ART METHOD II IMPLEMENTATION GRANT The ART Grant will provide the Guam State Agency with a State-wide automated web-based system that will assist all districts with processing meal applications, student eligibility, verification process, direct certification, meal claims and reimbursement.	The State Agency continues to hold weekly teleconference meetings with awarded vendor, Primero Edge – CyberSoft. Primero Edge provides technical support to configure GDOE's district-wide student system in order to carry out activities described above. The State Agency is currently conducting testing (User Acceptance Testing-UAT) for one of the modules (Student Eligibility) of the CNP Statewide System. Full implementation/"Go-Live" for the largest district, GDOE, to commence upon completion of testing phase. The State Agency will be requesting for a no-cost extension, of 3 months, for the 2014 ART Method II Implementation Grant. Extending the grant closing date to December 31, 2017 will provide the State Agency and CNP Statewide System

Doc. No. 34GL-17-0903.

	Contractor adequate time ensure proper implementation of the CNP Statewide System. The State Agency met with USDA FNS for a technical assistance and evaluation meeting of the ART Grant on July 28, 2017. USDA FNS requested the State Agency provide presentations at the 2017 Child Nutrition Access & Accountability through Technology (CNAAT) training in September 2017. Additionally, recommendations and technical assistance regarding grants management were provided.
INSTITUTION OF CHILD NUTRITION TRAINING Institution of Child Nutrition (ICN) provided training from July 24-27, 2017 at Okkodo High School.	GDOE, Sodexo, Department of Youth Affairs, Department of Defense personnel attended this four (4) day training. Additionally, attendees from the CNMI and Palau were present. Training was broken up into specific tracks such as food services personnel and those managing the various USDA meal programs. Topics included over this four day training included meal patterns, food allergies, healthy cuisine, and food safety.
2017 ANNUAL CHILD NUTRITION PROGRAM TRAINING Training was provided to Principals, school lunch clerks and alternate school lunch clerks on July 31, August 1, and August 4, 2017.	On July 31, 2017 training on the Community Eligibility Program (CEP) was held at the Tiyan High School Cafeteria. On August 1, 2017 training was held for non-CEP schools, i.e., traditional school program in the ESCL Conference Room. On August 4, 2017, training was held for all schools in the Tiyan High Cafeteria. Training was held on the processing of school meal applications, meal counting and claiming, verification, reporting deadlines, menu / meal pattern requirements, offer versus serve, identifying reimbursable meals, point of sale, the Community Eligibility Program, and civil rights.
CHILD AND ADULT CARE PROGRAM (CACFP) New meal pattern requirement implementation.	New meal pattern notification by CACFP issued and to be implemented by October 2017. Training conducted during the week long training July 24-27, 2017. New meal pattern chart disseminated to all program participants by August 8, 2017. Note that approved school menus are available on the GDOE website.

FRESH FRUIT AND VEGETABLE PROGRAM (FFVP) To assist schools with encouraging healthy eating habits, the USDA Fresh Fruit and Vegetable Program provides schools with fresh fruits and vegetables to all enrolled students throughout the school year and during the school day. Schools that apply and have the highest free/reduced priced student eligibility percentage will receive the awards.	State Agency providing on-going technical assistance to ensure that the FFVP snack menu for August and September are compliant with USDA regulations. JQ San Miguel and Ordot-Chalan Pago Elementary Schools will continue implementation in August and until September 30, 2017.
NATIONAL SCHOOL LUNCH PROGRAM (NSLP) EQUIPMENT GRANT NSLP equipment grant funds awarded shall be used to improve the nutrition, quality and safety of school meals, and to incorporate smarter lunchroom techniques to assist schools in providing nutrition education and to help increase daily participation.	FY 2017 Equipment Grant FNS 529 submitted to WRO for approval. Total grant amount award $32,515. Applications to be disseminated to all districts upon approval.
FEDERAL PROGRAMS DIVISION (FPD) The State Agency provides the Guidance to all Federally Funded Program Recipients regarding Civil Rights and the Non-Discriminatory Statement. **US-ED GRANTS** • Title V-A Consolidated Grant, • Territories & Freely Associated States Education Grant (T&FASEG) discretionary, • Striving Readers Comprehensive Leadership (SCRL) discretionary	Marzano Research, the organization that serves as the external evaluator for the Western Educational Equity Assistance Center (WEEAC). Is conducting an evaluation feedback on the technical assistance, professional development, and survey data collection services the WEEAC provided to the Guam Department of Education over the 2016-17 schoolyear. Teleconference canceled until further notice.

Goal #5: All GDOE operations activities will maximize the critical uses of limited resources and meet high standards of accountability.

Activity/Action Item	Outcomes
CHAMORRO STUDIES AND SPECIAL PROJECTS DIVISION (CSSPD) **GDOE JOB FAIR** The Chamorro Studies Division participated in the annual GDOE Fair on July 29, 2017. CSSPD displayed all learning materials and staff members were available to answer all inquiries.	Chamorro Studies Division continues to do outreach to the community to provide more awareness of the Program in hopes of increasing the number of recruitments. Many individuals inquired about testing and other requirements to become a Chamoru language teacher.
PACIFIC EDUCATIONAL CONFERENCE Chamorro Studies and Special Projects Administrator and	The presentation consisted of:

School Program Consultant presented at the Pacific Educational Conference held in Palau, July 17-21, 2017 and attended other Conference sessions.	• Short film on "Maisa the Chamoru Girl Who Saved Guahan". The film featured two (2) beloved classic Chamoru stories. • Teaching of the content standards. The audience was informed the project was created to help promote, perpetuate, and revitalize the use of Chamoru language, and to teach about Chamoru values, culture, and traditions.
TEXTBOOKS The office of Curriculum & Instructional Improvement has commenced the process of loading textbook inventory for all schools into the newly acquired BookTracks Textbook Automation System. The District Textbook Coordinator has scheduled school site visits for each school to provide technical assistance in this process. The district is continues to cross-level textbook and materials between schools. Annual Textbook Training on SOP and Board Policies took place on July 27-28, 2017 at JFKHS Media Center. A total of 61 school site Textbook Coordinators attended the training and were informed for changes to procedures.	The district will have an automated system in place to track textbooks for purposes of annual inventory, cross-leveling, lost & damaged books, and for procurement. A total of three (3) additional schools have started the cataloging process as follows: • Upi ES • FBLG MS • Agana Height ES Excess textbooks in schools can be cross-leveled between other public schools and private/non-profit school partners. Annual training provides school site personnel updated and current information on policies and procedures.
LEARNING RESOURCE CENTER (LRC) On February 1993, the Teacher Center (LRC) was established by Governor Joseph Ada via Executive Order 93-03. At this time, LRC revenue is derived only through its NAF. It does not receive a supply budget from GDOE. The LRC exists to help supplement teachers with their instructional supplies. Upon becoming an LRC member, eligible members are allowed $120 of free supplies and copy services ($20 per quarter & summer) for the year. The LRC collects its revenue from lamination, copy services, registration fees, and paper items for sale. This revenue is used to purchase paper supplies, which are given to eligible members, free of charge. One of the LRC's goals is to increase its membership every month. Since 2015, the LRC has implemented a recruiting program in which those members who recruit a new member will receive a $5 bonus in additional supplies. This recruiting program has been tracked since its inception and is a great incentive, as well as a great success. Some teachers have recruited at least 4	The department maximizes resources by providing teachers with access to resources that supplement classroom instruction. Please see **TABLE 5-1** below.

members.

Although most teachers are still on vacation, the LRC generated almost $900 in sales revenue for the month of July, an increase of about $600 from June. Most of this revenue is from lamination, which many teachers depend on. Only at the LRC can teachers find 26 colors of butcher paper, at the cheapest prices on-island. They also greatly value the cheapest laminating price anywhere.

We had an additional 11 new members for July.

TABLE 5-1 - LRC Services /Usage – July 3, 2017 to August 1, 2017

Purpose	Elem	Middle	High	District	Other (Private/ Home-School/UOG/GCC)	TOTAL
Lamination	24	3	3	1	1	32
Paper	60	26	10	5	0	101
Copies	3	3	1	4	0	11
Die-Cuts	12	8	2	6	2	30
Computer	0	2	0	0	0	2
Registration	5	3	1	0	2	11
Clearance	3	6	3	4	N/A	16
TOTAL	107	51	20	20	5	203

Objective 5.1: By SY2015-16 (Year 2), complete a thorough assessment of all financial and administrative functions and develop a management indicator system to regularly rate the overall effectiveness and efficiency of the department's management's practices.

Activity/Action Item	Outcomes
GDOE STAFFING Attached is report for schools and divisions at July 31, 2017, **ATTACHMENT 5.1-1**. Besides the 41 schools, Head Start and Special Education are included as part of the school staffing count.	At July 31, 2017, there were 3,233 filled positions and 289 vacant positions for a total of 3,522 positions (these totals do not include substitute teachers):

Positions	Federal	Local	Total
Filled Positions			
School Based	702	2,231	2,933
Division Based	82	218	300
Total Filled	784	2,449	3,233
Vacant Positions			

School Based	58	167	225
Division Based	38	26	64
Total Vacant	96	193	289
			Total Positions
School Based	760	2,398	3,158
Division Based	120	244	364
Grand Total	880	2,642	3,522

Based on a student enrollment of 30,758, there are 9.78 students per position based on filled school based positions.

NEW HIRES

ATTACHMENT 5.1-2 contains a report of the 8 new hires for the month of July 2017. There were:

Description	Local	Federal	Total
Limited Term Part Time	0	1	1
Full time	7	0	7
Total New Hires	7	1	8

In the month of July 2017, the following positions were filled:

Position	Local	Federal	Total
Clerk	1		1
Cooks Assistant	3		3
Payroll Supervisor	1		1
School Aide	2		2
Teacher		1	1
Total	7	1	8

TEACHER VACANCIES

ATTACHMENT 5.1-3 is a summary of teacher vacancies as of July 31, 2017.

We continue to process teacher applicants and substitute teaches to cover vacancies and teacher absences. Teachers are also being asked to cover during their prep periods. Additionally, non-classroom teachers are being tasked to cover classes as needed.

There are a total of 153 teacher vacancies at July 31, 2017:

Elementary	66
Secondary	75
Special Programs	12
Total	153

For the 153 vacancies, the Human Resource Division is processing a number of applicants:

Total Vacancies	153
Referral in Process	62
Applicant Recommended; pending approval or acceptance	31
Balance Pending	60

DRUG TESTS

Applicants are required to be tested for drugs prior to hiring. Additionally, coaches and volunteers are similarly required to take drug tests.

During the month of July 2017, the following were drug tested:

	<table><tr><th>Type</th><th>Count</th></tr><tr><td>Pre-employment</td><td>89</td></tr><tr><td>Volunteer</td><td>0</td></tr><tr><td>Coach</td><td>10</td></tr><tr><td>Total</td><td>99</td></tr></table> One result came back positive.
FIXED ASSETS INVENTORY The annual Fixed Asset inventory commenced on January 9, 2017 and was completed on May 12, 2017. The inventory encompassed 87 sites and approximately 22,000 assets.	During the month of July, the Property Management Office (PMO) collaborated with the TPFA to produce the 2017 Physical Inventory Report. See **ATTACHMENT 5.1-4** for an evaluation of schools and divisions.
OPERATION BALLE GASGAS III During the month of July, PMO began to accept Reports of Surveys from schools in preparation of Balle Gasgas III. The Property Office worked with Facilities & Maintenance to schedule pick-ups.	In July, the following assets were picked up for disposal: <table><tr><td>Description</td><td>Amount</td></tr><tr><td>Student Desks</td><td>221</td></tr><tr><td>Desks & Tables</td><td>48</td></tr><tr><td>Chairs</td><td>277</td></tr></table> Additionally surveyed textbooks were picked up from the following schools: <table><tr><td>School</td><td>Amount</td></tr><tr><td>Simon Sanchez High</td><td>2 pallets</td></tr><tr><td>FB Leon Guerrero Middle</td><td>2 pallets</td></tr><tr><td>VSA Benavente Middle</td><td>3 pallets</td></tr></table>
SURVEYED PROPERTY GSA has closed their yard as it is filled to capacity.	PMO validated 15 new Reports of Survey for Balle Gasgas.
TPFA UPDATE Attached is Alvarez & Marsal's report for the month ended July 15, 2017, **ATTACHMENT 5.1-5**. Note that the Alvarez & Marsal contract expired in October 2016. RFP 005-2016 was issued to solicit proposals for third party fiduciary and funds management services for all USDOE grants. The procurement process is currently ongoing. In the meantime, a contract extension was issued for a year with the current vendor.	TPFA continues to monitor the fixed assets, work on payroll reimbursements and process USDOE grant related invoices. TPFA reports that $25.9 million or 29.40% of USDOE grants funds remain available as of July 19, 2017.
FY17 FINANCIAL STATEMENTS Please see **ATTACHMENT 5.1-6** for the Revenues, Expenditures, and Encumbrances Statement as of July 31, 2017 and the Report of Local Expenditures and Encumbrances Classified by the 14 Points in the Adequate Education Act.	At July 31, 2017 GDOE spent $175.9 million and encumbered $5.7 million of its FY17 local appropriations. BBMR released $192.4 million and DOA provided $178.1 million in cash; these amounts do not include funds to Charter Schools. The largest category of expenditures and encumbrances as classified by the Adequate Education Act is *Certified Teachers*, $95.6 million. The second largest category is *180 Instructional Days* at $41.9 million.

<table>
<tr><td></td><td>At the end of July, reimbursements for USDOE grant expenditures in the amount of $1.75 million were outstanding. This is down from the average $4 million outstanding due to changes in the reimbursement process.</td></tr>
<tr><td>FY18 BUDGET
The FY18 Budget Call was issued on September 30, 2016. Additionally, the FY18 Budget Guidelines were updated and, on October 13, 2016, were circulated to schools and divisions.

Public hearings were held from October 18 through October 31, 2016 to obtain input from stakeholders. Additionally, an electronic survey was made available on the GDOE website.

School Administrators and Division Heads presented their budget requests to the GDOE Management Team in November 2016 and to the GEB in December 2016. Additional review by the GEB was conducted in January 2017.

At a special meeting on January 30, 2017, the GEB approved Resolution 2017-001, formally adopting the FY18 Budget.

Senator San Agustin held a town hall meeting on Wednesday, April 12, 2017 to discuss the 2018 Budget as well as other financial and operational matters.

The GDOE Legislative Budget Hearing was held on June 9, 2017.

In late July, Speaker B.J. Cruz introduced Bill 22-34 An Act Making Appropriations of the Executive, Legislative, and Judicial Branches of the Government of Guam.</td><td>Bill 22-34 proposes a biennial budget to address FY18 & FY19:
<table><tr><td>FY17 PL33-185</td><td>$240,867,771</td></tr><tr><td>FY18 GEB Approved</td><td>$323,927,066</td></tr><tr><td>FY18 Bill 22-34</td><td>$245,281,257</td></tr><tr><td>FY19 Bill 22-34</td><td>$247,118,724</td></tr></table>Compared to the FY17 Budget, Bill 22-34 appropriates $4,413,486 more than FY17 and includes:
• $1.3 million increase in the Child Nutrition Program reimbursement which recognizes the increase In Federal reimbursements and is not an increase in local funding.
• Increases retirement fund contributions to 27.83%, an increase of .16% over the rate prescribed by BBMR and included in our budget transmission.
• $1.05 million appropriation for the expansion of the PreK Program.

Appropriations in the bill are lump sum and do not split funding into personnel and operating costs. However, in its current form, the bill does not provide for transfer authority between funds.</td></tr>
<tr><td>TITLE V-A CONSOLIDATED GRANT</td><td>Project Office and Project Activities/School Site Reviews beginning July 31 and ongoing to September 7, 2017 until all Projects Reviews completed.

Second Response to USEd Area of Concerns submitted on July 25, 2017.

USEd Video Conference Inquiry/Survey regarding Fixed Assets submitted to USDOE on Aug. 1, 2017.

Board Work Session for Consolidated Grants held on July 27, 2017. Federal Programs Administrator and Project</td></tr>
</table>

	Coordinators presented on the FY'17 CG Project Application. USEd Teleconference held on July 20, 2017 to address FY'17 CG Project Application Areas of Concern.
TERRITORIES & FREELY ASSOCIATED STATES EDUCATION GRANT (T&FASEG) DISCRETIONARY	No cost extension request due 9/20/17. Final Performance/Evaluation due date 1/2/18.
STRIVING READERS COMPREHENSIVE LEADERSHIP (SCRL) DISCRETIONARY	FY 2017-2017 SRCL Final APR Reporting due date is December 29, 2017. New Grant: SRCL CFDA No. 84.371C Grant Application due 8/7/17.

Objective 5.2: By SY 2017-18 (Year 4), based on the department's management indicator system, the GDOE will achieve at least a satisfactory or equivalent rating overall. By 2020 (Year 6), the GDOE will receive the highest rating.

<table>
<tr><th>Activity/Action Item</th><th>Outcomes</th></tr>
<tr><td>ACCOUNTS PAYABLES
At July 31, 2017, recorded liabilities were $11,684,710. GDOE would like to pay invoices within sixty days after services have been rendered or products received.</td><td>Vendors are threatening to pull out or refusing to provide additional services or products. Unfunded TEFF balances in FY13, FY14 and FY15 of $16.2 million have exacerbated the situation. Additionally, DOA did not fund $5.1 million in FY16 General Fund allotments.

Below is a breakdown as of July 31, 2017.
<table>
<tr><th>Days Outstanding</th><th>Amount</th><th>Percent of Total</th></tr>
<tr><td>< 30 days</td><td>$8,718,145</td><td>74.61%</td></tr>
<tr><td>30-60 days</td><td>260,758</td><td>2.23%</td></tr>
<tr><td>60-90 days</td><td>355,161</td><td>3.04%</td></tr>
<tr><td>> 90 days</td><td>2,350,646</td><td>20.12%</td></tr>
<tr><td>Total</td><td>$11,684,710</td><td>100.00%</td></tr>
</table>
Unposted invoices at July 31, 2017 totaled $611,700.</td></tr>
<tr><td>DIRECT DEPOSIT
Employees are encouraged to sign up for direct deposits to reduce the number of paper checks, the need to pick up checks, and for individual employees to deposit checks. Employees on direct deposit do not receive hard copies of their payment advices but use Employee Self-Serve to look up payment details.

Because schools are short staffed, some schools are</td><td>Of the 3,387 GDOE staff and 8 board members, 2,968 or 87.42% received payment via direct deposit for pay period ending July 22, 2017.

The numbers of employees paid have gone down as the 21 PPE teachers are not being paid as well as some of the limited term employees whose employment is tied to the school year.</td></tr>
</table>

requiring employees who continue to receive a paper check to pick up their check at Tiyan Central. GDOE would like to have at least 80% of its employees signed up for direct deposit.	Note that some of the schools and divisions show more than 100% of employees on direct deposit. This is because the system tracks where checks are delivered not where the employee is funded. Seven (7) divisions and three (3) schools have 100% of their employees on direct deposit. Of the 3,161 employees and board members who were paid for the July 22, 2017 Pay Period Ending, 93.89% received payment via direct deposit. See **ATTACHMENT 5.2-1** for a breakdown by location. Because of delays in the past of payments of voluntary deductions, we have seen a number of employees cancelling their deductions. This has increased the amount of funds needed for net payroll on payday to over $4 million for locally funded employees. We continue to work with Department of Administration to ensure we have sufficient cash to enable the timely transfer of funds for direct deposits.
EDUCATION FINANCIAL SUPERVISORY COMMISSION (EFSC) Public Law 30-164 created the EFSC to monitor the financial health of GDOE. The role of the EFSC is to develop and supervise a financial status designation of GDOE finances as well to identify – in advance- any signs of financial distress that may lead to operational deficits. The EFSC consists of five regular members: • Director, Bureau of Budget & Management Research (BBMR) • Director, Office of Finance & Budget (OFB) • Director, Department of Administration (DOA) • Public Auditor, Office of Public Accountability • Parent of a child current enrolled in a public school Guam Department of Education participates as an ex officio member.	The monthly EFSC meeting was held on July 31, 2017 at 3:00 pm at the GDOE Conference Room. At the meeting, reports were provided from GDOE, DOA, BBMR and OFB. The EFSC reviewed the June 2017 balances and issued designations as follows: June 2017, Year to Date C Watch • Contractual • Water • Telephone June 2017 B-Warning • Telephone All other object classes were rated A-Stable and the overall **Total Operations** was designated A Stable. A C-Watch indicates that GDOE has a negative variance exceeding 2% of the approved budget amount when combining year to date actual and annualized projections at the time of reporting. A B-Warning indicates that GDOE has a negative variance

	exceeding 10% of the budgeted amount. An A-Stable indicates a positive variance when comparing projected / actual expenditures to budget. GDOE continues to monitor its allotments carefully to ensure that GDOE stays within appropriation limits. There was general agreement that all the object categories be rolled into one miscellaneous account much like UOG and GCC in FY18 for allotment purposes.
POWERSCHOOL PARENT/STUDENT ACCESS PowerSchool allows parents and students to access student data on grades and attendance so that students and parents can monitor progress. GDOE would like to have 30% of its parents using the parent portal on Power School.	During the month of July 2017, students and parents used the mobile application 12,114 times to access 3,511 student records on PowerSchool. Over the same period, there were 5,462 sign ins to the web portal accessing 2,239 student records. Additionally, 2,140 parents are signed up to receive progress reports via email. See **ATTACHMENT 5.2-2** for more details.
FSAIS HELPDESK TICKETS FSAIS has set up a Helpdesk Ticket System to track requests for assistance. The Helpdesk can be reached at: https://helpdesk.gdoe.net/portal	For the month of July 2017, there were 74 tickets from prior months, 459 tickets entered in July and 324 closed in July, leaving 209 open tickets. Of the Helpdesk tickets that identified a location, *Agueda Johnston Middle* had the largest number of tickets at 35 tickets or 6.57% of the requests, followed by John F. Kennedy High at 28 tickets or 5.25% of the requests and Financial Affairs at 27 tickets or 5.07% of the requests. The largest category of tickets was *Troubleshoot* at 143 tickets or 26.83% of the requests, followed by *Other* at 109 tickets or 20.45% of the requests and *Password Reset* at 58 tickets or 10.88% of the requests. See **ATTACHMENT 5.2-3** for more details.
PDS TROUBLE TICKETS PDS is the contractor providing telephone services. The monthly trouble ticket report is broken up into four (4) categories: • Break Fix – repair or replacement service for network equipment. • Telecommunications (Telecom) – service on telephone analog services such as fax, security, analog direct line, analog fail-over. • ShoreTel – service on the ShoreTel System.	Below is a summary of trouble calls for phone service in July 2017. See **ATTACHMENT 5.2-4.** for more details.

Task	Carry Over	New	Complete	End
Break Fix	1	3	2	2
ShoreTel	1	6	7	0
Warranty	1	0	1	0
Telecom	2	24	19	7
Total	5	33	29	9

• Warranty – warranty service on equipment.	
DOCOMO TROUBLE TICKETS Beginning in July 2016, Docomo has taken over the monitoring and management of our internet connection.	For the month of July 2017, there were eleven (11) trouble tickets created in months prior to July 2017 and three (3) trouble tickets created in July 2017 for the Management Information Base System (MIBS) that were cleared in July. There are four (4) trouble tickets created in months prior to July 2017 and six (6) trouble tickets created in July 2017 for the MIBS that were outstanding at the end of July. See **ATTACHMENT 5.2-5** for more details.
OFFICE OF CIVIL RIGHTS (OCR) COMPLAINT The Office of Civil Rights (OCR) received a complaint on February 16, 2017 regarding the accessibility of the GDOE website. GDOE signed a resolution agreeing to: • Have the website audited to identify barriers to access. • Develop a corrective action plan to address these barriers. • Ensure all new content and functionality is accessible to persons with disabilities. • Provide website accessibility training to appropriate personnel. • Post notice on website informing persons with disabilities how to request access to online information or functionality that is inaccessible. • Adopt policies and procedures for online content and functionality.	The contract for the GDOE website audit was signed by the Governor on May 11, 2017. The Notice to Proceed was issued to the vendor on May 22, 2017. GDOE has 90 days to submit the audit results and the corrective action plan. The auditor is currently reviewing various webpages on the GDOE website.
PROCUREMENT STATUS - REQUISITIONS Requisitions are entered into either the GDOE or the TPFA System to start the procurement process. The requisitions require various levels of approval depending on funding, the type of services or goods being procured and the amount of the procurement. Requisitions may be in an inbox for a length of time while the procurement process is ongoing, e.g., Request for Proposal, Invitation for Bid, contract signing, end user confirming details. The deadline for submitting local and federal non-USDOE funded requisitions was May 31, 2017.	Attached is a status report of requisitions in process on July 28, 2017, **ATTACHMENT 5.2-6.** In summary: **System** / **Number of Requisitions** / **Amount** / **Average Days Held** **GDOE** / **246** / **$3,745,006.23** / **54.04** **TPFA** / **95** / **6,767,628.24** / **31.66** **TOTAL** / **341** / **$10,512,634.47** / **47.81**
PROCUREMENT STATUS – PURCHASE ORDERS Requisitions are converted into Purchase Orders on either the GDOE or the TPFA system once the	Attached is the Open Purchase Order Report at August 1, 2017, GDOE - **ATTACHMENT 5.2-7.** In summary:

procurement process has been successfully completed. End users work with vendors to ensure goods and services are delivered in a timely manner and meet specifications.

Purchase orders must be liquidated in a timely manner to ensure funding remains available.

System	Number of Purchase Orders	Balance	Average Days Open
GDOE	880	$8,077,992.46	72.79
TPFA	762	5,988,993.06	142.23
TOTAL	1,642	$12,520,974.90	104.86

TRANSITION PLAN

The TPFA and GDOE have developed a transition plan to identify and move activities currently performed by the TPFA to GDOE staff. Presentations on the plan were provided to the Board and USDOE in February.

Ignacio Santos, Federal Programs Administrator, and Taling Taitano, Deputy Superintendent, were appointed as Chairs of this project. A new section was added, bringing the identified work streams to eight:

- Time Distribution Reports (TDR)
- Financial Management System (FMS)
- Internal Control
- Procurement
- Property Management
- Standard Operating Procedures (SOPs)
- Indirect Costs
- Accounting & Reporting

ATTACHMENT 5.2-8 is the Transition Plan Executive Summary as of July 4, 2017. Below is a summary of the transition team's accomplishments :

- Reassignment of TDR tasks complete; weekly meetings with TPFA on payroll reimbursement process scheduled.
- Summer MUNIS / SOP training ongoing.
- Corrective action plans for audit findings and management letter comments being developed.
- Internal audit reviewing Sole Source Procurement, Reporting of Grant Awards, and Time Distribution SOPs.
- Working on completion of indirect cost manual and indirect true-ups.
- GDOE team working on update of late liquidation SOP.

As USDOE has cancelled its 2017 trip, video conferencing was scheduled in lieu of face to face meetings. Video conferences on property management, internal controls and SOPs, procurement, and Time Distribution Reports were scheduled. Additionally, representatives from various schools and divisions were interviewed for feedback on progress.

Follow-ups to the video conference and high risk status are scheduled with USDOE in early August.

CCAP

The USDOE Special Conditions require GDOE to provide a quarterly update on its Comprehensive Corrective Action Plan (CCAP). The Internal Audit Section has taken over preparing the CCAP.

The CCAP was prepared for the quarter ended June 30, 2017; see **ATTACHMENT 5.2-9**. The report includes Transition Plan tasks completed during the period of January thru March 2017. Additionally, tasks that will be completed in April, May and June 2017 are included under next steps.

All but three (3) sections have been indicated as complete.

POWERSCHOOL TRAINING

A work session for computer operators and school data personnel was held to go over closing SY 2016-2017 and open SY 2017-2018 on PowerSchool.

The end of the year process occurred between July 19 and July 21, 2017.

Computer operators were asked to meet at the Tiyan HS Library from 8:30 am to 2:30 pm Monday through Wednesday, July 17 through 19, 2017.

THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

TEFAP is a Federal program that helps supplement the

During the month of July 2017, 1,075 households were

<table>
<tr>
<td>diets of low income families by providing them with emergency food and nutrition assistance at no costs.

Commodities are distributed by the Food and Nutrition Division from the Piti Warehouse on Tuesdays and, when frozen commodities are available, Thursdays.

USDA preformed a review of TEFAP operations in May. GDOE is reviewing the report to put a corrective action plan in place.</td>
<td>served. The following commodities were distributed:
1% Milk
Tomato Sauce
Spinach
Spaghetti Noodles
Spaghetti Sauce, Meatless
Beef Stew
Peaches
Grape Juice
Rolled Oats
Figs
Dried Cherries
Plums
Boned Chicken
Raisins
Note TEFAP distribution was not held during the first and last week in July.</td>
</tr>
<tr>
<td>RETIREMENT FUND SEMINARS
The GDOE Human Resources staff worked with the GovGuam Retirement Fund to organize seminars on the choices for employees on the Defined Contribution Plan ("new" plan).</td>
<td>Employees will not be able to change plans unless they attend the GovGuam Retirement Seminar. If requested, the Retirement Fund will provide a written analysis of the options for the employees if requested.

Sessions were held during the month of July as follows:
<table>
<tr><th>Date</th><th>Location</th></tr>
<tr><td>Thursday, July 6</td><td>Tiyan High</td></tr>
<tr><td>Friday, July 7</td><td>Inarajan Elementary</td></tr>
<tr><td>Monday, July 8</td><td>Oceanview Middle</td></tr>
<tr><td>Wednesday, July 12</td><td>Agueda Johnston Middle</td></tr>
<tr><td>Thursday, July 13</td><td>Jose Rios Middle</td></tr>
<tr><td>Friday, July 14</td><td>Tamuning Elementary</td></tr>
</table>
</td>
</tr>
</table>

Objective 5.3: By SY 2016-17 (Year 3), all support divisions will rate at least satisfactory on their respective stakeholder perception survey.

Activity/Action Item	Outcomes
HUMAN RESOURCES (HR) CUSTOMER SERVICE SURVEY The HR Division developed a customer service survey for customers who come to the HR window. The survey forms are available at the window and a locked box is provided for the completed forms. Two (2) HR staff open the box and collate the forms.	See **ATTACHMENT 5.3-1** for detailed results of the July 2017 survey. In the month of July 2017, there were 16 completed surveys, 12 from by GDOE employees and 4 from non-GDOE employees.

	In each of the five (5) questions asked, at least 75% were rated satisfactory or outstanding.

Objective 5.4 By School Year 2017-18 (Year 4), 100% of GDOE Support Personnel will rate satisfactory or better as rated on their respective evaluation tool.

Activity/Action Item	Outcomes
GDOE SUPPORT STAFF EVALUATIONS In order to receive an increment, an employee must receive a satisfactory rating or better using the current evaluation tool.	In the month of July 2017, support staff received the following evaluations:

Rating	Count	Percent
Highly Effective	7	11.86%
Effective	40	67.80%
Satisfactory	12	20.34%
Increment Denied	0	0%
Total	59	100.00%

8/16/17

GUAM DEPARTMENT OF EDUCATION

SY 2016-17 High School Graduation Rate

High School Graduation Rate = $\frac{\text{Total Graduates (June and Rainbow Graduates SY 2016-17)}}{\text{Dropouts (Gr9 SY13-14 + Gr10 SY14-15 + Gr.11 SY15-16 + Gr12 SY 16-17) + June and Rainbow Graduates SY 2016-17}} \times 100\%$

School	June Graduates	Rainbow Graduates	Total Graduates	Grade 12 SY16-17 dropouts	Grade 11 SY15-16 dropouts	Grade 10 SY14-15 dropouts	Grade 9 SY13-14 dropouts	Total Grads + total dropouts	High School Graduation Rate
G. Washington HS	295	28	323	3	22	28	48	424	76.2%
J.F. Kennedy HS	342	26	368	0	8	40	54	470	78.3%
Okkodo HS	385	10	395	4	22	20	12	453	87.2%
Simon Sanchez HS	352	19	371	3	9	25	30	438	84.7%
Southern HS	316	6	322	6	16	52	2	398	80.9%
Tiyan HS	210	10	220	6	12	16	*10*	264	83.3%
JP Torres Alternative	52	3	55	5	3	1	*5*	69	79.7%
Total >>>>>>>>>>>>	**1952**	**102**	**2054**	**27**	**92**	**182**	**161**	**2516**	**81.6%**

NOTES:

1. Note that statistical imputation technique was used to fill in the Tiyan and JPTorres High Schools for SY 13-14 (*numbers in italics*)
2. The number of June and Rainbow graduates are from the Office of the Deputy Superintendent ES&CL
3. Data for four-year cohort dropout counts were based on the official Powerschool download by FSAIS on the last day of each schoolyear
4. The reference document for the NCES formula is NCES 2004-310 entitled "Public High School Dropouts and Completers from the Common Core of Data: School Year 2000-01" (p.4) NCES 2004-310 Statistical Analysis Report. The NCES has anew formula called the Adjusted Cohort Graduation Rate (ACGR) which will be published later this year in compliance with the Every Students Succeeds Act (ESSA)
5. **The graduation rate in SY2015-16 was 79.4%. Th net increase from last school year's graduation rate is 2.2%.**

Prepared by:

Zenaida Napa Natividad, Ph.D.
RP&E Administrator

Noted by:

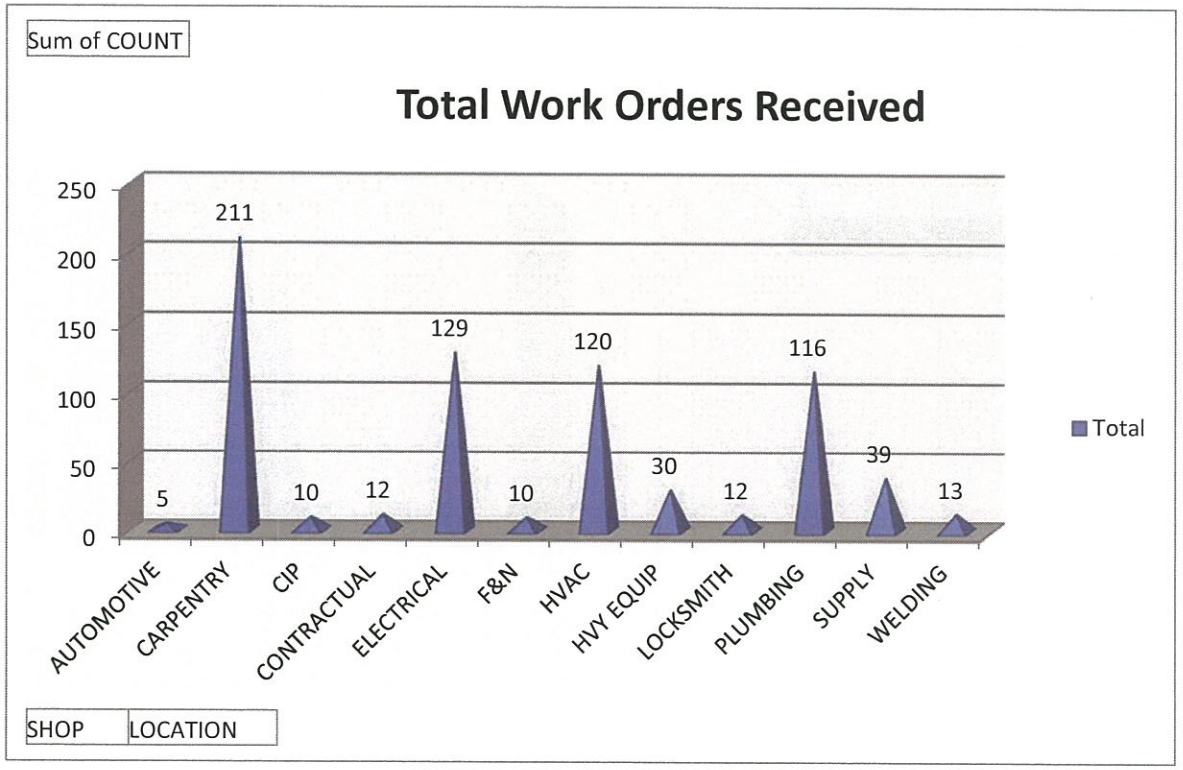
Jon J.P. Fernandez 8/16/17
Superintendent of Education

For inquiries, please contact Dr. Zeni Natividad at znnatividad@gdoe.net

Doc. No. 34GL-17-0903.

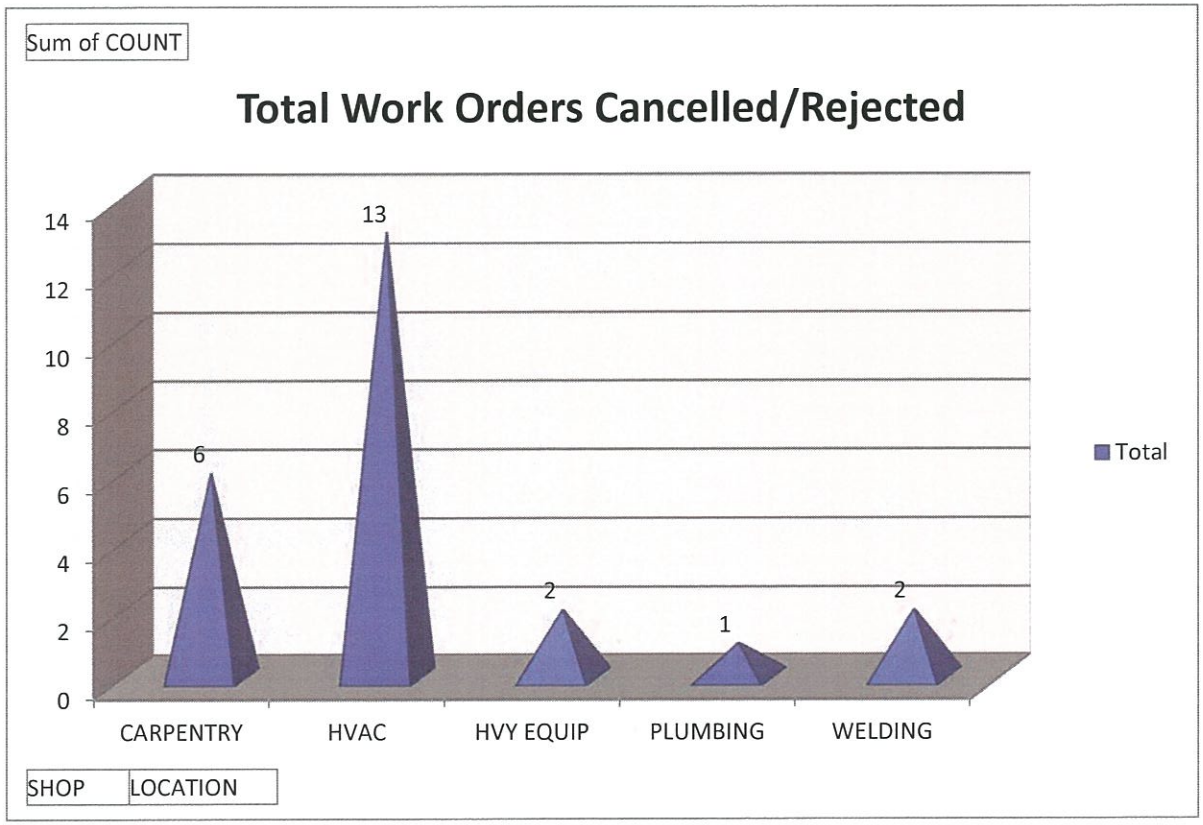
FACILITIES MAINTENANCE DIVISION
MUNIS REPORT JULY 2017

Discipline	Sum of COUNT
AUTOMOTIVE	5
CARPENTRY	211
CIP	10
CONTRACTUAL	12
ELECTRICAL	129
F&N	10
HVAC	120
HVY EQUIP	30
LOCKSMITH	12
PLUMBING	116
SUPPLY	39
WELDING	13
Grand Total	707



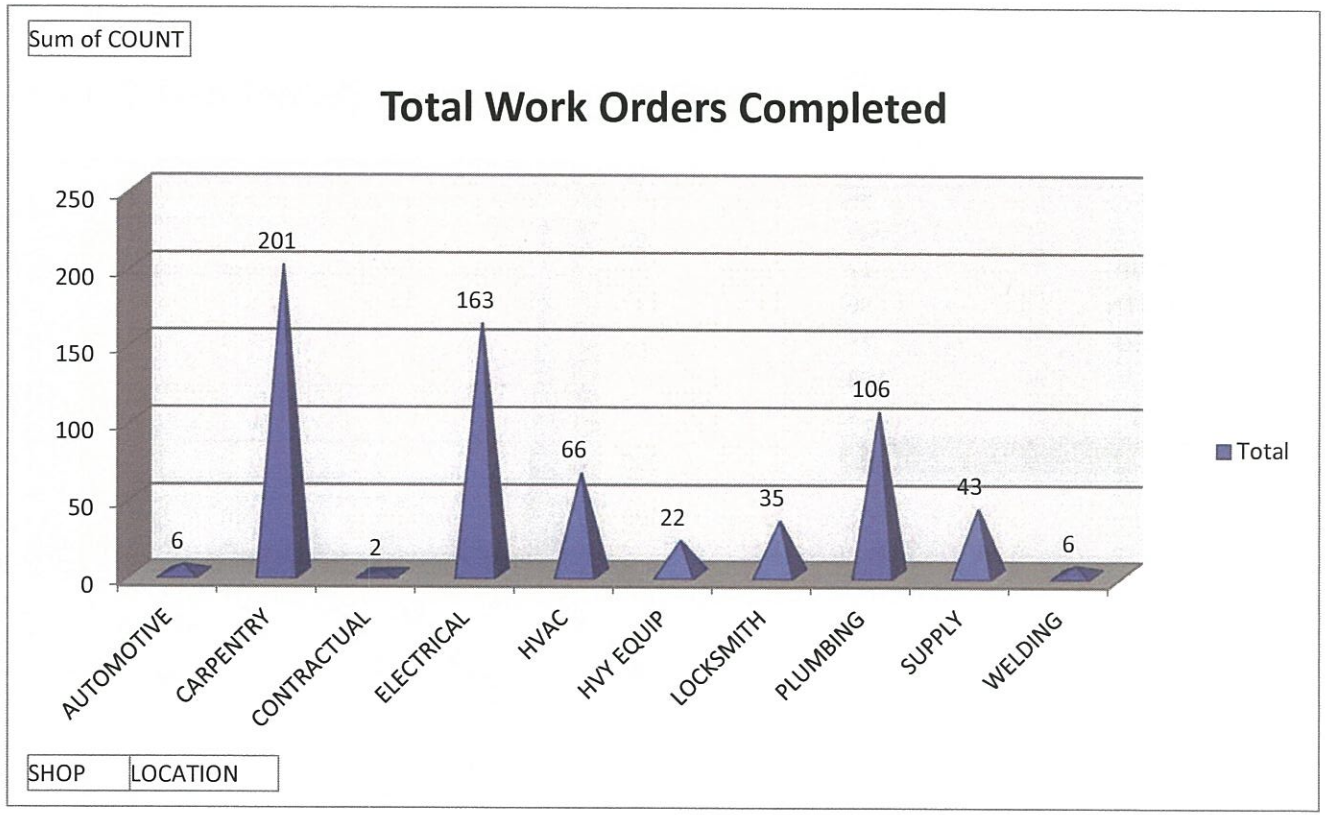
FACILITIES MAINTENANCE DIVISION
MUNIS REPORT JULY 2017

Discipline	Sum of COUNT
CARPENTRY	6
HVAC	13
HVY EQUIP	2
PLUMBING	1
WELDING	2
Grand Total	24



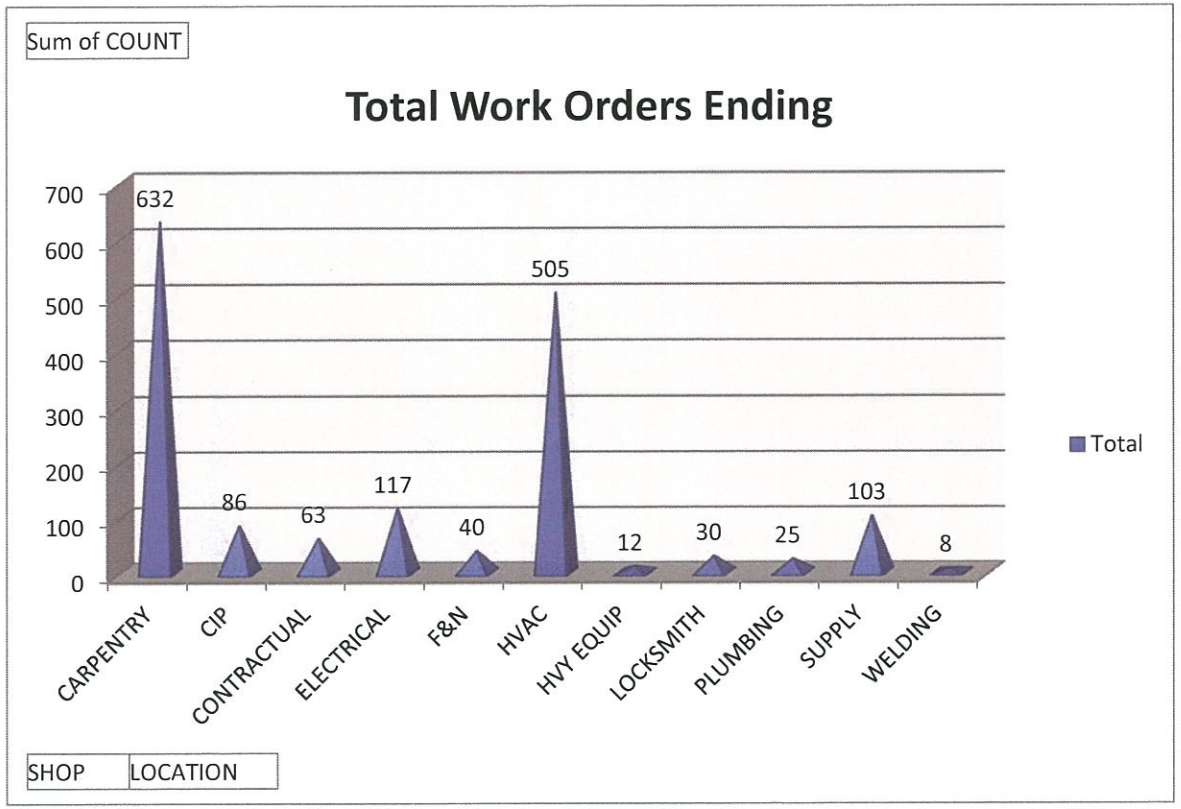
FACILITIES MAINTENANCE DIVISION
MUNIS REPORT JULY 2017

Discipline	Sum of COUNT
AUTOMOTIVE	6
CARPENTRY	201
CONTRACTUAL	2
ELECTRICAL	163
HVAC	66
HVY EQUIP	22
LOCKSMITH	35
PLUMBING	106
SUPPLY	43
WELDING	6
Grand Total	650



FACILITIES MAINTENANCE DIVISION
MUNIS REPORT JULY 2017

Discipline	Sum of COUNT
CARPENTRY	632
CIP	86
CONTRACTUAL	63
ELECTRICAL	117
F&N	40
HVAC	505
HVY EQUIP	12
LOCKSMITH	30
PLUMBING	25
SUPPLY	103
WELDING	8
Grand Total	1621



GDOE Facilities Maintenance Open Work Orders by Location
At July 31, 2017

Location	Work Order Count	% of Total
Agana Heights Elementary	28	1.73%
Agueda I Johnston Middle	35	2.16%
Astumbo Elementary	45	2.78%
BP Carbullido Elementary	42	2.59%
Chief Brodie Memorial Elementary	33	2.04%
CL Taitano Elementary	17	1.05%
DL Perez Elementary	31	1.91%
FB Leon Guerrero Middle	72	4.44%
Finegayan Elementary	60	3.70%
George Washinton High	95	5.86%
HB Price Elementary	66	4.07%
HS Truman Elementary	19	1.17%
Inarajan Elementary	44	2.71%
Inarajan Middle	36	2.22%
JM Guerrero Elementary	77	4.75%
JP Torres Alternative	26	1.60%
JQ San Miguel Elementary	69	4.26%
Jose Rios Middle	32	1.97%
LBJ Elementary	33	2.04%
LP Untalan Middle	35	2.16%
Machananao Elementary	56	3.45%
Marcial A Sablan Elementary	29	1.79%
Maria A Ulloa Elementary	18	1.11%
Merizo Memorial Elementary	31	1.91%
MU Lujan Elementary	126	7.77%
Ordot Chalan Pago Elementary	52	3.21%
Okkodo High	4	0.25%
Oceanview Middle	40	2.47%
PC Lujan Elementary	55	3.39%
Receiving Warehouse	5	0.31%
Southern High	66	4.07%
Simon Sanchez High	93	5.74%
Talofofo Elementary	36	2.22%
Tamuning Elementary	19	1.17%
Upi Elementary	28	1.73%
VSA Benavente Middle	20	1.23%
Wettengel Elementary	48	2.96%
Grand Total	1621	100.00%

Guam Department of Education Staffing Report - Schools
As of July 31, 2017

School / Division	Principal / Division Head**			Assistant Principal / Director**			Program Coordinator / Examiner / School Program Consultant / Chamorro Specialist		Administrative Assistant / Officer		Administrative Secretary / Secretary Typist		Clerk/Clerk Typist/Admininstrative Aide		
	F	L	LV	F	L	LV	F	FV	F	L	F	L	F	L	LV
301 - AGANA HEIGHTS ELEMENTARY		1								1				1	
302 - M.A. SABLAN ELEMENTARY		1								1				2	
303 - B.P. CARBULLIDO ELEMENTARY		1			1					1		1			
304 - C.L. TAITANO ELEMENTARY		1			1					1				1	
306 - FINEGAYAN ELEMENTARY		1			1					1				1	
307 - H.S. TRUMAN ELEMENTARY		1								1				1	
308 - J.M. GUERRERO ELEMENTARY		1			1					1				1	
309 - INARAJAN ELEMENTARY			1							1				1	
311 - J.Q. SAN MIGUEL ELEMENTARY		1			1					1				1	
312 - L.B. JOHNSON ELEMENTARY					1					1					
313 - M.A. ULLOA ELEMENTARY		1			1					1				1	
314 - M.U. LUJAN ELEMENTARY		1			1					1				2	
315 - MERIZO MARTYRS ELEMENTARY		1								1				1	
316 - ORDOT/CHALAN PAGO ELEMENTARY		1								1				1	
317 - P.C. LUJAN ELEMENTARY		1								1				1	
318 - H.B. PRICE ELEMENTARY		1			1	1				1				1	
319 - TALOFOFO ELEMENTARY		1								1				1	
320 - TAMUNING ELEMENTARY		1								1		1		1	
321 - UPI ELEMENTARY		1			1					1				3	1
322 - WETTENGEL ELEMENTARY		1			1					1				1	
323 - D.L. PEREZ ELEMENTARY			1		1					1				2	
324 - CHIEF BRODIE ELEMENTARY		1								1				1	
325 - ASTUMBO ELEMENTARY		1								1				1	
327 - MACHANANAO ELEMENTARY		1								1				1	
328 - LIGUAN ELEMENTARY		1			1					1		1		1	
329 - ADACAO ELEMENTARY		1			1					1				1	
430 - A.I. JOHNSTON MIDDLE			1		3	1				1				2	
431 - V.S.A. BENAVENTE MIDDLE		2			3					1				4	
432 - F.B. LEON GUERRERO MIDDLE		1			3	1				1				4	
433 - INARAJAN MIDDLE		1			3					1				2	
434 - JOSE L.G. RIOS MIDDLE					3					1				2	
435 - L.P. UNTALAN MIDDLE		1			3					1				3	
436 - OCEANVIEW MIDDLE		1			2					1		1		2	
437 - ASTUMBO MIDDLE		1			2					1		1		2	
438 - J.P. TORRES ALTERNATIVE		1					1		1				3		
471 - GEORGE WASHINGTON HIGH		1			3	2				1		1		5	
472 - JOHN F. KENNEDY HIGH		1			3					1		1		3	1
473 - SIMON A. SANCHEZ HIGH		1			4					1				4	
474 - SOUTHERN HIGH		1			3	1				1		1		4	
475 - OKKODO HIGH		1			4					1				3	
476 - TIYAN HIGH		1			3							1		4	
GUAHAN CHARTER SCHOOL															
ILEARN CHARTER SCHOOL															
831 - HEADSTART	1			1			1	1	1		1		1		
850 - SPECIAL EDUCATION		1					26	5	2		2		3		
998 - MILITARY LEAVE OF ABSENCE		1													
Grand Total	**1**	**39**	**3**	**1**	**56**	**6**	**28**	**6**	**4**	**39**	**3**	**9**	**7**	**73**	**2**
Locally Funded Filled Positions		39			56					39		9		73	
Locally Funded Vacant Positions			3			6									2
Federally Funded Filled Positions	1			1			28		4		3		7		
Federally Funded Vacant Positions								6							

**May not reflect detailed positions

Guam Department of Education Staffing Report - Schools
As of July 31, 2017

School / Division	Computer Operator / Data Clerk		Library Technician	Psychologist	Social Worker		Community Program Aide			Nurse		Audiologist / Audiometerist			Deaf & Hard of Hearing Program Aide
	F	L	L	F	F	FV	F	FV	L	F	L	F	L	LV	F
301 - AGANA HEIGHTS ELEMENTARY		1	1								1				
302 - M.A. SABLAN ELEMENTARY		1									1				
303 - B.P. CARBULLIDO ELEMENTARY		1									1				
304 - C.L. TAITANO ELEMENTARY		1									1				
306 - FINEGAYAN ELEMENTARY		1									2				
307 - H.S. TRUMAN ELEMENTARY		1									1				
308 - J.M. GUERRERO ELEMENTARY		1									1				
309 - INARAJAN ELEMENTARY		1									1				
311 - J.Q. SAN MIGUEL ELEMENTARY		1									1				
312 - L.B. JOHNSON ELEMENTARY		1									1				
313 - M.A. ULLOA ELEMENTARY		1									1				
314 - M.U. LUJAN ELEMENTARY		1	1								1				
315 - MERIZO MARTYRS ELEMENTARY		1									1				
16 - ORDOT/CHALAN PAGO ELEMENTARY		1									1				
317 - P.C. LUJAN ELEMENTARY		1									1				4
318 - H.B. PRICE ELEMENTARY		1	1								1				
319 - TALOFOFO ELEMENTARY		1	1								1				
320 - TAMUNING ELEMENTARY		1													
321 - UPI ELEMENTARY		1									1				
322 - WETTENGEL ELEMENTARY		1									1				
323 - D.L. PEREZ ELEMENTARY		1									2				
324 - CHIEF BRODIE ELEMENTARY		1									1				
325 - ASTUMBO ELEMENTARY		1									1				
327 - MACHANANAO ELEMENTARY		1													
328 - LIGUAN ELEMENTARY		1									1				
329 - ADACAO ELEMENTARY		1									1				
430 - A.I. JOHNSTON MIDDLE		1	1								1				1
431 - V.S.A. BENAVENTE MIDDLE		1									1				
432 - F.B. LEON GUERRERO MIDDLE		1									1				
433 - INARAJAN MIDDLE		1									1				
434 - JOSE L.G. RIOS MIDDLE		1									1				
435 - L.P. UNTALAN MIDDLE		1									1				
436 - OCEANVIEW MIDDLE		1									1				
437 - ASTUMBO MIDDLE		1									1				
438 - J.P. TORRES ALTERNATIVE	1			1	1										
471 - GEORGE WASHINGTON HIGH		1	1												
472 - JOHN F. KENNEDY HIGH		1									1				3
473 - SIMON A. SANCHEZ HIGH		1	1								1				
474 - SOUTHERN HIGH		1									2				
475 - OKKODO HIGH		1									1				
476 - TIYAN HIGH		1									1				
GUAHAN CHARTER SCHOOL															
ILEARN CHARTER SCHOOL															
831 - HEADSTART					2	1	4	1	3		1				
850 - SPECIAL EDUCATION	2			1	11					1		1	2	1	
998 - MILITARY LEAVE OF ABSENCE															
Grand Total	**3**	**40**	**7**	**2**	**14**	**1**	**4**	**1**	**3**	**1**	**41**	**1**	**2**	**1**	**8**
Locally Funded Filled Positions		40	7						3		41		2		
Locally Funded Vacant Positions														1	
Federally Funded Filled Positions	3			2	14		4			1		1			8
Federally Funded Vacant Positions						1		1							

**May not reflect detailed positions

Guam Department of Education Staffing Report - Schools

As of July 31, 2017

School / Division	Speech Language Clinician / Pathologist		Occupational Therapist	Physical Therapist	Vision Aide	Emotionally Disturbed Program Aide	Gifted & Talented Education Aide	One to One Aide			Pre-School Aide	Head Start Aide			
	F	L	FV	FV	F	F	F	F	FV	L	F	F	FV	L	LV
301 - AGANA HEIGHTS ELEMENTARY								2							
302 - M.A. SABLAN ELEMENTARY								2		1					
303 - B.P. CARBULLIDO ELEMENTARY								5							
304 - C.L. TAITANO ELEMENTARY								5							
306 - FINEGAYAN ELEMENTARY								4							
307 - H.S. TRUMAN ELEMENTARY								4							
308 - J.M. GUERRERO ELEMENTARY								3							
309 - INARAJAN ELEMENTARY								1							
311 - J.Q. SAN MIGUEL ELEMENTARY								3							
312 - L.B. JOHNSON ELEMENTARY															
313 - M.A. ULLOA ELEMENTARY								4							
314 - M.U. LUJAN ELEMENTARY								1							
315 - MERIZO MARTYRS ELEMENTARY															
316 - ORDOT/CHALAN PAGO ELEMENTARY								1							
317 - P.C. LUJAN ELEMENTARY								7			1				
318 - H.B. PRICE ELEMENTARY							2			1					
319 - TALOFOFO ELEMENTARY								1							
320 - TAMUNING ELEMENTARY								4			2				
321 - UPI ELEMENTARY								3							
322 - WETTENGEL ELEMENTARY								5							
323 - D.L. PEREZ ELEMENTARY								4							
324 - CHIEF BRODIE ELEMENTARY								2		1					
325 - ASTUMBO ELEMENTARY								2							
327 - MACHANANAO ELEMENTARY								1							
328 - LIGUAN ELEMENTARY								4							
329 - ADACAO ELEMENTARY								5							
430 - A.I. JOHNSTON MIDDLE								5							
431 - V.S.A. BENAVENTE MIDDLE								8							
432 - F.B. LEON GUERRERO MIDDLE								7		1					
433 - INARAJAN MIDDLE								2							
434 - JOSE L.G. RIOS MIDDLE								4		1					
435 - L.P. UNTALAN MIDDLE								9							
436 - OCEANVIEW MIDDLE								4							
437 - ASTUMBO MIDDLE								5							
438 - J.P. TORRES ALTERNATIVE															
471 - GEORGE WASHINGTON HIGH								10		1					
472 - JOHN F. KENNEDY HIGH								3							
473 - SIMON A. SANCHEZ HIGH								5							
474 - SOUTHERN HIGH						2		6							
475 - OKKODO HIGH								4							
476 - TIYAN HIGH								8							
GUAHAN CHARTER SCHOOL								2							
ILEARN CHARTER SCHOOL								1							
831 - HEADSTART												23	3	2	1
850 - SPECIAL EDUCATION	12	3	6	2	1			26	32						
998 - MILITARY LEAVE OF ABSENCE															
Grand Total	**12**	**3**	**6**	**2**	**1**	**2**	**2**	**182**	**32**	**6**	**3**	**23**	**3**	**2**	**1**
Locally Funded Filled Positions		3								6				2	
Locally Funded Vacant Positions															1
Federally Funded Filled Positions	12				1	2	2	182			3	23			
Federally Funded Vacant Positions			6	2					32				3		

**May not reflect detailed positions

Guam Department of Education Staffing Report - Schools
As of July 31, 2017

School / Division	Transition Program Aide	Instructional Program Aide	School Aide			Teacher Assistant	Teacher				Summer School Teacher	JROTC		Guidance Counselor	
	F	F	F	L	LV	F	F	FV	L	LV	F	L	LV	L	LV
301 - AGANA HEIGHTS ELEMENTARY				3		7			23						
302 - M.A. SABLAN ELEMENTARY				5	1	7	2		24	1	1			1	
303 - B.P. CARBULLIDO ELEMENTARY				5		5			27	1	1			1	
304 - C.L. TAITANO ELEMENTARY		1		6		10			31	3	1				1
306 - FINEGAYAN ELEMENTARY				7		11	1		44	1				2	
307 - H.S. TRUMAN ELEMENTARY				6		5			24					1	
308 - J.M. GUERRERO ELEMENTARY		1		5		12			28	6					1
309 - INARAJAN ELEMENTARY				3		4			14	1				1	
311 - J.Q. SAN MIGUEL ELEMENTARY				5		8			29	4					
312 - L.B. JOHNSON ELEMENTARY				5		2	1		14	1				1	
313 - M.A. ULLOA ELEMENTARY				5	1	10			34	5				2	
314 - M.U. LUJAN ELEMENTARY				5		9	1		33					1	
315 - MERIZO MARTYRS ELEMENTARY				3		4			11	3				1	1
16 - ORDOT/CHALAN PAGO ELEMENTARY				3		7			28	1				1	
317 - P.C. LUJAN ELEMENTARY				6		7	1		23	1					
318 - H.B. PRICE ELEMENTARY				8		10			36	1	2			1	
319 - TALOFOFO ELEMENTARY				4		4			13	2				1	
320 - TAMUNING ELEMENTARY				5		13	1		28	4					1
321 - UPI ELEMENTARY				5		14			32	5				1	
322 - WETTENGEL ELEMENTARY				7		10			34	4				1	
323 - D.L. PEREZ ELEMENTARY				5		8			34	3	1			1	1
324 - CHIEF BRODIE ELEMENTARY				3		6	1		16	3	1				
325 - ASTUMBO ELEMENTARY				6		8			33					1	
327 - MACHANANAO ELEMENTARY				4		4			17	2				1	
328 - LIGUAN ELEMENTARY				4		8	1		27	5	2			1	
329 - ADACAO ELEMENTARY				3		7			28	1				1	
430 - A.I. JOHNSTON MIDDLE				8		4	1		40	3				3	
431 - V.S.A. BENAVENTE MIDDLE		1		9		1	1		57	9				3	
432 - F.B. LEON GUERRERO MIDDLE				8		7	1		52	7				2	1
433 - INARAJAN MIDDLE		1		4		6			26					2	
434 - JOSE L.G. RIOS MIDDLE		1		5		1	1		44	7	2			3	
435 - L.P. UNTALAN MIDDLE				4	1	4	1		66	2	1			4	
436 - OCEANVIEW MIDDLE				4		2			31	4				2	
437 - ASTUMBO MIDDLE				6		4			34	1	2			3	
438 - J.P. TORRES ALTERNATIVE			3	3		5	11		2		6			1	
471 - GEORGE WASHINGTON HIGH		1		16	1	5	1		65	6	3	1	1	4	
472 - JOHN F. KENNEDY HIGH				15		1	3		71	1	2	3		7	
473 - SIMON A. SANCHEZ HIGH		1		16		1	1		70	4		3		6	
474 - SOUTHERN HIGH		1		19	1	1			52	8		1		3	
475 - OKKODO HIGH		1		12		1			53	7		1	1	2	
476 - TIYAN HIGH		1		10	2	1	1		37	6	4			5	
GUAHAN CHARTER SCHOOL															
ILEARN CHARTER SCHOOL															
831 - HEADSTART							11		14	1					
850 - SPECIAL EDUCATION	3						1	4	3		1				
998 - MILITARY LEAVE OF ABSENCE									3						
Grand Total	**3**	**10**	**3**	**265**	**7**	**244**	**43**	**4**	**1,405**	**124**	**30**	**9**	**2**	**71**	**6**
Locally Funded Filled Positions				265					1405			9		71	
Locally Funded Vacant Positions					7					124			2		6
Federally Funded Filled Positions	3	10	3			244	43				30				
Federally Funded Vacant Positions								4							

**May not reflect detailed positions

SECONDARY TEACHER VACANCIES FOR SCHOOL YEAR 2017-2018
AT JULY 31, 2017

SUBJECT/AREA	Agueda Johnston Middle	VSA Benavente Middle	F.B.L.G. Middle	Jose L.G. Rios Middle	L.P. Untalan Middle	Oceanview Middle	Astumbo Middle	G.W. High	J.F.K. High	Simon Sanchez High	Southern High	Okkodo High School	Tiyan High School	GRAND TOTAL
Art								2			1			3
Business Education		1	1											2
Chamorro Language			1										1	2
Career Education				1										1
Health								1					1	2
Computer Education/Science						1								1
Language Arts		1		1								1		3
Reading		1				1	1							3
Math	1	1	2					1		2	1	3	1	12
Physical Education													1	1
Physical Education & Health			1			1								2
Science	1	2	1	3	2	1			1	1	4		1	17
Social Studies	1							1			1	1	1	5
ESL		1		2								1		4
Special Education		2	1					1		1	1	1		7
CRT					1				1		3			5
School Counselor			1											1
School Librarian	1	1												2
OPPORTUNITY ROOM			1											1
PEER COACH								1						1
GRAND TOTAL:	4	10	9	7	3	4	1	7	2	4	11	7	6	75

NOTE: Please note that this data is subject to change as Human Resources continues to accept resignations and retirements as well as fill positions with certified teachers.

REFERRAL IN PROGRESS

LIMITED TERM (FT) ONLY - e.g., Coverage for Long Term Leave, MLOA, and increased of student enrollment.

RECOMMENDED APPLICANT - Pending approval of selection/acceptance

Darker color means more than one applicant being processed.

65 - classroom instruction
34 - Referral in Progress
16 - Recommended applicant
15 - Total pending

10 - non-instructional
3 -Referral in Progress
1 -Recommended applicant
6 - Total Pending

ELEMENTARY TEACHER VACANCIES FOR SCHOOL YEAR 2017-2018
AT JULY 31, 2017

SCHOOL NAMES	Kinder	1ST	2ND	3RD	4TH	5TH	Chamorro	Special Education	GATE	ESL	ESL Coordinator	Librarian	Guidance Counselor	GRAND TOTAL
MARCIAL SABLAN				1										1
B.P. CARBULLIDO				1										1
C.L. TAITANO	1			1					1		1	1	1	6
FINEGAYAN						1						1		2
J.M. GUERRERO	1	1			1	2	1						1	7
INARAJAN		1												1
J.Q. SAN MIGUEL			1			2				1				4
L.B. JOHNSON								1						1
M.A. ULLOA		1			1		2			1				5
MERIZO							1		1	1			1	4
ORDOT/CHALAN PAGO										1				1
P.C. LUJAN	1													1
H.B. PRICE		1												1
TALOFOFO				1						1				2
TAMUNING				1		1	1	1					1	5
UPI		1	1		1	1	1							5
WETTENGEL	1				2		1							4
D.L. PEREZ		1	1		1								1	4
CHIEF BRODIE	1				2									3
MACHANANAO						2								2
LIGUAN	1				3		1							5
ADACAO							1							1
GRAND TOTAL:	6	6	3	5	11	9	9	2	2	5	1	2	5	66

NOTE: Please note that this data is subject to change as Human Resources continues to accept resignations and retirements as well as fill positions with certified teachers.

REFERRAL IN PROGRESS
RECOMMENDED APPLICANT - Pending approval of selection/acceptance

Darker color means more than one applicant being processed.

58 - classroom instruction
20 - Referral in Progress
13 - Recommended applicant
25 - Total pending

8 - non-instructional
3 - Referral in Progress
5 - Total pending

Guam Department of Education Staffing Report - Schools
As of July 31, 2017

School / Division	Librarian		Instructional Coordinator / Mentor				Cafeteria Manager	Cook / Baker	Cook's Assistant		Building / Maintenance Custodian / Worker	
	L	LV	F	FV	L	LV	L	L	L	LV	F	L
301 - AGANA HEIGHTS ELEMENTARY	1											1
302 - M.A. SABLAN ELEMENTARY	1											1
303 - B.P. CARBULLIDO ELEMENTARY	1				1							1
304 - C.L. TAITANO ELEMENTARY		1	1		1	1						2
306 - FINEGAYAN ELEMENTARY		1	1									1
307 - H.S. TRUMAN ELEMENTARY	1		1									1
308 - J.M. GUERRERO ELEMENTARY	1											1
309 - INARAJAN ELEMENTARY			1									1
311 - J.Q. SAN MIGUEL ELEMENTARY			1		1			1	7			1
312 - L.B. JOHNSON ELEMENTARY	1											1
313 - M.A. ULLOA ELEMENTARY	1											2
314 - M.U. LUJAN ELEMENTARY			1									
315 - MERIZO MARTYRS ELEMENTARY	1		1									1
316 - ORDOT/CHALAN PAGO ELEMENTARY	1		1				1	2	5			2
317 - P.C. LUJAN ELEMENTARY	1											1
318 - H.B. PRICE ELEMENTARY			1									1
319 - TALOFOFO ELEMENTARY			1									2
320 - TAMUNING ELEMENTARY	1		1									1
321 - UPI ELEMENTARY	1		1									1
322 - WETTENGEL ELEMENTARY	1		2									1
323 - D.L. PEREZ ELEMENTARY	1		2				1	1	6	1		2
324 - CHIEF BRODIE ELEMENTARY	1		1									
325 - ASTUMBO ELEMENTARY	1		1									1
327 - MACHANANAO ELEMENTARY	1		1									1
328 - LIGUAN ELEMENTARY	1											
329 - ADACAO ELEMENTARY	1											
430 - A.I. JOHNSTON MIDDLE		1	1		1							2
431 - V.S.A. BENAVENTE MIDDLE	1	1	1									
432 - F.B. LEON GUERRERO MIDDLE	1		1		1	1						2
433 - INARAJAN MIDDLE	1				1							1
434 - JOSE L.G. RIOS MIDDLE	1				2							
435 - L.P. UNTALAN MIDDLE	1		1	1		1						2
436 - OCEANVIEW MIDDLE	1		2	1	4							2
437 - ASTUMBO MIDDLE	1											
438 - J.P. TORRES ALTERNATIVE	1		1									
471 - GEORGE WASHINGTON HIGH					2	1						1
472 - JOHN F. KENNEDY HIGH	1				2	1						
473 - SIMON A. SANCHEZ HIGH	1											2
474 - SOUTHERN HIGH	1		1		1	3						2
475 - OKKODO HIGH	1		1				1	1	12			
476 - TIYAN HIGH	1				1							
GUAHAN CHARTER SCHOOL												
ILEARN CHARTER SCHOOL												
831 - HEADSTART											1	
850 - SPECIAL EDUCATION			25		28							
998 - MILITARY LEAVE OF ABSENCE												
Grand Total	**32**	**4**	**53**	**2**	**46**	**8**	**3**	**5**	**30**	**1**	**1**	**41**
Locally Funded Filled Positions	32				46		3	5	30			41
Locally Funded Vacant Positions		4				8				1		
Federally Funded Filled Positions			53								1	
Federally Funded Vacant Positions				2								

**May not reflect detailed positions

Guam Department of Education Staffing Report - Schools
As of July 31, 2017

School / Division	Bus Driver				Total Filled Positions	Total Vacant Positions	Grand Total	Enrollment at 9/30/16	Student / Filled Positions	Student / Total Positions
	F	FV	L	LV						
301 - AGANA HEIGHTS ELEMENTARY					43	-	43	420	9.77	9.77
302 - M.A. SABLAN ELEMENTARY					51	2	53	455	8.92	8.58
303 - B.P. CARBULLIDO ELEMENTARY					53	1	54	526	9.92	9.74
304 - C.L. TAITANO ELEMENTARY					64	6	70	597	9.33	8.53
306 - FINEGAYAN ELEMENTARY					78	2	80	862	11.05	10.78
307 - H.S. TRUMAN ELEMENTARY					48	-	48	376	7.83	7.83
308 - J.M. GUERRERO ELEMENTARY					57	7	64	700	12.28	10.94
309 - INARAJAN ELEMENTARY					29	2	31	263	9.07	8.48
311 - J.Q. SAN MIGUEL ELEMENTARY					62	4	66	501	8.08	7.59
312 - L.B. JOHNSON ELEMENTARY					29	1	30	259	8.93	8.63
313 - M.A. ULLOA ELEMENTARY					64	6	70	734	11.47	10.49
314 - M.U. LUJAN ELEMENTARY					59	-	59	631	10.69	10.69
315 - MERIZO MARTYRS ELEMENTARY					27	4	31	250	9.26	8.06
16 - ORDOT/CHALAN PAGO ELEMENTARY					57	1	58	507	8.89	8.74
317 - P.C. LUJAN ELEMENTARY					56	1	57	388	6.93	6.81
318 - H.B. PRICE ELEMENTARY					69	2	71	718	10.41	10.11
319 - TALOFOFO ELEMENTARY					32	2	34	296	9.25	8.71
320 - TAMUNING ELEMENTARY					61	5	66	615	10.08	9.32
321 - UPI ELEMENTARY					66	6	72	844	12.79	11.72
322 - WETTENGEL ELEMENTARY					67	4	71	736	10.99	10.37
323 - D.L. PEREZ ELEMENTARY					73	6	79	680	9.32	8.61
324 - CHIEF BRODIE ELEMENTARY					37	3	40	342	9.24	8.55
325 - ASTUMBO ELEMENTARY					58	-	58	598	10.31	10.31
327 - MACHANANAO ELEMENTARY					34	2	36	536	15.76	14.89
328 - LIGUAN ELEMENTARY					55	5	60	555	10.09	9.25
329 - ADACAO ELEMENTARY					51	1	52	590	11.57	11.35
430 - A.I. JOHNSTON MIDDLE					75	6	81	788	10.51	9.73
431 - V.S.A. BENAVENTE MIDDLE					94	10	104	1174	12.49	11.29
432 - F.B. LEON GUERRERO MIDDLE					94	10	104	1106	11.77	10.63
433 - INARAJAN MIDDLE					53	-	53	515	9.72	9.72
434 - JOSE L.G. RIOS MIDDLE					73	7	80	870	11.92	10.88
435 - L.P. UNTALAN MIDDLE					103	5	108	1152	11.18	10.67
436 - OCEANVIEW MIDDLE					61	5	66	428	7.02	6.48
437 - ASTUMBO MIDDLE					64	1	65	609	9.52	9.37
138 - J.P. TORRES ALTERNATIVE					42	-	42	154	3.67	3.67
71 - GEORGE WASHINGTON HIGH					123	11	134	1699	13.81	12.68
472 - JOHN F. KENNEDY HIGH					122	3	125	1904	15.61	15.23
473 - SIMON A. SANCHEZ HIGH					119	4	123	1899	15.96	15.44
474 - SOUTHERN HIGH					103	13	116	1486	14.43	12.81
475 - OKKODO HIGH					101	8	109	1682	16.65	15.43
476 - TIYAN HIGH					80	8	88	1313	16.41	14.92
GUAHAN CHARTER SCHOOL					2	-	2			
ILEARN CHARTER SCHOOL					1	-	1			
831 - HEADSTART					67	8	75	514	7.67	6.85
850 - SPECIAL EDUCATION	13	1	4	2	172	53	225			
998 - MILITARY LEAVE OF ABSENCE					4	-	4			
Grand Total	**13**	**1**	**4**	**2**	**2,933**	**225**	**3,158**	**30,758**	**10.49**	**9.74**
Locally Funded Filled Positions			4		2,231		2,231			
Locally Funded Vacant Positions				2		167	167			
Federally Funded Filled Positions	13				702		702			
Federally Funded Vacant Positions		1				58	58			

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Superintendent / Deputy**		Division Head**		Administrative Assistant / Officer			Administrative Secretary / Secretary Typist		Clerk/Clerk Typist/Admininstrative Aide				Paralegal
	L	LV	F	L	F	FV	L	F	L	F	FV	L	LV	L
811 - SUPERINTENDENT OF EDUCATION	3	2		1			5						1	1
812 - FEDERAL PROGRAMS			1		3									
815 - RESEARCH, PLANNING & EVAL				1										
816 - FIN, STUDENT & ADM INFO SYS				1			1							
819 - LEARNING RESOURCE CENTER														
820 - CURRICULUM & INSTRUCTION					1	1	1	1		1	1			
821 - CHAMORRO STUDIES				1					1			2		
822 - FINANCIAL AFFAIRS				1								1		
823 - HUMAN RESOURCES				1			1							
824 - FACILITIES & MAINTENANCE				1			1					1		
825 - STUDENT SUPPORT SERVICES				1			1		1					
826 - FOOD NUTRITION SERVICE				1			1							
828 - SUPPLY MANAGEMENT				1					1			2		
840 - EDUCATION SUPP & COMM LEARN							1				2			
Grand Total	**3**	**2**	**1**	**10**	**4**	**1**	**12**	**1**	**3**	**1**	**3**	**6**	**1**	**1**
Locally Funded Filled Positions	3			10			12		3			6		1
Locally Funded Vacant Positions		2											1	
Federally Funded Filled Positions			1		4			1		1				
Federally Funded Vacant Positions						1					3			

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Attorney		Program Coordinator / Examiner / School Program Consultant / Chamorro Specialist				Computer Analyst	Computer Technician		Instructional Program Aide	Gifted & Talented Program Aide	Community Program Aide		
	L	LV	F	FV	L	LV	L	F	L	FV	L	F	FV	L
811 - SUPERINTENDENT OF EDUCATION	2	1												
812 - FEDERAL PROGRAMS			8	2										
815 - RESEARCH, PLANNING & EVAL														
816 - FIN, STUDENT & ADM INFO SYS			2		1		4	5	2					
819 - LEARNING RESOURCE CENTER					1									
820 - CURRICULUM & INSTRUCTION			13	3	8	1				1	1			
821 - CHAMORRO STUDIES				1	1									
822 - FINANCIAL AFFAIRS			1		1									
823 - HUMAN RESOURCES														
824 - FACILITIES & MAINTENANCE					4	1								
825 - STUDENT SUPPORT SERVICES					3									
826 - FOOD NUTRITION SERVICE			7	1	4	1								
828 - SUPPLY MANAGEMENT					1									
840 - EDUCATION SUPP & COMM LEARN			9			1						11	21	1
Grand Total	**2**	**1**	**40**	**7**	**24**	**4**	**4**	**5**	**2**	**1**	**1**	**11**	**21**	**1**
Locally Funded Filled Positions	2				24		4		2		1			1
Locally Funded Vacant Positions		1				4								
Federally Funded Filled Positions			40					5				11		
Federally Funded Vacant Positions				7						1			21	

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Instructional Coordinator / Mentor			Teacher		Graphic Artist	Auditor	Accountant	Accounting Technician		Management Analyst		Chief Payroll Officer / Payroll Supervisor	Payroll Clerk
	F	FV	L	L	LV	L	L	L	L	LV	L	LV	L	L
811 - SUPERINTENDENT OF EDUCATION							5							
812 - FEDERAL PROGRAMS														
815 - RESEARCH, PLANNING & EVAL														
816 - FIN, STUDENT & ADM INFO SYS														
819 - LEARNING RESOURCE CENTER														
820 - CURRICULUM & INSTRUCTION	2	1	4	1	3									
821 - CHAMORRO STUDIES						1								
822 - FINANCIAL AFFAIRS								7	6	3	5	1	2	6
823 - HUMAN RESOURCES														
824 - FACILITIES & MAINTENANCE														
825 - STUDENT SUPPORT SERVICES														
826 - FOOD NUTRITION SERVICE														
828 - SUPPLY MANAGEMENT														
840 - EDUCATION SUPP & COMM LEARN	6	1	1											
Grand Total	**8**	**2**	**5**	**1**	**3**	**1**	**5**	**7**	**6**	**3**	**5**	**1**	**2**	**6**
Locally Funded Filled Positions			5	1		1	5	7	6		5		2	6
Locally Funded Vacant Positions					3					3		1		
Federally Funded Filled Positions	8													
Federally Funded Vacant Positions		2												

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Personnel Assistant / Specialist		EEO / EMRO	Attendance Officer	Psychologist	Building Maintenance Supervisor / Superintendent	Auto Mechanic	Building / Maintenance Custodian / Worker		Carpenter		Electrician		Equipment Operator
	F	L	L	L	L	L	L	L	LV	L	LV	L	LV	L
811 - SUPERINTENDENT OF EDUCATION			2											
812 - FEDERAL PROGRAMS														
815 - RESEARCH, PLANNING & EVAL														
816 - FIN, STUDENT & ADM INFO SYS														
819 - LEARNING RESOURCE CENTER														
820 - CURRICULUM & INSTRUCTION														
821 - CHAMORRO STUDIES														
822 - FINANCIAL AFFAIRS														
823 - HUMAN RESOURCES	1	13												
824 - FACILITIES & MAINTENANCE						7	1	5	1	11	3	9	1	2
825 - STUDENT SUPPORT SERVICES				11	2									
826 - FOOD NUTRITION SERVICE														
828 - SUPPLY MANAGEMENT														
840 - EDUCATION SUPP & COMM LEARN														
Grand Total	1	13	2	11	2	7	1	5	1	11	3	9	1	2
Locally Funded Filled Positions		13	2	11	2	7	1	5		11		9		2
Locally Funded Vacant Positions									1		3		1	
Federally Funded Filled Positions	1													
Federally Funded Vacant Positions														

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Painter	Plumber		Refrigeration Mechanic		Safety Administrator	Storekeeper		Trades Helper	Warehouse Supervisor	Welder	Buyer	
	L	L	LV	L	LV	LV	L	LV	L	L	L	L	LV
811 - SUPERINTENDENT OF EDUCATION													
812 - FEDERAL PROGRAMS													
815 - RESEARCH, PLANNING & EVAL													
816 - FIN, STUDENT & ADM INFO SYS													
819 - LEARNING RESOURCE CENTER													
820 - CURRICULUM & INSTRUCTION													
821 - CHAMORRO STUDIES													
822 - FINANCIAL AFFAIRS													
823 - HUMAN RESOURCES													
824 - FACILITIES & MAINTENANCE	1	9	1	2	1	1		1	7	1	3		
825 - STUDENT SUPPORT SERVICES													
826 - FOOD NUTRITION SERVICE													
828 - SUPPLY MANAGEMENT							3					6	1
840 - EDUCATION SUPP & COMM LEARN													
Grand Total	1	9	1	2	1	1	3	1	7	1	3	6	1
Locally Funded Filled Positions	1	9		2			3		7	1	3	6	
Locally Funded Vacant Positions			1		1	1		1					1
Federally Funded Filled Positions													
Federally Funded Vacant Positions													

**May not reflect detailed positions

Guam Department of Education Staffing Report - Divisions
As of July 31, 2017

School / Division	Inventory Management Officer / Property Control Officer		Cafeteria Manager	Cook's Assistant	JROTC	Nursing Service Administrator	Social Worker			Total Filled Positions	Total Vacant Positions	Grand Total
	L	LV	L	L	L	L	F	FV	L			
811 - SUPERINTENDENT OF EDUCATION										19	4	23
812 - FEDERAL PROGRAMS										12	2	14
815 - RESEARCH, PLANNING & EVAL										1	-	1
816 - FIN, STUDENT & ADM INFO SYS										16	-	16
819 - LEARNING RESOURCE CENTER										1	-	1
820 - CURRICULUM & INSTRUCTION										33	11	44
821 - CHAMORRO STUDIES										6	1	7
822 - FINANCIAL AFFAIRS										30	4	34
823 - HUMAN RESOURCES										16	-	16
824 - FACILITIES & MAINTENANCE										65	10	75
825 - STUDENT SUPPORT SERVICES										19	-	19
826 - FOOD NUTRITION SERVICE			2	1						16	2	18
828 - SUPPLY MANAGEMENT	8	1								22	2	24
840 - EDUCATION SUPP & COMM LEARN					2	1	10	3	2	44	28	72
Grand Total	**8**	**1**	**2**	**1**	**2**	**1**	**10**	**3**	**2**	**300**	**64**	**364**
Locally Funded Filled Positions	8		2	1	2	1			2	218		218
Locally Funded Vacant Positions		1									26	26
Federally Funded Filled Positions							10			82		82
Federally Funded Vacant Positions								3			38	38

**May not reflect detailed positions

GUAM DEPARTMENT OF EDUCATION NEW HIRES REPORT
FOR THE MONTH OF JULY 2017

	Name	Position	Location	Hire Date	Pay Grade / Step	Hourly Rate	Annual Salary
	FULL TIME - LOCALLY FUNDED						
*	CHACO, MAE ROSE	CLERK TYPIST III	GEORGE WASHINGTON HIGH	07/10/2017	F-HP / 6	$ 13.42	$ 27,907.00
*	AGUON, DENISE A.M.	PAYROLL SUPERVISOR	FINANCIAL AFFAIRS	07/17/2017	M-HP / 5	$ 22.74	$ 47,301.00
	DAYDAY, MARK	SCHOOL AIDE I	MACHANANAO ELEMENTARY	07/17/2017	E-HP / 1	$ 10.14	$ 21,095.00
	MANSAPIT, GLYNN M. S.N.	COOKS ASSISTANT	OKKODO HIGH	07/17/2017	D-HP / 1	$ 9.15	$ 19,040.00
	OLIVARES, STEPHANIE	SCHOOL AIDE II	JOSE L.G. RIOS MIDDLE	07/24/2017	G-HP / 1	$ 11.89	$ 24,729.00
	SAN NICOLAS, PAUL PATRICK	COOKS ASSISTANT	OKKODO HIGH	07/24/2017	D-HP / 1	$ 9.15	$ 19,040.00
	SANTOS, VERONICA	COOKS ASSISTANT	OKKODO HIGH	07/31/2017	D-HP / 1	$ 9.15	$ 19,040.00
	FULL TIME - LOCALLY FUNDED		7				
	LIMITED TERM PART TIME - FEDERALLY FUNDED						
	DELICA, JOCELYN	SUMMER SCHOOL TEACHER	TIYAN HIGH	07/03/2017		$ 15.09	$ 31,387.20
	LIMITED TERM PART TIME - FEDERALLY FUNDED		1				

* Reemployment

SPECIAL PROGRAMS TEACHER VACANCIES SCHOOL YEAR 2017-2018
AT JULY 31, 2017

LOCALLY FUNDED	
Program	**No. of Vacancies**
HEAD START PROGRAM (SHC)	1
C&I - GATE	3
TOTAL	4

FEDERALLY FUNDED	
Program	**No. of Vacancies**
DIVISION OF ESCL - OPPORTUNITY RESOURCE TEACHERS **(Oceanview Middle & L.P. Untalan Middle)**	2
ESCL - TEACHER MENTOR PROGRAM	1
C&I-(JOHN HOPKINS COORD)	1
SPECIAL EDUCATION	4
TOTAL	8

TOTAL COMBINED	12

NOTE: Please note that this data is subject to change as Human Resources continues to accept resignations and retirements as well as fill positions with certified teachers.

REFERRAL IN PROGRESS
RECOMMENDED APPLICANT - Pending approval of selection/acceptance

Darker color means more than one applicant being processed.

12
2 - Referral in Progress
1 - Recommended applicant
9 - Total pending

GUAM DEPARTMENT OF EDUCATION
2017 PHYSICAL INVENTORY
FIXED ASSET INVENTORY EVALUATION FORM

INSPECTION GRADE		
1	2	3
Exceeds Requirements	Meets Requirements	Needs Improvement

Met with the inventory team at the main office at the appointed time and participated in the physical inventory inspection for the entire duration.

Maintained and updated internal school/division inventory records by accurately reconciling internal inventory against GDOE MUNIS.

Demonstrated preparation in the review of their school/division inventory list/records prior to the scheduled inventory date and time, resulting in an efficient walk-through inspection.

Presented supporting documentation on-request during the inventory process (i.e. survey reports, purchase orders, receiving reports, transfer documents, police and certification of loss reports, etc.).

Demonstrated preparation in answering questions regarding the accountability of fixed assets within their division/school.

Demonstrated a detailed accountability of the location of fixed assets within their school/division, including status (i.e. pending survey, retired/disposed, missing, stolen/theft, etc.).

Effectively communicated to all respective school/division staff of the scheduled inventory, resulting in the efficient accountability of assets during the inspection.

Demonstrated the enforcement of internal controls for tracking assets among school/division staff (e.g. teacher sign-off documents).

* Asterisk denotes schools/divisions with zero inventory assets.

GDOE PRIVATE NONPROFIT SCHOOLS (PNFS)																												
200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	TOTAL
1	2	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	2	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	2	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1
1	1	1	1	1	1	1	n/a	1	1	1	1	1	n/a	1	1	1	1	n/a	n/a	1	1	1	1	1	1	1	1	1

200 Academy Of Our Lady	201 Asmuyao	202 Bishop Baumgartner	203 Catholic Schools Office	204 Dominican	205 Dominican Child Development	206 Father Duenas	207 Harvest Christian	208 Infant Of Prague	209 Maria Artero	210 Mercy Heights	211 Notre Dame	212 Our Lady Of Carmel	213 Pacific Christian	214 Saint Anthony	215 Saint Francis	216 Saint John	217 Saint Paul	218 Saint Paul North	219 Saint Tomas Aquinas	220 Santa Barbara	221 San Vicente	222 Southern Christian	223 Evangelical Christian Academy	224 Guam Adventist Academy	225 Providence International Christian Academy	226 Guahan Academy Charter School	227 Ilearn Academy Charter School	

Doc. No. 34GL-17-0903.

GUAM DEPARTMENT OF EDUCATION
2017 PHYSICAL INVENTORY
FIXED ASSET INVENTORY EVALUATION FORM

INSPECTION GRADE		
1	2	3
Exceeds Requirements	Meets Requirements	Needs Improvement

	GDOE ELEMENTARY SCHOOLS																										
	301	302	303	304	306	307	308	309	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	327	328	329	TOTAL
Met with the inventory team at the main office at the appointed time and participated in the physical inventory inspection for the entire duration.	1	1	1	3	1	1	1	1	1	3	1	1	1	1	1	1	1	1	1	1	1	3	1	1	1	1	1
Maintained and updated internal school/division inventory records by accurately reconciling internal inventory against GDOE MUNIS.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	3	1	1	1	1	1
Demonstrated preparation in the review of their school/division inventory list/records prior to the scheduled inventory date and [illegible], resulting in an efficient walk-through inspection.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1	2	1	1	1	1	1
[illegible]ented supporting documentation on-request during the inventory process (i.e. survey reports, purchase orders, receiving reports, transfer documents, police and certification of loss reports, etc.).	1	1	1	1	2	2	1	1	1	1	2	2	1	1	1	1	1	1	3	1	1	2	1	1	1	1	1
Demonstrated preparation in answering questions regarding the accountability of fixed assets within their division/school.	1	1	1	1	1	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1
Demonstrated a detailed accountability of the location of fixed assets within their school/division, including status (i.e. pending survey, retired/disposed, missing, stolen/theft, etc.).	1	1	1	1	2	1	1	1	1	1	2	1	1	1	1	1	1	1	3	1	1	2	1	1	1	1	1
Effectively communicated to all respective school/division staff of the scheduled inventory, resulting in the efficient accountability of assets during the inspection.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1
Demonstrated the enforcement of internal controls for tracking assets among school/division staff (e.g. teacher sign-off documents).	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1	2	1	1	1	1	1
* Asterisk denotes schools/divisions with zero inventory assets.	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1	1	1	1

301	Agana Heights Elementary
302	M.A. Sablan Elementary
303	B.P. Carbullido Elementary
304	C.L. Taitano Elementary
306	Finegayan Elementary
307	H.S. Truman Elementary
308	J.M. Guerrero Elementary
309	Inarajan Elementary
311	J.Q. San Miguel Elementary
312	L.B. Johnson Elementary
313	M.A. Ulloa Elementary
314	M.U. Lujan Elementary
315	Merizo Martyrs Elementary
316	Ordot/Chalan Pago Elementary
317	P.C. Lujan Elementary
318	H.B. Price Elementary
319	Talofofo Elementary
320	Tamuning Elementary
321	Upi Elementary
322	Wettengel Elementary
323	D.L. Perez Elementary
324	Chief Brodie Elementary
325	Astumbo Elementary
327	Machanao Elementary
328	Liguan Elementary
329	Adacao Elementary

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GUAM DEPARTMENT OF EDUCATION
2017 PHYSICAL INVENTORY
FIXED ASSET INVENTORY EVALUATION FORM

INSPECTION GRADE		
1	2	3
Exceeds Requirements	Meets Requirements	Needs Improvement

	GDOE MIDDLE & HIGH SCHOOLS															
	430	431	432	433	434	435	436	437	438	471	472	473	474	475	476	TOTAL
Met with the inventory team at the main office at the appointed time and participated in the physical inventory inspection for the entire duration.	3	1	1	1	3	2	3	1	1	1	2	1	1	1	2	2
Maintained and updated internal school/division inventory records by accurately reconciling internal inventory against GDOE MUNIS.	3	1	1	1	3	1	1	1	1	1	1	1	1	1	3	1
Demonstrated preparation in the review of their school/division inventory list/records prior to the scheduled inventory date and time, resulting in an efficient walk-through inspection.	2	1	1	1	3	2	3	1	1	1	1	1	1	1	2	1
Presented supporting documentation on-request during the inventory process (i.e. survey reports, purchase orders, receiving reports, transfer documents, police and certification of loss reports, etc.).	3	1	1	1	3	2	1	1	1	2	1	1	2	3	2	2
Demonstrated preparation in answering questions regarding the accountability of fixed assets within their division/school.	2	1	1	1	3	2	2	1	1	3	2	1	3	1	2	2
Demonstrated a detailed accountability of the location of fixed assets within their school/division, including status (i.e. pending survey, retired/disposed, missing, stolen/theft, etc.).	3	1	1	1	3	2	2	1	1	3	1	2	3	3	2	2
Effectively communicated to all respective school/division staff of the scheduled inventory, resulting in the efficient accountability of assets during the inspection.	2	1	1	1	2	2	2	1	1	3	2	1	1	1	1	1
Demonstrated the enforcement of internal controls for tracking assets among school/division staff (e.g. teacher sign-off documents).	2	1	1	1	2	2	3	1	1	3	1	1	3	3	2	2
* Asterisk denotes schools/divisions with zero inventory assets.	3	1	1	1	3	2	2	1	1	2	1	1	2	2	2	2

430	A.I. Johnston Middle
431	V.S.A. Benavente Middle
432	F.B. Leon Guerrero Middle
433	Inarajan Middle
434	Jose L.G. Rios Middle
435	L.P. Untalan Middle
436	Oceanview Middle
437	Astumbo Middle
438	J.P. Torres Alternative
471	George Washington High
472	John F. Kennedy High
473	Simon A. Sanchez High
474	Southern High
475	Okkodo High
476	Tiyan High

Doc. No. 34GL-17-0903.

GUAM DEPARTMENT OF EDUCATION
2017 PHYSICAL INVENTORY
FIXED ASSET INVENTORY EVALUATION FORM

INSPECTION GRADE		
1	2	3
Exceeds Requirements	Meets Requirements	Needs Improvement

	GDOE DIVISIONS																								
	000	810	811	812	815	816	819	820	821	822	823	824	825	826	828	830	831	840	850	852	855	856	857	858	890	TOTAL
Met with the inventory team at the main office at the appointed time and participated in the physical inventory inspection for the entire duration.	n/a	1	1	1	1	1	1	1	1	1	1	1	1	1	1	n/a	1	1	1	n/a	1	1	3	1	1	1
Maintained and updated internal school/division inventory records by accurately reconciling internal inventory against GDOE MUNIS.	n/a	1	1	1	1	1	1	3	1	1	1	1	3	1	1	n/a	1	1	3	n/a	1	1	2	2	1	1
Demonstrated preparation in the review of their school/division inventory list/records prior to the scheduled inventory date and [illegible], resulting in an efficient walk-through inspection.	n/a	1	1	1	1	1	1	3	1	1	1	2	1	1	1	n/a	1	1	3	n/a	1	1	3	2	1	1
[illegible]sented supporting documentation on-request during the inventory process (i.e. survey reports, purchase orders, receiving reports, transfer documents, police and certification of loss reports, etc.).	n/a	1	1	1	1	1	1	3	1	1	1	2	1	1	1	n/a	1	1	2	n/a	2	1	2	3	1	1
Demonstrated preparation in answering questions regarding the accountability of fixed assets within their division/school.	n/a	1	1	1	1	1	1	3	1	1	1	2	1	1	1	n/a	1	1	2	n/a	1	1	3	2	1	1
Demonstrated a detailed accountability of the location of fixed assets within their school/division, including status (i.e. pending survey, retired/disposed, missing, stolen/theft, etc.).	n/a	1	1	1	1	1	1	3	1	1	1	3	1	1	1	n/a	1	1	3	n/a	2	1	3	2	1	1
Effectively communicated to all respective school/division staff of the scheduled inventory, resulting in the efficient accountability of assets during the inspection.	n/a	1	1	1	1	1	1	2	1	1	1	2	1	1	1	n/a	1	1	2	n/a	1	1	3	2	1	1
Demonstrated the enforcement of internal controls for tracking assets among school/division staff (e.g. teacher sign-off documents).	n/a	1	1	1	1	1	1	3	1	1	1	2	1	1	1	n/a	1	1	3	n/a	1	1	3	2	1	1
* Asterisk denotes schools/divisions with zero inventory assets.	n/a	1	1	1	1	1	1	3	1	1	1	2	1	1	1	n/a	1	1	2	n/a	1	1	3	2	1	1

000	General Admin
810	Board Of Education
811	Superintendent Of Education
812	Federal Programs
815	Research, Planning & Eval
816	Fin, Student & Adm Info Sys
819	Learning Resource Center
820	Curriculum & Instruction
821	Chamorro Studies
822	Financial Affairs
823	Human Resources
824	Facilities & Maintenance
825	Student Support Services
826	Food Nutrition Service
828	Supply Management
830	Elementary Administration
831	Head Start
840	Education Supp & Comm Learn
850	Special Education
852	Infant Toddler Gels
855	Gate Program/Sped
856	JROTC
857	Liheng Famaguon
858	Guam Community College
890	Internal Audit

Third Party Fiduciary Agent

Guam Department of Education

In partial fulfillment of Contract: 011-2010

Monthly Project Status Report

Report 82

July 15, 2017

Doc. No. 34GL-17-0903.

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Overview of Accomplishments and Activities, July 15, 2017

A&M officially started performance on the Third Party Fiduciary Agent (TPFA) contract on September 15, 2010 based upon final signatures (the Notice to Proceed was issued on September 13, 2010). Initiation of progress tracking is based upon initial mobilization and official kick-off with the U.S. Department of Education (USDOE) on September 20, 2010.

The highlights for the month ending July 15, 2017 include the following:

- A&M[i] continues to assist the GDOE on their development of a transition of services strategy from the TPFA to the GDOE.
    - A&M attends weekly GDOE meetings that track the GDOE's transition progress. Written updates are prepared and distributed by the GDOE to personnel responsible for implementing specific corrective actions and standard operating procedures.
    - The Superintendent, senior GDOE staff, and A&M continue to meet internally on a regular basis to discuss plan progress and potential road-blocks.
    - A&M continues to discuss with the GDOE the possibility of transitioning certain functions that the TPFA currently performs. However, each function or area of service, (for example; Procurement and Fixed Assets) will require a unique transition plan detailing exactly what the GDOE needs to complete, specific to that function or service, to incorporate TPFA functions and services. TPFA cannot transition any function or area of service without USDOE's approval; as such, GDOE has to submit a request and receive USDOE approval before the TPFA can begin working with GDOE on transitioning services.
- The Spring 2017 Fixed Asset Inventory is complete. TPFA analyzed the results of the inventory inspection and prepared the final report for USDOE assets. TPFA's findings have been shared with Marc Pido from Property Management, who will distribute the report to USDOE and GDOE leadership.
- The TPFA has streamlined the payroll review process which has allowed it to expedite payroll reimbursements on a more timely basis. In addition, A&M continues to work on a payroll reimbursement forecasting model and a budget-to-actual analysis to assist Federal Programs in estimating when grant funds are projected to be depleted.

Grant Status Highlights and Activity Data

Guam Department of Education

Grant Status Report Executive Summary

Grant Status Report as of 7/19/2017 9:56:38 AM

Grant	Grant Name	Budget	Encumbrances	Requisitions	Actual Expenditures	Available Budget	Available %	Obligated By
F1296	FY12 Project TFASEG	908,222.00	-	-	907,754.00	468.00	0.05%	9/30/2017
F1313	FY13 Striving Readers Compreh Lit.	212,346.00	-	-	212,346.00	-	0.00%	7/31/2017
F1396	FY13 Project TFASEG	948,262.00	-	-	945,969.64	2,292.36	0.24%	9/30/2017
F1413	FY14 STRIVING READERS	270,133.00	-	-	270,133.00	-	0.00%	7/31/2017
F1496	FY14 project TFASEG	963,140.00	13,945.04	-	924,931.43	24,263.53	2.52%	9/30/2017
F1513	FY15 Striving Readers	305,298.00	37,435.92	40,045.00	223,039.99	4,777.09	1.56%	7/31/2017
F1582	2015 Consolidated Grant - Title V	24,925,098.00	2,571,784.47	333,465.73	21,884,186.59	135,661.21	0.54%	9/30/2017
F1592	FY2015 Impact Aid	0.00	-	-	9,664.32	(9,664.32)	0.00%	9/30/2016
F1595	FY2015 SPED Part B	14,096,945.00	278,864.36	18,541.50	13,305,780.45	493,758.69	3.50%	9/30/2017
F1596	FY15 PROJECT TFASEG	963,140.00	24,907.93	166.45	908,353.29	29,712.33	3.08%	9/30/2017
F1682	2016 Consolidated Grant - Title V	26,413,292.00	957,358.36	5,980,647.49	7,749,552.64	11,725,733.51	44.39%	9/30/2018
F1692	FY2016 Impact Aid	0.00	-	-	31,693.09	(31,693.09)	0.00%	9/30/2016
F1694	FY2015 Special Education Part C	1,487,272.00	68,419.91	1,600.00	1,365,909.19	51,342.90	3.45%	9/30/2017
F1695	FY2016 SPED Part B	14,120,991.00	213,736.58	988,053.00	589,960.82	12,329,240.60	87.31%	9/30/2018
F1696	FY16 PROJECT TFASEG	920,548.00	200,073.42	185,373.30	185,291.77	349,809.51	38.00%	9/30/2017
F1792	FY2017 Impact Aid	0.00	-	-	6,073.81	(6,073.81)	0.00%	9/30/2017
F1794	FY2016 Special Education Part C	1,489,809.00	130,833.90	155,000.00	425,900.42	778,074.68	52.23%	9/30/2018
		$88,024,496.00	**$4,497,359.89**	**$7,702,892.47**	**49,946,540.45**	**$25,877,703.19**	**29.40%**	

Statistics for Current Fiscal Year

	June	3rd Quarter to Date	Total for FY17 to date
Requisitions Created	53	243	440
Purchase Orders Issued	77	199	339
Funds drawn for Payments	$ 3,166,253	$ 9,501,628	$ 32,772,501
Receipt of Fixed Assets	10	215	2634

Performance Plan Evidence of Completion Achievement
2016-17 activities will continue to focus on building collaborative processes with GDOE, advancing the CCAP and controls supporting an overall objective of resolving high risk designation.

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
Infrastructure Installation and Management	Transfer all necessary data from the 3rd party FMIS to GDOE's FMIS, communicating information to GDOE's FMIS contractor and providing feedback to GDOE and the USDOE on GDOE's implementation of the FMIS.	Reconciliation report confirming complete and accurate transfer of 3rd party financial records to GDOE's FMIS **2014-15** Automated transfer of fixed asset data from 3rd party financial records to GDOE's FMIS	By 10th of the month after the first drawdown transaction. **2014-15** Automated data transfers between TPFA and GDOE systems is limited to fixed asset data. Financial data is incorporated into GDOE's system manually by sharing TPFA month-end financial reports.	
Compliance Management	Develop a compliance roadmap equivalent to a Comprehensive Corrective Action Plan	Developed and Approved Comprehensive Corrective Action Plan	Continued quarterly submission of the CCAP **2016-17** Update CCAP as necessary based upon changes to GDOE's administrative structure and/or due to audit or management findings related to the controls environments	CCAP officially accepted by USDOE on Dec 15, 2011. **2016-17** submissions and reconciliation of comments provided by USDOE

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
	Perform quarterly tracking of CCAP	Documented tracking of progress against Plan and incorporation of any required changes based upon new process and/or compliance changes	**2016-17** Continue to manage the coordination of tracking and preparation of the CCAP for review	**2016-17** Support the submission of quarterly reports by GDOE.
External Audit Support	Support for external audits and facilitating information requests, etc.	Provide responses to information requests and meetings set with external auditors. Assist with internal audit department with identification of risk areas.	**2016-17** Single audit support when scheduled with external auditors by the Deputy Superintendent. **2016-17** Reviewed standard operating procedures (SOPs) and department policies to assist in development of audit plan. Assisted with internal audit department with identification of risk areas.	TPFA provided audit support for all audits performed during our engagement with GDOE. TPFA also responds to follow-up requests re: prior year audit findings as requested. **2016-17** TPFA has participated in audit meetings with GDOE, external auditors and Guam Office of Public Accountability to support completion of FY16 audit.
In -Kind Valuation Processes	Determine the basis for valuations related to cost sharing and matching funds for grant reporting	Maintenance of records sufficient to document the basis of in kind valuations through audit reviews		On-going, as needed.

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
Transactional Support/Daily Operations	Perform inventory management	Inventory reconciliation reports		**2016-17** TPFA will provide updated guidance for physical inventory of locally and federally purchased assets.
	Payroll	Clean drawdown request for payroll expenses	On-going	For the period of June 16th thru July 15th, TPFA reimbursed approximately $1.25M for payroll for consolidated and discretionary grants and $765K for SPED.
	Payables	Daily transactions listing support each request for a draw of grant funds by the Business Office	Immediately after release of funds by the USDOE And continuing to monitor for effectiveness.	On-going.
	Procurement	Monthly summary of completed purchases and procurement actions	Feb 5, 2011 And continuing to monitor for effectiveness.	On-going.
	Records management	EDGAR compliant transaction document files	Dec 29, 2010	On-going
	Cash management	Compliant daily bank balance reports	Dec 29, 2010	On-going.

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
Payroll systems	Detailed specification of internal control standards and process improvement actions required by CCAP	Checklist of payroll procedure changes to be implemented	Jan 31, 2011 And continuing to monitor for effectiveness	Updated SOPs reflecting updated processes and FMIS capabilities by GDOE personnel. **2016-17** SOPs will continue to be updated as needed to integrate with FMIS.
	Implement compliant payroll processes and system setup	Bi-weekly report of payroll exceptions	Dec 15, 2010 And continuing to monitor for effectiveness **2014-15** Improvements to the general ledger/labor cost analysis and creation of inter-department communication/efficiency.	Activities to improve GDOE payroll and personnel processes are currently underway.
	Document and maintain records appropriately	Publication and external auditor verification of compliance with SOPs	Jan 31, 2011 And continuing to monitor for effectiveness	TPFA uses a three-way match to reimburse payroll costs. GDOE is improving their match error rate as a result of the error report reconciliations and emphasis on payroll system improvements at the school and division levels. Federal Roster and TDR processing is

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
				continuing to be the focus on payroll reimbursement processes.
Cash Management	Implement a system of cash management that provides for cash – neutral or limited use of general funds for federal programs.	Daily bank balance reports and completion of test draws arriving in appropriate bank account.	Complete. Monitoring is on-going.	Monthly bank reconciliations are provided to GDOE.
	Confirm that reimbursement requests are supported by appropriate documentation and documentation is maintained for an appropriate period of time.	Monthly report showing grant status by organization, school or program	Complete.	On-going.
	Confirm that account balances are monitored to prevent the failure to timely obligate and liquidate funds and prevent the lapsing of funds.	Grant award status report and monthly reporting	Initial - Jan 10, 2011 And continuing to monitor for effectiveness	On-going.
Procurement operations and systems	Detailed specification of internal control standards and process improvement actions required by CCAP	Checklist of procurement procedure changes to be implemented	Initial - Jan 31, 2011 And continuing to monitor for effectiveness **2012-13** Worked collaboratively with GDOE Supply Management to improve procurement processes	On-going. **2016-17** Update internal control associated with CCAP and other policies and procedures.

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
	Establish contacts and working relationships with prospective vendors that can provide goods and services that GDOE needs under the grants. Enter into contracts with vendors on behalf of GDOE, and, in doing so, must comply with the provisions for procurement.	Review of an authorized vendors list and monthly tracking of procurement actions	Initial - Nov 15, 2010 Continuing to monitor for effectiveness **2012-13** Assisted GDOE in improving overall supplier management processes	Have established numerous relationships with technology and other key vendors based upon planned procurements in grants. Participate in vendor management activities as appropriate. **2016-17** Identify and document improved practices related to supplier management.
	Establish procurement processes and system functions	Publication and external auditor verification of compliance with SOPs	Initial - Jan 31, 2011 **2014-15** Supported enhancements in procurement activities through updates to SOPs based upon organizational, systems and potential compliance requirements.	Complete.
Fixed Assets /Inventory systems	Detailed specification of internal control standards and process improvement actions required by CCAP	Checklist of fixed assets procedure changes to be implemented.	Jan 31, 2011 **2014-15** BMI Scanner workshops and training sessions via web-conferencing were conducted by GDOE's Supply Management	On-going. **2016-17** TPFA's continued use of scanners in support of inventory and fixed assets

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
			Administrator, Tyler Technologies, and BMI. Training included all GDOE warehouse and property management personnel with attendance and assistance from TPFA.	
	Continued oversight of federal funded procurement and inventory, oversee the management of all tangible personal property procured under the grants by the GDOE in accordance with the requirements	Fixed assets inventory reconciliation report	**2014-15** Worked with GDOE to align FA approaches and provide integration with the FMIS FA module.	**2016-17** – Provide ongoing management through the FA module and coordinate with GDOE's FMIS and FA management approach to support transition of data and technical approach.
	Transition to decentralized warehouse management and receiving	Training and operational procedures at school level	August- Jan 31, 2014 **2014-15** Review of receiving operations at school level. Procedures, training and operational practices introduced and implemented across GDOE.	
	Detailed specification of internal control standards and	Checklist of records management procedure changes to be implemented	**2016-17** Work with GDOE Internal Audit team to	Ongoing population of TPFA deliverables repository. Materials are

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
Records Management	process improvement actions required by CCAP		improve internal controls and identify risk areas.	updated as standard operating procedures, training documents and other materials are implemented or revised.
	Appropriate records management in compliance with EDGAR requirements and that supporting documentation is maintained for an appropriate period of time. This includes the entry of electronic copies of all supporting documentation into the integrated software system so that it is readily available for audit and or inquiry by various parties including GDOE executive and program offices.	Compliant financial transaction files	Dec 31, 2010, as inclusion in the training materials for GDOE MUNIS users and continuing to monitor for effectiveness.	Electronic record storage will be implemented as part of the FMIS system.
Reporting	Conduct reconciliations on a monthly and quarterly basis.	Reconciliation Reports Monthly and Quarterly	Complete	On-going.
	Define other custom reports as necessary to support operations.	Special reports and analyses	Initial - Sep 15, 2011 Continuing to monitor for effectiveness	On-going.
	Program management reporting - Standard monthly reporting will track status of performance results as well as operating information on	Issue memos or emails; monthly program management reports	Monthly	**2016-17** Continue to produce status reports and review with Federal Programs and management.

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
	draw downs, procurement status and other pre-defined status indicators. Reporting will also identify any performance risks and issues. Informal, timely information exchange will also occur to share information, resolve issues and address operational concerns.			
Performance Improvements	Identified opportunities to streamline processes and increase operational efficiency and improve internal controls.	Provide leadership and support to update all SOPs based upon process changes as part of the FMIS implementation effort	Sept 2013-February 2014	**2014-15** Reviewed fiscal controls and updated SOPs to reflect changes associated with FMIS implementation and identify opportunities to improve performance and compliance.
Procurement Support as an added function	Draft procurement document templates that comply with ARRA and other federal requirements.	Accepted by GDOE Office of Supply Management	Complete. **2014-15** Review required updates and set forth an appropriate schedule for delivery	Complete. Providing additional procurement support and template-updating as necessary.
	Augment supply management staff as needed to ensure obligation of expiring grants funds.	Provide additional staffing for surge support for end of year processing.	**Summer 2014** Provided increased staffing as needed to support increased procurement activities.	**2016-17** Review opportunities to improve small procurement and services contracts to

Performance Area	Activities	Final Evidence of Completion	Schedule Based upon Updated Performance Plan	Accomplishments To Date and Planned
				increase efficiency of procurement processes.
Local Implementation Support	Facilitate working sessions and provide project management and technical support to address operational risk areas in support of transitioning off high risk status with the U.S. Department of Education. Review of GDOE organizational structure to include human capital assessment.	Project plan, action plan, tracking (activities reports) and support for managing development of a business case. Activities report to include recommendations of best practices on organizational structure, financial operations and staff development.	**2013 – 14** Provided leadership to support goal setting, tracking, and project management. Developed activities reports per functional area identifying target capabilities and gaps.	**2015-16** Continued to expand activities reports and performed tracking based upon GDOE performance against targeted capabilities. **2016-17** Transitioned activities reports and tracking to GDOE personnel. Expanded transition reporting to include activities required for transfer of control from TPFA to GDOE. Report to be submitted to USDOE for review and approval.
Indirect Cost Analysis	Support development of the indirect cost package for submission to U.S. Dept of Education and Interior.	Package for submission and analytical cost model as well as training for GDOE personnel on how to apply	**2015-16** Transitioned analytical cost model and submission of IDC rate package to GDOE	Received approval of restricted rates for FY17 and FY18 from U.S. Department of Interior.

			personnel. Performed training and provided recommendations to GDOE personnel on application of rates.	
Internal Audit Interim Support	Support development and application of the Management Internal Control (MIC) Plan and identification, evaluation and implementation of appropriate internal controls in SOPs.	Updated MIC and ongoing support, SOP review and development support, and involvement in other internal audit responsibilities as agreed.		Reviewed departmental SOPs and provided recommendations for improvements.
Optional Tasks	To be reviewed based upon GDOE's requirements.			
Facilities Management Planning and Operational Support	Provide leadership support from a Superintendent's viewpoint	Operational performance measures and facilities management guidance	**2013-14** Tom Brady visited GDOE schools and warehouse to assess current facilities. Subsequently, he met with Superintendent Fernandez to discuss long-range facilities planning.	Completed.
Budget Diagnostic	Conduct a Department wide budget analysis to determine opportunities for cost control, implement budget policies &	Budget presentation, budget financial model, draft policies and procedures		Not Started per direction of the Superintendent.

	practices to support sustained management and control.			

Immediate Areas Requiring GDOE/TPFA Attention

The following critical activities and actions require attention:

- A&M to continue working with the GDOE to assist them in their development of an overall transition of services strategy.
- GDOE to work toward finalizing the remaining implementation action items for the FMIS.
- GDOE should continue to work to address security concerns at both the warehouse and school sites.
- GDOE federal programs team to address veracity of time distribution reports to ensure accurate and fair allocation of time to federal activities.
- GDOE federal programs team and program directors should review prior period payroll error reports to expedite payroll reimbursement for items previously considered as errors.

[i] Note: In this report, we use "TPFA" when we are referring to work performed as part of our contract in accordance with the statement of work and "A&M" when referring to out of scope work.

GUAM DEPARTMENT OF EDUCATION
Unaudited Statement of Revenues, Expenditures, and Encumbrances for Fiscal Year 2017
July 31, 2017

A	B	C	D	E	F	G	H	I	J
FY 2016 GDOE Appropriation	Original Appropriation	Adjustments	Total Appropriations /1 (B + or - C)	BBMR Unallotted Balances	BBMR Release	GDOE Expenditures	GDOE Encumbrances	Available Balance (F - G - H)	Cash Received
General Fund - Operations	200,177,066	-	200,177,066	28,990,970	171,186,096	161,114,177	2,483,702	7,588,218	166,688,001
Textbooks	1,500,000	-	1,500,000	-	1,500,000	147,128	142,763	1,210,110	152,994
Chamoru Studies	401,207	-	401,207	56,398	344,809	239,409	3,509	101,892	-
Y'Kuentan Salappe Prinsepat	1,081,000	-	1,081,000	-	1,081,000	438,628	407,908	234,463	160,918
1st Generation Trust Fund	100,000	-	100,000	-	100,000	-	-	100,000	100,000
Guahan Academy Charter School	2,245,112	-	2,245,112	2,245,112	-	-	-	-	-
iLearn Academy Charter School	224,124	-	224,124	224,124	-	-	-	-	-
subtotal	205,728,509	-	205,728,509	31,516,604	174,211,905	161,939,342	3,037,881	9,234,682	167,101,913
SPECIAL REVENUE FUNDS									
TEFF-GDOE Operations	15,950,831	-	15,950,831	-	15,950,831	12,809,887	2,227,223	913,720.90	9,715,313
PLRF - Public Library Resources Fund	907,668	-	907,668	151,278	756,390	269,452	243,639	243,298.38	539,823
HHF - Interscholastic Sports Fund /7	520,000	-	520,000	-	520,000	449,049	42,612	28,339.23	335,000
HHF - Busing /7	92,000	-	92,000	-	92,000	92,000		-	46,000
HHF - Health & Physical Education	279,754	-	279,754	-	279,754	264,211	3,517	12,026	139,877
SPORTS FACILITY (LIMITED GAMING)	633,936		633,936	-	633,936	32,746	105,211	495,980	227,500
School Meals Cash Collection /2	1,095,091	-	1,095,091	-	-	-	-	-	-
subtotal /3	19,479,280	-	19,479,280	151,278	18,232,911	13,917,345	2,622,202	1,693,364	11,003,513
TOTAL GDOE APPROPRIATION /1	225,207,789	-	225,207,789	31,667,882	192,444,816	175,856,686	5,660,084	10,928,046	178,105,426
GENERAL BOND OBLIGATIONS	26,135,977		26,135,977	-	-	25,863,545	-	272,432	23,756,550
TEFF - JFK MAINT. & CAP. Add'l Rent /4	1,568,000	-	1,568,000	-	1,568,000	1,568,000	-	-	1,568,000
ADEQUATE EDUCATION TRUST /6	106,217	89	106,306	-	-	33,225	-	73,081	106,306
FEDERAL GRANTS /5	102,257,947	-	102,257,947	-	-	47,123,456	16,767,593	38,366,898	43,754,332

NOTES

/1 Report based on current year funding activities. As of July 2017, cash allotment balances owed to GDOE totaled $14,339,390

/2 School Meals Collection is $1,095,091 due to significant decrease of the implementation of Community Eligibility Program (CEP) for 27 pilot schools.

/3 School Lunch/Child Nutrition Meals Reimbursements, which is included in Federal Grants

/4 JFK Capfa payment of $1,568,000 in rental payment, was recorded against TEFF - GDOE Operations account on behalf of GDOE.

/5 USDOE Accounts Receivable is $1,752,127 (Payroll $1,630,571; Travel is $121,556)

/6 Adequate Education Trust Account indicated a balance of $106,306(adjustment due to interest).

/7 Combined total for HHF $612,000 (includes Interscholastic Sports and Busing)

Source: Unaudited Financial Statements
Prepared by: Lourdes R. Perez, Comptroller
Date: 08/03/17

Guam Department of Education
14 Points Report
July 31, 2017

14 POINTS	DESCRIPTION	YTD EXPENDED	ENCUMBRANCES	TOTAL
01	CERTIFIED TEACHERS	95,641,950	-	95,641,950
02	CERTIFIED PROFESSIONAL ADMINISTRATORS	8,482,020	-	8,482,020
03	CERTIFIED GUIDANCE COUNSELORS	4,474,300	-	4,474,300
04	CERTIFIED SCHOOL HEALTH COUNSELORS	2,844,092	-	2,844,092
05	CERTIFIED ALLIED HEALTH PROFESSIONALS	391,663	-	391,663
06	AIR CONDITIONED OR PROPERLY VENTILATED CLASSROOMS	1,011,622	239,255	1,250,877
07	POTABLE WATER	3,072,756	-	3,072,756
08	RELIABLE ELECTRICITY	10,547,412	-	10,547,412
09	PROPER SANITATION	2,586,458	818,132	3,404,589
10	TEXTBOOK, WORKBOOKS	35,730	142,763	178,493
11	LIBRARIES	2,417,767	243,639	2,661,406
12	HEALTHFUL, SAFE SANITARY LEARNING ENVIRONMENT	5,774,082	674,160	6,448,241
13	180 INSTRUCTIONAL DAYS	38,351,829	3,542,135	41,893,965
14	REGULAR, TIMELY SCHOOL BUS TRANSPORTATION	225,004	-	225,004
Grand Total		**175,856,686**	**5,660,084**	**181,516,770**

Guam Department of Education
Direct Deposit Report for July 2017

Location	Work Location	PPE 07/08/17	PPE 07/22/17	Employee Count 07/25/17	Percent at 07/25/17
301	AGANA HEIGHTS ELEMENTARY	36	36	46	78.26%
302	M.A. SABLAN ELEMENTARY	49	48	52	92.31%
303	B.P. CARBULLIDO ELEMENTARY	50	53	53	100.00%
304	C.L. TAITANO ELEMENTARY	57	59	65	90.77%
306	FINEGAYAN ELEMENTARY	78	78	80	97.50%
307	H.S. TRUMAN ELEMENTARY	49	50	48	104.17%
308	J.M. GUERRERO ELEMENTARY	56	55	59	93.22%
309	INARAJAN ELEMENTARY	28	29	30	96.67%
311	J.Q. SAN MIGUEL ELEMENTARY	60	61	64	95.31%
312	L.B. JOHNSON ELEMENTARY	32	30	31	96.77%
313	M.A. ULLOA ELEMENTARY	61	59	66	89.39%
314	M.U. LUJAN ELEMENTARY	58	58	60	96.67%
315	MERIZO MARTYRS ELEMENTARY	28	28	28	100.00%
316	ORDOT/CHALAN PAGO ELEMENTARY	56	56	59	94.92%
317	P.C. LUJAN ELEMENTARY	45	44	59	74.58%
318	H.B. PRICE ELEMENTARY	67	66	71	92.96%
319	TALOFOFO ELEMENTARY	32	31	33	93.94%
320	TAMUNING ELEMENTARY	54	55	62	88.71%
321	UPI ELEMENTARY	60	62	67	92.54%
322	WETTENGEL ELEMENTARY	70	68	71	95.77%
323	D.L. PEREZ ELEMENTARY	71	69	74	93.24%
324	CHIEF BRODIE ELEMENTARY	34	35	37	94.59%
325	ASTUMBO ELEMENTARY	55	55	59	93.22%
327	MACHANANAO ELEMENTARY	36	36	40	90.00%
328	LIGUAN ELEMENTARY	50	50	58	86.21%
329	ADACAO ELEMENTARY	48	49	53	92.45%
430	A.I. JOHNSTON MIDDLE	68	68	77	88.31%
431	V.S.A. BENAVENTE MIDDLE	83	83	101	82.18%
432	F.B. LEON GUERRERO MIDDLE	89	91	99	91.92%
433	INARAJAN MIDDLE	55	54	55	98.18%
434	JOSE L.G. RIOS MIDDLE	70	69	78	88.46%
435	L.P. UNTALAN MIDDLE	91	90	106	84.91%
436	OCEANVIEW MIDDLE	44	46	61	75.41%
437	ASTUMBO MIDDLE	59	60	66	90.91%
438	J.P. TORRES ALTERNATIVE	38	39	43	90.70%
471	GEORGE WASHINGTON HIGH	107	108	129	83.72%
472	JOHN F. KENNEDY HIGH	122	123	136	90.44%
473	SIMON A. SANCHEZ HIGH	117	117	129	90.70%
474	SOUTHERN HIGH	90	89	118	75.42%
475	OKKODO HIGH	96	96	106	90.57%
476	TIYAN HIGH	75	73	86	84.88%

Guam Department of Education
Direct Deposit Report for July 2017

Location	Work Location	PPE 07/08/17	PPE 07/22/17	Employee Count 07/25/17	Percent at 07/25/17
810	BOARD OF EDUCATION	3	3	8	37.50%
811	SUPERINTENDENT OF EDUCATION	21	19	19	100.00%
812	FEDERAL PROGRAMS	20	13	12	108.33%
815	RESEARCH, PLANNING & EVAL	1	1	1	100.00%
816	FIN, STUDENT & ADM INFO SYS	15	15	16	93.75%
819	LEARNING RESOURCE CENTER	1	1	1	100.00%
820	CURRICULUM & INSTRUCTION	33	32	33	96.97%
821	CHAMORRO STUDIES	7	7	6	116.67%
822	FINANCIAL AFFAIRS	30	30	30	100.00%
823	HUMAN RESOURCES	14	14	16	87.50%
824	FACILITIES & MAINTENANCE	49	47	66	71.21%
825	STUDENT SUPPORT SERVICES	17	17	19	89.47%
826	FOOD NUTRITION SERVICE	10	16	16	100.00%
828	SUPPLY MANAGEMENT	20	20	22	90.91%
831	HEADSTART	45	33	67	49.25%
840	EDUCATION SUPP & COMM LEARN	36	40	44	90.91%
850	SPECIAL EDUCATION	134	134	177	75.71%
998	MILITARY LEAVE OF ABSENCE	-	-	12	0.00%
999	LONG TERM DISABILITY	-	-	15	0.00%
	TOTALS	2,980	2,968	3,395	87.42%
	EMPLOYEES PAID	3,179	3,161		
	PERCENT DIRECT DEPOSIT	93.74%	93.89%		

Counts in the PPE column include employees who are physically at the school or division but are charged elsewhere causing some percentages to go over 100%.

School: District Office **Term:** 17-18 Year

Parent/Student Access Statistics

07/01/2017 - 07/31/2017

District Office

Parent/Student Mobile App Stats	
Total sign ins by parents:	3,150
Total sign ins by students:	8,964
Total sign ins by parents and students combined:	12,114
Number of students whose records were accessed:	3,511 / 27,479 (12.78%)
Avg. number of parent sign ins per day:	101.61
Avg. number of student sign ins per day:	289.16
Avg. number of parent and student sign ins per day combined:	390.77

Parent/Student Web Portal Stats	
Total sign ins by parents:	1831
Total sign ins by students:	3631
Total sign ins by parents and students combined:	5462
Number of students whose records were accessed:	2239 / 81 (2764.1%)
Avg. length of parent visit (minutes):	5.6
Avg. length of student visit (minutes):	-1.6
Avg. number of parent sign ins per day:	59.1
Avg. number of student sign ins per day:	117.1
Avg. number of parent and student sign ins per day combined:	176.2

Progress Reports Emailed to Parents	
Number of parents signed up to receive progress reports via email:	2140 (26.5%)
Number of reports sent out during specified period:	--

Doc. No. 34GL-17-0903.

GDOE FSAIS Helpdesk Tickets by Location
For the Month of July 2017

Location	Closed	Open	Grand Total	% of Total
ADACAO ES	6	2	8	1.50%
AGANA HEIGHTS ES	7	1	8	1.50%
AGUEDA I. JOHNSTON MS	33	2	35	6.57%
ASTUMBO ES	5	2	7	1.31%
ASTUMBO MS	3	1	4	0.75%
BALTAZAR P. CARBULLIDO ES	2	2	4	0.75%
BUDGET OFFICE		1	1	0.19%
CAPTAIN HENRY B. PRICE ES	8	3	11	2.06%
CARLOS L. TAITANO ES	6	7	13	2.44%
CHAMORRO STUDIES	1		1	0.19%
CHIEF BRODIE MEMORIAL ES	5	3	8	1.50%
CURRICULUM & INSTRUCTION	6	4	10	1.88%
DANIEL L. PEREZ ES	3	2	5	0.94%
EDUCATIONAL SUPPORT & COMMUNITY LEARNING	7		7	1.31%
F.S.A.I.S.	3	2	5	0.94%
FACILITIES & MAINTENANCE	2	5	7	1.31%
FEDERAL PROGRAMS	2	3	5	0.94%
FINANCIAL AFFAIRS	14	13	27	5.07%
FINEGAYAN ES	5		5	0.94%
FOOD NUTRITION SERVICES	2		2	0.38%
FRANCISCO B. LEON GUERRERO MS	9	9	18	3.38%
GEORGE WASHINGTON HS	13	5	18	3.38%
GUAM EARLY INTERVENTION SERVICES (GEIS)	1	2	3	0.56%
GUAM EDUCATION POLICY BOARD	1		1	0.19%
HARRY S. TRUMAN ES	2		2	0.38%
HEAD START PROGRAM	1	1	2	0.38%
INARAJAN ES	1		1	0.19%
INARAJAN MS	3	4	7	1.31%
INTERNAL AUDIT	2	2	4	0.75%
J. P. TORRES ALTERNATIVE	3	3	6	1.13%
JOHN F. KENNEDY HS	16	12	28	5.25%
JOSE L.G. RIOS MS	10	7	17	3.19%
JUAN M. GUERRERO ES	3	2	5	0.94%
JUAN Q. SAN MIGUEL ES	4	2	6	1.13%
LIGUAN ES	4		4	0.75%
LUIS P. UNTALAN MS	7	8	15	2.81%
LYNDON B. JOHNSON ES	3	3	6	1.13%
MACHANANAO ES	4	1	5	0.94%
MANUEL U. LUJAN ES	6	2	8	1.50%
MARCIAL A. SABLAN ES	4	1	5	0.94%
MARIA A. ULLOA ES	4	5	9	1.69%
MERIZO MARTYRS MEMORIAL ES	4	4	8	1.50%
OCEANVIEW MS	2	1	3	0.56%
OKKODO HS	3	2	5	0.94%

GDOE FSAIS Helpdesk Tickets by Location
For the Month of July 2017

Location	Closed	Open	Grand Total	% of Total
ORDOT/CHALAN PAGO ES	3	1	4	0.75%
PAYROLL SERVICES DIVISION		1	1	0.19%
PEDRO C. LUJAN ES	4	1	5	0.94%
PERSONNEL SERVICES DIVISION	5	3	8	1.50%
RECEIVING WAREHOUSE	1		1	0.19%
RP&E	1		1	0.19%
SIMON A. SANCHEZ HS	6	9	15	2.81%
SOUTHERN HS	12	6	18	3.38%
SPECIAL EDUCATION	3		3	0.56%
STUDENT SUPPORT SERVICES	2	1	3	0.56%
SUPERINTENDENT'S OFFICE	6	2	8	1.50%
SUPPLY MANAGEMENT	3	7	10	1.88%
TALOFOFO ES	2		2	0.38%
TAMUNING ES	9	6	15	2.81%
TIYAN HS	7	6	13	2.44%
UNSPECIFIED	18	29	47	8.82%
UPI ES	2	5	7	1.31%
VICENTE S.A. BENAVENTE MS	7	2	9	1.69%
WETTENGEL ES	3	1	4	0.75%
Grand Total	324	209	533	100.00%

GDOE FSAIS Helpdesk Tickets by Category
For the Month of July 2017

Category	Closed	Open	Grand Total	% of Total
EMAIL	3		3	0.56%
HARDWARE INSTALLATION	3	4	7	1.31%
INTERNET ACCESS PROBLEM	5	9	14	2.63%
LAPTOP		2	2	0.38%
MOBILE CART	31	5	36	6.75%
OTHER	61	48	109	20.45%
PASSWORD RESET	50	8	58	10.88%
PRINTER		1	1	0.19%
RE-IMAGE	7		7	1.31%
REPORT/FILE	13	4	17	3.19%
SECURITY MANAGEMENT FORM	32	23	55	10.32%
SOFTWARE INSTALLATION	12	9	21	3.94%
SURVEY COMPUTERS		2	2	0.38%
TELEPHONE PROBLEM	2	5	7	1.31%
TRANSCRIPT REQUEST	12	5	17	3.19%
TROUBLESHOOT	76	67	143	26.83%
UNSPECIFIED	1	3	4	0.75%
WIFI PROBLEM	1	2	3	0.56%
WORKFLOW	9	4	13	2.44%
XEROX	6	8	14	2.63%
Grand Total	324	209	533	100.00%

Pacific System Trouble Ticket Log
For the Month of July 2017

BREAKFIX

TROUBLE TICKET OPEN		Trouble Ticket Number	Reported Issue	School Site	Location (Room No. / School Wing	TROUBLE TICKET CLOSED	
Date	Time					Date	Time
6/28/2017	16:03	11705	RELOCATE UPS	FB LEON GUERRERO MS	MDF	7/31/2017	8:35
7/3/2017	16:20	11712	UPS BATTERY REPLACEMENT	JM GUERRERO ES	MAIN OFFICE		
7/3/2017	16:20	11712	Replace Tripplite Batteries	JM Guerrero ES	Main Office		
7/10/2017	16:09	11716	Tripplite Not Powering On	FB Leon Guerrero MS	RM 3 IDF	7/11/2017	15:05

TICKETS OPENED IN MONTHS OTHER THAN JULY
OPEN TICKETS IN JUNE REPORT THAT HAVE BEEN CLOSED

TOTAL NUMBER OF TICKET(S) OPEN:	**2**
TOTAL NUMBER OF TICKET(S) CLOSED:	**2**

SHORETEL

TROUBLE TICKET OPEN		Trouble Ticket Number	Reported Issue	School Site	Location (Room No. / School Wing	TROUBLE TICKET CLOSED	
Date	Time					Date	Time
6/22/2017	10:58	11698	PHONE CONFIGURATION	LIGUAN ES		7/11/2017	14:20
7/10/2017	9:02	11715	SD Changes	GDOE	FSAIS	7/11/2017	14:31
7/17/2017	10:49	11721	Update Name and Reset VM	John F Kennedy HS		7/17/2017	15:28
7/20/2017	8:52	11724	Move Extension	LP Untalan MS	Untalan MS - Extension movement request	7/25/2017	14:15
7/28/2017	8:37	11732	Change IP	GDOE		7/28/2017	8:37
7/28/2017	8:55	11733	All Phones Ring for Incoming Calls	GDOE	Maintenance	7/29/2017	18:14
7/28/2017	9:43	11734	Add New User	GDOE		7/28/2017	11:12

OPEN TICKETS IN JUNE REPORT THAT HAVE BEEN CLOSED

TOTAL NUMBER OF TICKET(S) OPEN:	**0**
TOTAL NUMBER OF TICKET(S) CLOSED:	**7**

WARRANTY CLAIMS

TROUBLE TICKET OPEN		Trouble Ticket Number	Reported Issue	School Site	Location (Room No. / School Wing	TROUBLE TICKET CLOSED	
Date	Time					Date	Time
6/26/2017	9:03	11700	LAPTOP FOR REPAIR	GDOE	FSAIS	7/25/2017	16:41

OPEN TICKETS IN JUNE REPORT THAT HAVE BEEN CLOSED

TOTAL NUMBER OF TICKET(S) OPEN:	**0**
TOTAL NUMBER OF TICKET(S) CLOSED:	**1**

Pacific System Trouble Ticket Log
For the Month of July 2017

TELECOMMUNICATIONS

TROUBLE TICKET OPEN		Trouble Ticket Number	Reported Issue	School Site	Location (Room No. / School Wing	TROUBLE TICKET CLOSED	
Date	Time					Date	Time
4/12/2017	16:06	11629	Check Pair Gain	HS Truman ES			
6/29/2017	11:47	11708	Check Pair Gain	FB Leon Guerrero MS			
7/11/2017	15:49	11717	Phones Down	Liguan ES	Main Office	7/17/2017	14:55
7/17/2017	9:20	11719	Phone Down	LP Untalan MS	Untalan MS - Phone line in Rm D104 not working	7/18/2017	17:21
7/17/2017	9:22	11720	Phone Down	Tamuning ES	Tamuning ES - x2578 Main Office Not working	7/19/2017	11:24
7/17/2017	15:26	11722	Phones Down	MU Lujan ES		7/28/2017	9:13
7/17/2017	15:27	11723	Phone Down	PC Lujan ES		7/18/2017	17:19
7/20/2017	10:32	11725	Phones Down	GDOE	SPED Main Office	7/31/2017	8:36
7/20/2017	11:16	11726	Phone Down	LP Untalan MS	Untalan MS - Rm D107 not working	7/24/2017	15:48
7/25/2017	13:46	11727	Phones Down	Liguan ES	Main Office	8/1/2017	9:09
7/26/2017	12:22	11728	Inet Circuit Interruption	GDOE			
7/26/2017	14:30	11729	Phone Down	Simon Sanchez HS	Elevator	8/1/2017	9:06
7/26/2017	14:32	11730	Phone Down	Finegayan ES	Elevator	7/31/2017	8:38
7/26/2017	14:34	11731	Phone Down	Inarajan MS	Elevator	7/27/2017	15:58
7/28/2017	9:55	11735	Phones Down	MU Lujan ES	Main Office	8/1/2017	9:07
7/28/2017	13:34	11736	Phones Down	BP Carbullido ES	Main Office	8/2/2017	8:42
7/31/2017	10:15	11737	Phones Down	Southern HS		7/31/2017	15:11
7/31/2017	13:58	11738	Phones Down	Okkodo HS	Main Office		
7/31/2017	14:00	11739	Phones Down	LP Untalan MS	Untalan MS - Nurse & Principal's phones not working	8/2/2017	8:35
7/31/2017	16:30	11740	Phone Issues	GDOE	SPED Admin Office	8/4/2017	15:30
8/2/2017	9:08	11741	Phone Down	George Washington HS	Elevator	8/4/2017	8:45
8/2/2017	15:06	11742	D Channel Issues	BP Carbullido ES			
8/3/2017	11:26	11743	Phone Issues	Adacao ES		8/4/2017	10:58
8/7/2017	9:04	11744	Phones Down	Okkodo HS	Main Office	8/7/2017	9:06
8/7/2017	9:15	11745	Phones Down	Tamuning ES	Tamuning ES - Rm C211, A107, & C110 phones down		
8/7/2017	10:14	11746	Phone Down	Agueda Johnston MS	Main Office		

TICKETS OPENED IN MONTHS OTHER THAN JULY

TOTAL NUMBER OF TICKET(S) OPEN:	**7**
TOTAL NUMBER OF TICKET(S) CLOSED:	**19**

Guam Department of Education Docomo Trouble Tickets
For the Month of July 2017

Ticket Number	School Name	Ticket Date Created	Ticket Date Resolved	Status	Issue Reported	Ticket Comment
30171	L.P. Untalan MS	2/27/2017	7/3/2017	Resolved	B-Wing - IDF Down	asset tag has been verified and testes tripp lite. please see attached
30177	Southern HS	3/7/2017		In Progress	Library - Xerox Network Drop	update on fax data line issue, could not verify if line has been replaced due to no key to enter library, and ROTC wasn't available either. will double back on another day.
30186	Merizo ES	3/27/2017	7/3/2017	Resolved	Room E3 - IDF 4	During Brocade upgrade, confirmed IDF online and fully operational.
30187	Upi ES	3/27/2017		FSAIS	B-Wing - IDF Down	Confirmed New UPS installed at site. Please see attached pictures of tests and serial number. Now pending Asset tag on new UPS from FSAIS.
30210	M.A. Ulloa ES	4/27/2017		FSAIS	Brocade Unreachable - IDF6 - Room 302	FSAIS Escalation: Checked IDF 6 to verify if asset tag placement has been corrected. Tag is currently placed on PDU unit and not on UPS. Please advise if ticket can be closed or if asset tag placement correction is still required. Please see images attached.
30228	Southern HS	5/18/2017	7/26/2017	Resolved	ROTC Armory - IDF Outage	Power to the IDF has been repaired.
30236	Simon Sanchez HS	5/30/2017	7/3/2017	Resolved	Brocade Unreachable - IDF6 - ROTC	Batteries replaced by PDS and UPS is back online. Please see attached PDS work order for additional notes.
30240	Agana Heights ES	6/6/2017	7/3/2017	Resolved	Library IDF Down	Visited site and to verify the library IDF connection due to last visit it showing down to electrical maintenance. Equipment up and running attached images show the test connection and status

Guam Department of Education Docomo Trouble Tickets
For the Month of July 2017

Ticket Number	School Name	Ticket Date Created	Ticket Date Resolved	Status	Issue Reported	Ticket Comment
30244	Astumbo MS	6/19/2017	7/3/2017	Resolved	IDF Outage - IDF D	Batteries replaced on UPS. Please see attached PDS work order for additional information.
30245	Chief Brodie ES	6/19/2017	7/3/2017	Resolved	IDF Outage - Room 14	idf was unplugged. plugged in and idf up and running.
30247	Upi ES	6/19/2017	7/26/2017	Resolved	IDF Outage - Fast Track 5	No issues found with IDF and UPS. Temporary loss of service might be due to power outage or cleaning.
30248	H.S. Truman ES	6/20/2017	7/3/2017	Resolved	IDF Outage - IDF 3	Batteries replaced on UPS. Please see attached PDS work order for additional information
30249	J.M. Guerrero ES	6/26/2017		PDS	MDF Down	Tripplite UPS Status: Inoperable Model no. SU3000RTXL2U Series no. AGAB3000 Serial no. 2218VW0PS704800149 Asset Tag no. 127615
30250	F.B. Leon Guerrero MS	6/27/2017	7/26/2017	Resolved	WAN Link - MDF Down	PDS Escalation update: Work has been completed. Please see attached PDS work order for work details.
30251	F.B. Leon Guerrero MS	6/28/2017	7/26/2017	Resolved	IDF Outage - Room D3	PDS Escalation update: PDS did not find any issues with UPS. Please see work order attached for more details.
30252	Finegayan ES	7/17/2017	7/17/2017	Resolved	No Internet At Wall Port	No issues. Plugged in my computer and connectivity was established. Did not find any issues. Confirmed with teacher connectivity all is working good.

Guam Department of Education Docomo Trouble Tickets
For the Month of July 2017

Ticket Number	School Name	Ticket Date Created	Ticket Date Resolved	Status	Issue Reported	Ticket Comment
30253	P.C. Lujan ES	7/17/2017	7/31/2017	Resolved	Room 3 - Internet Connectivity Issue	Please close ticket. The issue was escalated to G4S to replace IMO plate cover. G4S was able to resolve issue. Thank you. Dave
30254	Chief Brodie ES	7/20/2017		Customer Reply	IDF Outage - Room 14	Chief Brodie Rm 14 received a power issue that damage the ext cord that was connected to the outlet. They are working with Maintenance to test the power.Please see attach photos provided by the school.
30255	Inarajan MS	7/20/2017		New	IDF Outage - IDF 1 Cafeteria	BNA shows that Brocade switch at IDF 1 Cafeteria is not reachable.
30258	Liguan ES	7/31/2017	7/31/2017	Resolved	No Internet - Some parts of Main office	No issues found with LAN connectivity. Ms. Nancy was not in the office at the time, but Ms. Rose told us that issue was with Shoretel phones. We checked the lines on four phones, 2 were already working, while the other 2 had the lines on the phone reversed.
30259	J.P Torres Alternative	7/31/2017		In Progress	No Internet - Rooms 21 and 22	Visited Site and found no internet connection in RM 21 and 22 due to no power from receptacle outlet. Principal said that they did a electrical upgrade previous. Advised to have electrician look into power issue. Test was conducted from back up UPS battery which had enough power to get tests results.
30260	Southern HS	7/31/2017		New	Brocade Unreachable - IDF3 WiFi	BNA is showing that IDF3 WiFi switch is unreachable.
30261	Jose L.G. Rios MS	7/31/2017		New	IDF Outage - IDF 4	Found tripplite not working plugged stright to outlet from serg protector. UPS bad.
30262	Finegayan ES	7/31/2017		New	IDF Outage - IDF AV	Finagayan back up power outlet tripped maintenance check breaker box and reset circuit idf I AV room up

Guam Department of Education - Requisitions in Progress Report
As of July 28, 2017

	Inbox	Requisition Count	Amount	Average Days Held
	GDOE MUNIS			
	AGNES A. GUERRERO	2	$ 9,116.92	89.00
P	ALYSSA R. LUJAN	40	$ 70,094.23	39.58
	ANTHONY H. CEPEDA	6	$ 12,417.79	60.00
P	BARBARA S. QUINTANILLA	19	$ 63,244.63	17.74
	CORAZON E. ELANE	2	$ 235.00	10.00
	DARLENE C. CASTRO	1	$ 660.00	2.00
	ELIZABETH ANN T. HANZSEK	1	$ 4,114.11	2.00
	GERALDINE D. QUEJADO	1	$ 365.87	36.00
B	HELEN C. LEGASPI	1	$ 353,000.00	1.00
B	ISABEL DSA. LUJAN	2	$ 118,980.60	3.00
	JIM S. REYES	1	$ 1,455.00	9.00
P	KATHRINA O. BAYSON	32	$ 2,789,330.67	72.94
	LOUTICIA SAHAGON	1	$ 8,840.00	3.00
	NANCY W. DIAZ	1	$ 216.60	31.00
P	RONALD M. V. EVARISTO	122	$ 287,288.30	67.75
	SOPHIA SN. DUENAS	3	$ 6,108.84	10.00
	VINCENT T. DELA CRUZ	2	$ 7,950.00	3.00
	YOLANDA GABRIEL	1	$ 2,358.00	18.00
	YOLINDA S. HERNANDEZ-AVILLA	8	$ 9,229.67	9.25
	Total GDOE	**246**	**$ 3,745,006.23**	**54.04**
	TPFA MUNIS			
P	A&M FINAL APPROVER	2	$ 19,246.93	9.00
	CHELSA MUNA-BRECHT	1	$ 4,000.00	1.00
P	DIANA D. GUEVARRA	10	$ 2,406,202.00	39.73
	ERIKA CRUZ	3	$ 6,856.86	10.00
F	IKE SANTOS	1	$ 202,590.00	9.00
	JOE SANCHEZ	1	$ 19,215.49	2.00
	JOSHUA BLAS/KELLY ESCUADRA	2	$ 509.35	2.00
P	KATHRYNA BAYSON	4	$ 946,694.00	120.50
P	LEGAL/CONTRACTING	11	$ 1,677,413.00	65.42
F	MARIA A. BLAZ	1	$ 141,643.48	1.00
F	MARIA A. BLAZ/ROQUE YAMASHITA	2	$ 53,647.80	3.00
F	MARIA A. BLAZ/SHANNON BUKIKOSA/ROQUE YAMASHITA	9	$ 2,912.07	2.00
	MICHELLE CAMACHO	1	$ 44,820.00	9.00
F	NORA SAWYER/SHANDICE CALANO	2	$ 2,347.20	9.50
F	RACHEL S. DUENAS/FRANKLIN CRUZ	2	$ 422.00	18.50
F	ROQUE C. YAMASHITA	1	$ 7,772.38	2.00
F	STEPHANIE CHARGUALAF	1	$ 1,253.40	2.00
P	TAMARA FLORES/HYEMI KWAK	29	$ 233,176.28	11.26
P	TAMARA S. FLORES	12	$ 996,906.00	77.00
	Total TPFA	**95**	**$ 6,767,628.24**	**31.66**
	Grand Total	**341**	**$ 10,512,634.47**	**47.81**

P = Procurement, B = Business Office, F = Federal Programs

Guam Department of Education - Requisitions in Progress Report
As of July 28, 2017

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	Grand Total	**341**	**$ 10,512,634.47**	**47.81**

P = Procurement, B = Business Office, F = Federal Programs

Doc. No. 34GL-17-0903.

GDOE MUNIS Open Purchase Order Summary Report
As of August 1, 2017

Locations	Number of Pos	Average Days Open	Total PO Amount	Total PO Balance
Adacao Elemetary	23	89.52	$ 18,092.72	$ 9,874.81
Agana Heights Elementary	11	74.73	$ 13,508.95	$ 9,823.77
Agued I Johnston Middle	16	47.31	$ 32,354.22	$ 30,006.97
Astumbo Middle	13	60.23	$ 16,541.30	$ 14,590.43
Astumbo Elementary	22	60.36	$ 28,667.64	$ 19,450.61
Audit	4	67.00	$ 423.43	$ 369.69
Board of Education	2	128.50	$ 60,479.84	$ 2,779.84
BP Carbullido Elementary	15	31.00	$ 22,495.56	$ 22,094.46
Curriculum & Instruction	10	76.10	$ 247,138.78	$ 238,327.43
Chief Brodie Elementary	4	63.25	$ 6,410.24	$ 6,410.24
Chamorro Studies	11	33.36	$ 4,690.90	$ 4,690.90
CL Taitano Elementary	14	62.50	$ 24,008.37	$ 15,303.15
DL Perez Elementary	13	42.23	$ 13,580.94	$ 6,947.51
Educational Support & Commu	9	157.67	$ 501,494.83	$ 352,995.86
Facilities & Maintenance	70	154.34	$ 6,180,354.28	$ 2,003,388.21
FB Leon Guerrero Middle	12	65.83	$ 21,962.46	$ 20,907.61
Finegayan Elementary	11	50.27	$ 17,245.22	$ 10,670.58
Financial Affairs	3	153.33	$ 2,255,916.00	$ 550,159.58
Food Nurtition Services	14	155.50	$ 14,978,538.60	$ 1,770,292.41
FSAIS	39	76.64	$ 1,764,611.95	$ 1,590,027.60
George Washington High	41	36.80	$ 62,305.65	$ 58,371.65
HB Price Elementary	9	37.33	$ 23,738.60	$ 21,545.55
HeadStart	32	42.19	$ 371,368.58	$ 353,901.71
Human Resources	7	57.29	$ 994.21	$ 324.21
Harry S Truman Elementary	11	42.27	$ 17,048.42	$ 16,306.27
Inarajan Elementary	11	40.09	$ 6,329.79	$ 4,389.39
Inarajan Middle	12	36.25	$ 12,365.57	$ 11,190.35
John F Kennedy High	28	91.14	$ 55,347.91	$ 38,932.63
Jose LG Rios Middle	21	101.76	$ 25,601.06	$ 14,842.27
JM Guerrero Elementary	8	55.50	$ 17,908.81	$ 16,681.48
JP Torres Alternative	8	93.00	$ 10,357.78	$ 4,726.91
JQ San Miguel Elementary	9	54.33	$ 7,131.17	$ 5,778.47
JROTC	3	20.00	$ 13,598.00	$ 13,598.00
Lyndon B Johnson Elementary	11	99.82	$ 12,170.11	$ 4,866.60
Liguan Elementary	6	87.83	$ 8,904.77	$ 1,709.91
LP Untalan Middle	8	85.00	$ 20,378.97	$ 8,978.97
Marcial Sablan Elementary	12	41.42	$ 12,229.08	$ 7,857.47
MA Ulloa Elementary	22	90.36	$ 15,428.96	$ 9,819.95
Machananao Elementary	7	78.43	$ 18,250.47	$ 11,505.23
Merizo Memorial Elementary	13	67.38	$ 6,701.62	$ 6,701.62
MU Lujan Elementary	15	43.53	$ 30,338.17	$ 30,338.17
Ordot Chalan Pago Elementary	16	43.06	$ 22,004.25	$ 21,844.45
Okkodo High	15	73.27	$ 47,873.43	$ 40,370.09
Oceanview Middle	5	26.80	$ 4,084.34	$ 3,610.46
PC Lujan Elementary	14	74.93	$ 15,003.01	$ 7,284.17
RP&E	1	147.00	$ 248.49	$ 12.85

GDOE MUNIS Open Purchase Order Summary Report
As of August 1, 2017

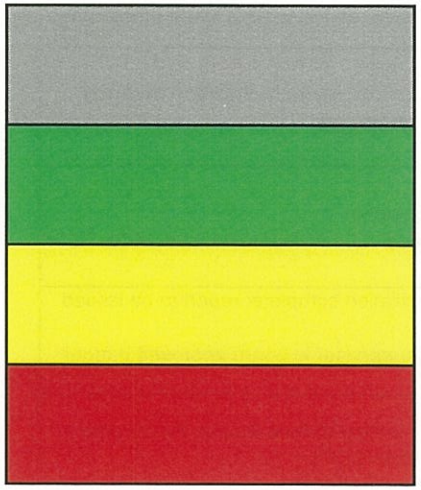
Locations	Number of Pos	Average Days Open	Total PO Amount	Total PO Balance
Southern High	23	50.26	$ 22,323.08	$ 20,896.84
Simon Sanchez High	33	61.70	$ 46,632.74	$ 30,418.47
Student Support	11	3.45	$ 2,398.56	$ 2,398.56
Superintendent of Education	6	71.33	$ 646,061.00	$ 508,075.08
Supply Management	10	84.10	$ 12,237.22	$ 9,523.02
Talofofo Elementary	13	80.46	$ 11,218.40	$ 5,511.16
Tamuning Elementary	10	37.80	$ 22,836.15	$ 17,420.57
Tiyan High	38	52.18	$ 40,204.50	$ 29,237.71
Upi Elementary	25	67.52	$ 23,945.12	$ 20,916.36
VSA Benavente Middle	29	92.86	$ 33,957.39	$ 28,738.38
Wettengel Elementary	21	67.71	$ 14,139.52	$ 10,255.82
Grand Total	880	72.49	$ 27,922,181.13	$ 8,077,992.46

TPFA MUNIS Open Purchase Order Summary Report
As of August 1, 2017

Program	Number of Pos	Average Days Open	Total PO Amount	Total PO Balance
FY14 T&FASEG				
T&FASEG	3	291.33	$ 16,717.84	$ 11,168.84
FY15 Consolidated Grant				
Career Pathway	8	368.75	$ 177,006.50	$ 51,948.38
College Pathway	37	136.97	$ 620,238.94	$ 324,306.71
Enhancing Education Thru Technology	6	242.17	$ 23,973.31	$ 11,527.14
Gifted & Talented Education	11	347.27	$ 58,257.76	$ 58,222.81
Guahan Academy	7	272.00	$ 43,012.37	$ 43,012.37
Isla - Ayudante	98	368.65	$ 484,193.09	$ 314,362.31
Isla - GIHA	15	313.47	$ 181,628.10	$ 142,379.36
LEA Technical Assistance	11	358.09	$ 974,782.00	$ 934,212.00
Second Chance	2	433.00	$ 1,663.00	$ 619.66
State Administration	4	332.75	$ 7,113.72	$ 1,814.43
Student, Parent & Community	21	326.48	$ 924,371.58	$ 705,647.09
Teacher & Administrator Effectiveness	10	320.30	$ 77,922.09	$ 7,840.43
FY15 Special Education Part B				
Assistive Technology	1	147.00	$ 599.85	$ 599.85
Audiology	10	66.00	$ 184.11	$ 184.11
Autism	4	56.75	$ 259.15	$ 259.15
Central Office	2	238.00	$ 237,077.00	$ 145,460.00
Compliance	7	204.14	$ 100,172.30	$ 90,959.80
CRT	3	66.00	$ 75.56	$ 75.56
Emotionally Handicapped	7	397.00	$ 2,040.10	$ 2,040.10
Hearing	18	119.33	$ 9,817.94	$ 4,987.94
Parent Services	4	62.75	$ 4,880.00	$ 4,880.00
Physical Therapy	7	295.71	$ 157,398.36	$ 21,914.80
Pre-School	10	66.00	$ 173.66	$ 173.66
Psychology	1	397.00	$ 937.66	$ 25.00
Speech	15	63.20	$ 2,822.26	$ 2,822.26
Transition	4	66.00	$ 78.77	$ 78.77
Transportation	10	241.20	$ 121,835.91	$ 6,811.42
Vision	1	321.00	$ 240.00	$ 40.00
FY15 Striving Readers				
Striving Readers	8	31.50	$ 42,578.00	$ 42,578.00
FY15 T&FASEG				
T&FASEG	6	126.17	$ 21,553.52	$ 8,004.38
FY16 Consolidated Grant				
Career Pathway	1	50.00	$ 812.00	$ 812.00
College Pathway	9	32.56	$ 212,714.90	$ 212,714.90
Enhancing Education Thru Technology	22	49.14	$ 208,627.00	$ 202,369.00
Gifted & Talented Education	25	67.96	$ 36,961.50	$ 36,771.50
Guahan Academy	9	41.00	$ 39,029.75	$ 39,029.75
iLearn Academy	3	50.00	$ 27,086.00	$ 27,086.00
Isla - Ayudante	170	28.76	$ 7,075.92	$ 7,075.92

Program	Number of Pos	Average Days Open	Total PO Amount	Total PO Balance
Isla - GIHA	9	67.22	$ 250,603.80	$ 231,565.64
LEA Technical Assistance	26	102.31	$ 92,397.24	$ 78,038.74
Second Chance	7	115.00	$ 896.03	$ 726.33
Student, Parent & Community	100	17.51	$ 5,150.23	$ 5,150.23
Teacher & Administrator Effectiveness	4	63.50	$ 14,421.00	$ 14,421.00
FY16 Special Education Part B				
Administration	1	50.00	$ 5,000.00	$ 4,844.00
Compliance	1	30.00	$ 12,000.00	$ 12,000.00
Occupational Therapy	1	104.00	$ 100,000.00	$ 97,198.94
Transportation	1	50.00	$ 100,000.00	$ 89,028.68
FY16 Special Education Part C				
Administration	3	316.00	$ 2,603.00	$ 435.30
Audiology	1	50.00	$ 10,000.00	$ 9,775.00
ICC	1	244.00	$ 2,208.00	$ 552.00
Physical Therapy	1	322.00	$ 155,000.00	$ 45,543.30
Transportation	1	132.00	$ 2,500.00	$ 1,643.26
FY16 T&FASEG				
T&FASEG	8	58.00	$ 237,266.86	$ 237,081.10
FY17 Special Education Part C				
Administrative Support	1	12.00	$ 299.90	$ 299.90
CSPD	1	284.00	$ 35,000.00	$ 35,000.00
I & T	1	284.00	$ 34,614.00	$ 14,231.00
Social Work	1	284.00	$ 81,303.00	$ 81,303.00
FY16 T&FASEG				
T&FASEG	3	342.33	$ 21,818.48	$ 19,329.62
Grand Total	762	142.23	$ 5,988,993.06	$ 4,442,982.44

GDOE Transition Plan
Bi-Weekly Status Report Status Key and Gantt Chart
as of July 14, 2017

Status Color	Status Interpretation
	Grey: Denotes completion. Green: Denotes progress as planned and on track to meet target completion date. Yellow: Denotes progress may be hindered if measures are not addressed and target completion date may be missed. Red: Denotes progress has stopped, immediate measures need to be taken and target completion date will be missed.

Gantt Chart

**** Blue Shaded sections reflect proposed transition work plans / periods.

**** Dates / Periods directly after the blue shaded sections denote that objective / milestone target dates have been complete. At this point it is up to the GDOE to determine if they feel as though adequate progress has been made to request reconsideration of the Special Conditions imposed by the USDOE.

GDOE Transition Plan
Executive Summary: Bi-Weekly Status Report
as of July 14, 2017

Label	Initiative Description	Leader	Previous Status	Current Status	Comments/Notes
1	Personnel Allocation/TDR and Reimbursement	Dina Lorenzo			• Weekly meetings with TPFA have been scheduled regarding the three way match.
2	FMIS	Jackie Mesa			• Summer MUNIS Training ongoing • Waiting for MUNIS feedback related to ESS leave processing
3	Internal Controls	Franklin Cooper-Nurse			• **Working on corrective action plans to address findings and management letter comments**
4	Procurement "OSM"	Carmen Taitano			• Reports and meetings ongoing • Contract manager included in board approved budget for FY18
5	Property Mgmt	Marc Pido			•Physical inventory reconciliation complete; report to be issued shortly • Request for warehouse supervisor in board approved budget for FY18 Budget
6	SOP's	Franklin Cooper-Nurse			• Internal audit working on testing of Sole Source Procurement, TDR, and SEFA Reconcilation SOPs • Accounting SOPs are being updated.
7	Indirect Costs	Jackie Mesa			• Working on completion of manual & submission of next application based on FY16 audit
8	Accounting & Accounts Payable	Lourdes Perez			• Late liquidation SOP to be updated to ensure smooth transition

Notes/Issues:

- Freeze in place on hiring of central office positions.
- Reorganization in federal programs will require tasks reassignments in some cases.

Risks (and mitigation strategies, if applicable):

- Competing priorities affect ability to meet deadlines.

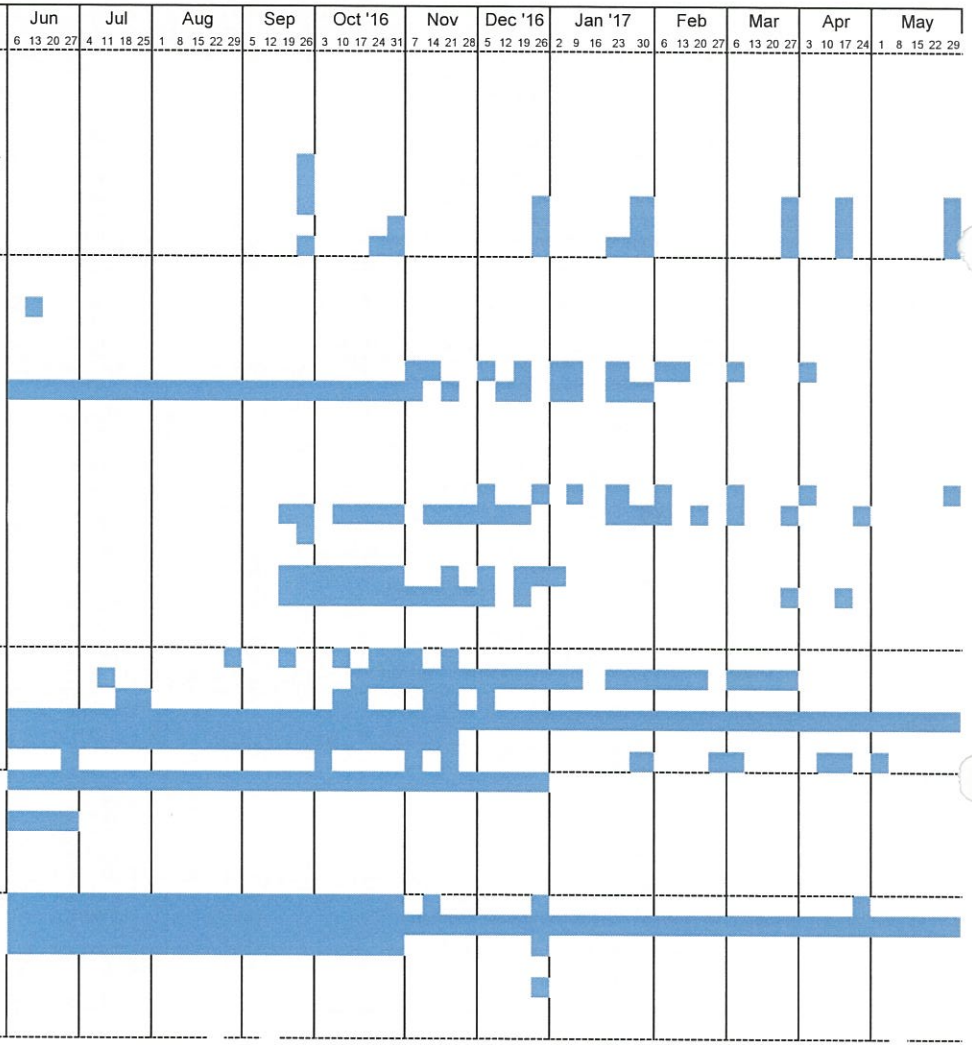
7/14/2017

Guam Department of Education

Master Transition Workplan - GANTT Summary - as of July 14, 2017

at Objective Level

Tag	Initiative	Objective	POC
1.L	Personnel Allocation/TDR and Reimbursement	Meeting with FMIS to discuss Manual TDR process to Employee Tracking System	DSNL / J. Mesa
1.M		Meeting with DSFAS on staffing list and structure of account set-up between Budget, HR and Payroll regarding Employee Time Tracker > A87	DSNL / J. Mesa
1.N		Re-Test Workflow Process	DSNL / J. Mesa
1.O		Re-Test Verification of Disadvantages	Fed Prog / Budget / HR / PR / FMIS
1.P		Re-edit TDR SOP Procedures incorporating A-87	DSNL
1.Q		Training	DSNL / J. Mesa
1.R		Personnel Allocation/TDR/Time Certification and Reimbursement	JF
2.A	FMIS	REPORTING	JPM
2.B		FINALIZE MUNIS TDR FORM	DSNL/JPM
2.C		STAFFING PATTERN REPORT	JPM
2.D		BILLING	AGM/JPM
2.E		SALARY AND BENEFIT PROJECTION	IDSAL/JPM
2.F		PURCHASE +	CTC/JPM
2.G		Employee Expense (Local Mileage)	AGM/JPM
2.H		CONTRACT MANAGEMENT (DATA)	CTC/TSA
2.I		VENDOR SELF SERVICE	CTC/TSA
2.J		ELECTRONIC BANK RECONCILIATION	HL/JPM
2.K		Build FMIS Section	JPM
2.L		Grant Master	NS/CR/JPM
2.M		ESS LEAVE REQUEST	JRSNS / AMS
2.N		PA PILOT	AMS/JPM
2.O		MUNIS STUDENT ACTIVITIES	TSA/CV
2.P		MAINTENANCE SERVICE REQUESTS	YD/JPM
2.Q		FIXED ASSETS	MP/TSA
2.R		TYLER CONTENT MANAGER (TCM)	TSA
2.S		TRANSITION	TPFA
3.A	Internal Controls	Rebuild Internal Audit Office	FCN
3.B		Risk Assessment of GDOE	FCN/JB
3.C		Develop a Three-Year Audit Plan	IAO Staff
3.D		Establish Internal Controls Framework (COSO)	Divisions
3.E		SEFA Reconciliation	LRP
3.F		Timely Completion of GDOE's Financial and Single Audit	CTC/IAO Staff
4.A	Procurement "OSM"	Rebuild/Staff Augmentation of Procurement Office	CTC/FC/LB
4.B		Training	CTC/FC/LB
4.C		Quality Control & Compliance	CTC/FC/LB
4.D		Reporting & Accountability	CTC/FC/LB
4.E		SOP's for Procurement	CTC/FC/LB
4.F		Procurement Transition	TPFA
5.A	Property Mgmt	Tagging of USDOE-funded assets	MYP
5.B		Annual Physical Inventory	MYP
5.C		Staff training on BMI software, Munis fixed assets module, computer skills.	MYP
5.D		Standard Operating Procedures	MYP
5.E		Receiving assets (warehouse & schools)	MYP
5.F		Training of property liaisons	MYP
5.G		Staff Augmentation of PMO Property Management Office	MYP

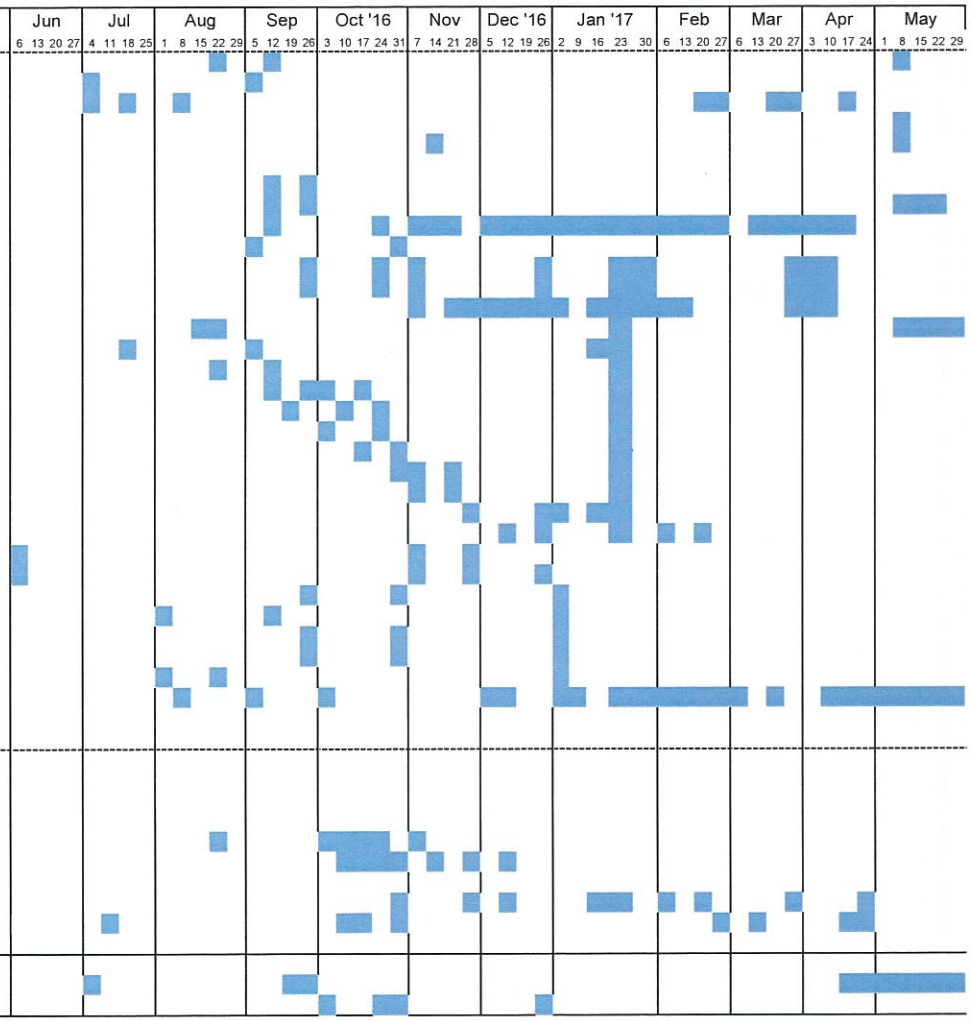


Guam Department of Education

Master Transition Workplan - GANTT Summary - as of July 14, 2017

at Objective Level

Tag	Initiative	Objective	POC
6.A		SOP 200-016: Capital Assets Accounting and Reporting	LRP
6.B		SOP 200-017: Month End and Year End Closing Policy	LRP
6.C		SOP 200-021: Off-Island Travel Procedures	LRP
6.D		SOP 200-022: Bank Reconciliation Procedures	LRP
6.E		SOP 200-028: General Ledger Policy and Procedures	LRP
6.F		SOP 200-029: Local Mileage Reimbursement	LRP
6.G		SOP 200-034: Accounts Payable and Cash Disbursement	LRP
6.H		SOP 200-039: Federal Grants Accounts Receivable	LRP
6.I		SOP 200-041: School Meals Collection	LRP
6.J		SOP 200-042: Revenue Control and Management Policy	LRP
6.K		SOP 200-015: Fixed Asset Management for Property Management Office and Central Receiving Warehouse	MP
6.L		SOP 200-019: Fixed Asset Management for Schools and Divisions	MP
6.M		SOP 200-018: Sole Source Procurement	CTC
6.N		SOP 200-020: Open Purchase Order Monitoring and Reporting	CTC
6.O		SOP 200-025: Procedures for Maintaining the Procurement File	CTC
6.P	SOP's	SOP 200-026: Competitive Sealed Bidding - IQBs	CTC
6.Q		SOP 200-027: Competitive Sealed Bidding - IFBs	CTC
6.R		SOP 200-030: Emergency Procurement	CTC
6.S		SOP 200-031: Competitive Selection Procedures for Services - RFPs	CTC
6.T		SOP 200-033: Competitive Multi-Step Sealed Bidding	CTC
6.U		SOP 200-036: Request for Information Procedures	CTC
6.V		SOP 200-037: Requisition Entry	CTC
6.W		SOP 200-040: Protest / Appeal Procedures	CTC
6.X		SOP 200-023: Budget Preparation Process - Local Appropriation	JR/TT
6.Y		SOP 200-024: Budget Entry Process	TT
6.Z		SOP 800-006: Request to Fill Position(s) for Recruitment	AMS
6.AA		SOP 800-007: Employee Name Change Request	AMS
6.AB		SOP 800-008: Transfer and Voluntary Demotion	AMS
6.AC		SOP 800-009: Reclassification of Teachers	AMS
6.AD		SOP 800-010: Salary Increments and Detailed Differential Pay	AMS
6.AE		SOP 900-020: Personnel Allocation/TDR and Reimbursement	DSNL
6.AF		SOP 900-: Grant Procedure Manual	DSNL
6.AG		SOP 1500-006: Payroll Processing	JSN
7.J		Review FY16 app with DOI/USDE	TWS
7.K		Finalize FY16 negotiations	JPM
7.L		Collect data for FY17 app	JPM/TSA
7.M		Perform internal review of FY17 app	JPM/TSA
7.N	Indirect Costs	Review FY17 app with DOI/USDE	JPM/TSA
7.O		Finalize FY17 negotiations	JPM/TSA
7.P		IDC reimbursement allocations	JPM/TSA
7.Q		Revisit Indirect Cost Manual	JPM/TSA
7.R		Indirect Cost True-ups and Reimbursement Requests	JPM/TSA
7.S		Indirect Cost Strategy	
8.A	Accounting &	Accounts Payable	Eloise
8.B	Accounts	Reporting & Accountability	
8.C	Payable	Accounting / GL	TPFA



Guam Department of Education

Comprehensive Corrective Action Plan Quarterly Progress Report

For the Period Beginning April 1, 2017 and Ending June 30, 2017

Presented to the U.S. Department of Education in Fulfillment of the Federal Fiscal Year 2017 Special Conditions

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Reports and Report Format

As stated in the approved Comprehensive Corrective Action Plan (CCAP), the Special Conditions require GDOE to provide quarterly reports to the US Department of Education (ED) on the Guam Department of Education's (GDOE) progress in implementing measures required under the CCAP. While the Special Conditions do not specify a particular format for the progress reports, it is anticipated that each report will, at a minimum, include the implementation status for each activity, highlight any risks associated with successful completion, and also identify any changes which would require modifying actions and/or timelines. Feedback regarding format and content is not only welcomed, but encouraged.

Executive Summary

Employee Time Tracking required actions and activities completed. Time distribution reports are provided quarterly as part of preparation of quarterly grant reports. The three-way match between the grant, federal roster and labor distribution reports is ongoing. Split funding of staff will be minimal as staff are being assigned to work on particular grants, i.e., salaries will be 100% funded by a particular grant.

Required actions and activities related to GDOE FMIS completed. Tasks related to optimizing use of the Financial Management Information System are ongoing. FMIS staff working with on rolling out enhancements for procurement, employee self-services (mileage reimbursements), and fixed assets. MUNIS training conducted during summer months are designed to sharpen staff skills as staff become more familiar with MUNIS.

Internal Controls and Procedures required actions and activities completed. Audits of SOPs related to procurement, SEFA, and TDRs begun in this quarter. Internal audit will be working with appropriate staff to address audit findings and management letter comments. Updates and training on SOPs continue as SOP reviews and SOP related training are conducted at least annually.

Request for funding of program coordinator to assist with contract management and warehouse manager included in the FY18 budget submission approved by the Guam Education Board and submitted to Guam Legislature. Recruitment of vacant Property Management Officer and Buyer on hold due to hiring freeze.

Procurement and Property Management required actions and activities completed. Procurement continues to generate reports on requisitions and open purchase orders as well as conduct regular meetings with project directors and division heads. Vendor evaluations have been included in ongoing procurements. Fixed Asset Inventory completed this quarter and related report should be issued before the end of July 2017.

Completion Risk Key:

Risk Level High – Deliverables / objectives will not be completed in a timely manner;
Risk Level Moderate – Deliverables / objectives may not be completed in a timely manner; and
Risk Level Low – Deliverables / objectives will be completed in a timely manner.

Employee Time Tracking

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
ETT-1: GDOE will develop and implement effective policies and procedures that provide for an effective process for tracking and reporting time spent by all employees whose salaries are paid with US ED grant funds. **ETT-2**: Ensure that the salaries of employees who work under more than one Federal program and/or grants are properly allocated among those programs/grants, in accordance with accurate time distribution records. **ETT-3**: Research and implement an automated time collection system for federally funded employees.	**COMPLETED** Labor distribution reports provided Wednesday before payday to TPFA and Federal Programs. Federal Programs provides initial analysis to TPFA. Although it was previously reported TPFA authorizes drawdowns of 95% of gross payroll for payment on Monday after payday, this is not the case. The TPFA continues to perform a match against the federal roster and reimburses based on that review. TPFA works with Federal Programs to clear salaries and issues on error list for balance. GDOE PULSE reports continue to be used to update rosters needed for three way match of payroll. Time Distribution Reports are provided quarterly as part of the quarterly grant updates provided to USDOE. While GDOE continues to look for an automated time system, the current system is adequate.	The electronic MUNIS Time Distribution Report is not working as envisioned. Team regrouping to determine how to address. Leave hours are not reported as such. Staff has been transferred so that salaries are 100% charged against a single grant. Staff has been identified to work alongside the TPFA to be trained in TPFA 3 way match procedures. Weekly meetings have been scheduled to resolve any questions or concerns.
Implementation Deliverables	**Completion Risks**	
Written and approved SOPs, including training for applicable GDOE personnel, to ensure: • accurate and up-to-date employee staffing lists based on notices of personnel actions (from Personnel Division and validated by FPD and LEA programs); • accurate and timely time distributions among funding sources for split-time employees, and proper allocation of salary costs among funding sources (from respective programs and validated by FPD and LEA programs); • accurate and properly executed time distribution reports and attendance records (from respective programs and validated by FPD and LEA programs); • properly executed and timely semiannual certifications (from respective programs and validated by FPD and LEA programs);	Federal program staff balancing competing priorities causing delays in completion. Risk Level – High.	

• internal control checklists to ensure compliance with Circular A-87; and • identification of a computer-based and accurate time and attendance system, with documentation of requirements to support implementation, training and administration (validated by FPD and LEA programs).		
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
ETT-1 to ETT-3, Continued Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	TPFA payroll reconciliation reports Quarterly update to USDOE	Ignacio Santos, Federal Programs Administrator Taling Taitano, Deputy Superintendent

Financial Management Information System (FMIS)

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-1: Detail design of a FMIS with processing functionality that complies with Generally Accepted Accounting Procedures, U. S. governmental accounting standards, and the Government Accounting Standards Board.	**COMPLETED** General ledger and procurement modules went live in April 2012. Human resource and payroll modules went live in August 2012.	**COMPLETED** No further steps necessary.
Implementation Deliverables	**Completion Risks**	
Detail system design specifications approved by GDOE Finance and Administration management.		
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
Completed		Taling Taitano, Deputy Superintendent

Financial Management Information System (FMIS)

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-2: Basic installation is now complete. The routine maintenance and enhancement will be reported in this section. Items completed this period and open enhancements appear in the columns to the right.	**COMPLETED** GDOE has a service contract with Tyler Munis for software maintenance and updates. GDOE has upgraded from the originally installed software, version 9.3, four times and is currently on version 11.1. If FSAIS or FMIS staff are unable to resolve system issues, Tyler Munis help desk is contacted. GDOE teams have been to Tyler Munis Connection conferences 3 times since the system installation in 2012. The team continues to look for opportunities to use system tools to make work more efficient. **2.F Purchase+** Based on updates to module, GDOE will be using Purchase+ to make procurement from Indefinite Quantity Bids more efficient by loading approved bid into module for end users to requisition items **2.G Employee Expense** ESS unable to efficiently process off-island travel clearances. Local mileage reimbursement requests will be processed on ESS. **2. L Grant Master** Initial discussions held with Head Start to pilot module. **2.M ESS (Employee Self-Serve) Leave Request** Requested quote from Tyler Munis to allow attachments in ESS **2.Q Fixed Assets** Looking into changes in way authorizations allowed in Munis module to allow the electronic transfer of assets with sufficient controls. Working to electronically post fixed asset information from purchase order / invoices. 2.Q.4 Test proposed actions in temporary environment	**2.F Purchase+** 2.F.2 Test Purchase+ functionality is Test Environment 2.F.3 Adjust setting and infrastructure as per test findings. Retest. - **2.G Employee Expense (Local Mileage)** 2.G.10 Finalize & document process in SOP and End User Instructions as needed 2.G.11 Train users on Employee Expense (ESS) for mileage reimbursements on GDOE Munis 2.G.12 Roll out for Department wide use **2.L Grant Master** 2.L.1 POC meetings to review set up and procedure documentation 2.L.2 Create checklist of steps to be taken in MUNIS to set up the Module 2.L.3 Build and test limited Grant Master Listing in test environment using checklist 2.L.4 Adjust setting and infrastructure as per test findings. Retest. **2.M ESS (Employee Self-Serve) Leave Request** Requested quote from Tyler Munis to allow attachments in ESS **2.Q Fixed Assets** 2.Q.6 Create or adjust existing End User Instructions (DTPs) 2.Q.7 Train end users

Implementation Deliverables	Completion Risk	
FMIS-2 Continued: A secure, reliable and fully integrated FMIS that supports the financial management of US ED grant awards and complies with federal requirements. Detailed and up-to-date system and application documentation necessary to manage and sustain the FMIS and its applications on an ongoing basis. Sufficient qualified and trained accounting staff to manage all financial processing and reporting required by GDOE.	Build and Roll-out of Modules by target dates dependent on the availability of the division staff per respective module, and the responsiveness of Tyler Technologies. Risk Level—Medium.	
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).		Jacqueline Mesa, Management Analyst IV

Financial Management Information System (FMIS)

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-3: Continued activities of the Agent to oversee all US ED funds awarded to GDOE until a credible financial management system is implemented and fully operational, and GDOE has demonstrated that it can be accountable for US ED funds in accordance with all federal requirements.	Ongoing until condition removed by USDOE. TPFA continues to manage all federal grant funds from GDOE using an independent MUNIS system and separate bank accounts. **8.A Accounts Payable - Ongoing** **8.B Reporting & Accountability - Ongoing** **8.C. Accounting / GL** GDOE procurement staff continues to use TPFA system for procurement processing and issues open requisition and purchase order reports to end users. GDOE also provides accounts payable support. TPFA has trained budget staff on uploads of USDOE grant budgets into TPFA system. GDOE staff updates GDOE system based on receipt and retirements of fixed assets and provides supporting documentation to TPFA for updates to the TPFA system. Meetings with TPFA as needed are held to coordinate activities and resolve any concerns. TPFA supported audit by providing details as requested by auditors. GDOE PULSE reports continue to be used to update rosters needed for three way match of payroll. Payroll reimbursement procedures updated to make reimbursements more timely.	Continued operation of the TPFA independent financial management system and bank accounts will continue. GDOE and TPFA are looking into areas to transfer responsibilities to GDOE. For example, staff identified to be trained on the three way match testing for personnel costs. **8.B Reporting & Accountability** 8.B.2 Transition the late liquidation process to Federal Programs. Includes preparing late liquidation requests & following up w/ vendors and end users 8.B.10 Late Liquidation management - ensure that there is coordination of effort between the business office, procurement and federal programs in order to handle the late liquidations effectively. Includes vendor follow-up. Plan for migration of historical data on TPFA system to GDOE system upon TPFA exit.
Implementation Deliverables	**Completion Risks**	
A stable and reliable financial information systems processing environment. US ED funds expended only for costs that are allowable under the respective grant programs. Allowable costs procured in accordance with applicable procurement requirements. Coordinated timing of US ED draws and reimbursements to ensure that payments to staff, vendors and providers are prompt and timely. Grant funds that are charged only for costs resulting from obligations that were properly made during		

the funds' period of availability, including any carryover period.		
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
FMIS-3, Continued. Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	Routine	Taling Taitano, Deputy Superintendent

Financial Management Information System (FMIS)

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-4 Moving to the next level and sustaining the progress that has been made to date. A program of End User Training and routine review of Standard Operating Procedures will be established.	**COMPLETED** End user training occurring at least annually. Review of SOPs and related training occurring at least annually. **6.A SOP 200-016: Capital Assets Accounting & Reporting** 6.A.2 Staff Training on SOP 6.A.3 Staff Acknowledgement Forms 6.A.4 Amendment to SOP 6.A.5 Amendment to SOP Approved by Superintendent **6.D SOP 200-022: Bank Reconciliation Procedures** 6.D.2 Staff Training on SOP 6.D.3 Staff Acknowledgement Forms **6.E SOP 200-028: General Ledger Policy & Procedures** 6.E.2 Staff Training on SOP 6.E.3 Staff Acknowledgement Forms **6.Z SOP 800-006: Request to Fill Position(s) for Recruitment** 6.Z.2 Staff Training on SOP 6.Z.3 Staff Acknowledgement Forms **6.AA SOP 800-007: Employee Name Change Request** 6.AA.2 Staff Training on SOP 6.AA.3 Staff Acknowledgement Forms **6.AB SOP 800-008: Transfer and Voluntary Demotion** 6.AB.2 Staff Training on SOP 6.AB.3 Staff Acknowledgement Forms **6.AC SOP 800-009: Reclassification of Teachers** 6.AC.2 Staff Training on SOP	Continuous MUNIS End User Training Related Activity • Training during and around Spring, Summer and Christmas breaks • Conducting post surveys to focus training and determine effectiveness • Conduct other MUNIS End User targeted surveys to determine how to structure future training and support. **6.B SOP 200-016: Month End & Year End Closing** 6.B.2 Staff Training on SOP 6.B.3 Staff Acknowledgement Forms 6.B.4 Amendment to SOP 6.B.5 Amendment to SOP Approved by Superintendent **6.C SOP 200-021: Off-Island Travel Procedures** 6.C.2 Staff Training on SOP 6.C.3 Staff Acknowledgement Forms 6.C.4 Amendment to SOP 6.C.5 Amendment to SOP Approved by Superintendent **6.D SOP 200-022: Bank Reconciliation Procedures** 6.D.4 Amendment to SOP 6.D.5 Amendment to SOP Approved by Superintendent **6.E SOP 200-028: General Ledger Policy & Procedures** 6.E.4 Amendment to SOP 6.E.5 Amendment to SOP Approved by Superintendent **6.F SOP 200-029: Local Mileage Reimbursements** 6.F.2 Staff Training on SOP 6.F.3 Staff Acknowledgement Forms

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-4, Continued	6.AC.3 Staff Acknowledgement Forms **6.AD SOP 800-010: Salary Increments and Detailed Differential Pay** 6.AD.2 Staff Training on SOP 6.AD.3 Staff Acknowledgement Forms	6.F.4 Amendment to SOP 6.F.5 Amendment to SOP Approved by Superintendent **6.G SOP 200-034: Accounts Payable & Cash Disbursement** 6.F.4 Amendment to SOP 6.F.5 Amendment to SOP Approved by Superintendent **6.H SOP 200-039: Federal Grants Accounts Receivable** 6.H.4 Amendment to SOP 6.H.5 Amendment to SOP Approved by Superintendent **6.I SOP 200-041: School Meals Collection** 6.I.2 Staff Training on SOP 6.I.3 Staff Acknowledgement Forms **6.J SOP 200-042: Revenue Control & Management Policy** 6.J.4 Amendment to SOP 6.J.5 Amendment to SOP Approved by Superintendent **6.K SOP 200-015: Fixed Asset Management for Property Management Office & Central Receiving Warehouse** 6.K.4 Amendment to SOP 6.K.5 Amendment to SOP Approved by Superintendent **6.L SOP 200-019: Fixed Asset Management for Schools & Divisions** 6.L.4 Amendment to SOP 6.L.5 Amendment to SOP Approved by Superintendent **6.M SOP 200-018: Sole Source Procurement** 6.M.4 Amendment to SOP 6.M.5 Amendment to SOP Approved by Superintendent **6.N SOP 200-020: Open Purchase Order Monitoring & Reporting** 6.N.4 Amendment to SOP 6.N.5 Amendment to SOP Approved by Superintendent

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-4, Continued		**6.O SOP 200-025: Procedures for Maintaining the Procurement File** 6.O.4 Amendment to SOP 6.O.5 Amendment to SOP Approved by Superintendent **6.X SOP 200-023: Budget Preparation Process – Local Appropriation** 6.X.4 Amendment to SOP 6.X.5 Amendment to SOP Approved by Superintendent **6.Y SOP 200-024: Budget Entry Process** 6.Y.4 Amendment to SOP 6.Y.5 Amendment to SOP Approved by Superintendent **6.AE SOP 900-020: Personnel Allocation /Budget Entry Process** 6.AE.2 Staff Training on SOP 6.AE.3 Staff Acknowledgement Forms 6.AE.4 Amendment to SOP 6.AE.5 Amendment to SOP Approved by Superintendent **6.AF SOP 900-0XX: Grant Procedure Manual** 6.AF.1 Adoption of SOP **6.AG SOP 1500-006: Payroll Processing** 6.AG.2 Staff Training on SOP 6.AG.3 Staff Acknowledgement Forms 6.AG.4 Amendment to SOP 6.AG.5 Amendment to SOP Approved by Superintendent **6.AF SOP 200-044: SEFA Reconciliation** 6.AF.4 Amendment to SOP 6.AF.5 Amendment to SOP Approved by Superintendent

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
FMIS-4, Continued		
Implementation Deliverables	**Completion Risks**	
Establish End User Training Updated or new SOPs	Continued Training – Low SOP Development – High	
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	SOP 200-016 Capital Assets Accounting & Reporting, updated 6/24/17 **Staff Training on Accounting SOPs & Staff Acknowledgement Forms:** 200-016 Capital Assets Accounting & Reporting 200-022 Bank Reconciliation 200-028 General Ledger Policy & Procedures **Staff Training on Human Resources SOPs & Staff Acknowledgement Forms:** 800-006, 800-007, 800-008, 800-009, 800-010	Jacqueline Mesa, Management Analyst IV Franklin Cooper-Nurse, Chief Auditor Lourdes Perez, Comptroller – Business Office SOPs Marcus Pido, Program Coordinator III – Property Management SOPs Carmen T. Charfauros, Supply Management Administrator – Procurement SOPs Ignacio Santos, Federal Programs Administrator – Federal Programs SOPs Antonette Santos, Personnel Administrator – Human Resources SOPs Taling Taitano, DS FAS – Budget SOPs

Intergovernmental Agency Arrangements

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
Intergovernmental Agency Procedure-1 Guidance from USDOE's Title V-A Program Office regarding Intergovernmental Agency indicates that Title V-A does not authorize sub-grants to other agencies.	**COMPLETED** Per Federal Programs Administrator, this item should be closed. See May 28, 2016 email from Christine Jackson, *USDOE Response to GDOE Single Audit Finding Inquiry*	Based on Guidance provided by USDOE Program Office, the Federal Programs Division shall include within the respective Project Application, Intergovernmental Agency partnerships, if applicable. Also within the Budget Narrative, a new Object Code shall be established, object code 231, "Other Agencies, Partnerships, Collaboration, Intergovernmental Agencies". GDOE is waiting for written guidance in response to recent audit findings regarding intergovernmental agency procurements.
Implementation Deliverables	**Completion Risks**	
Written Guidance provided by USDOE	Adaptation Risk – acceptance by which all partners are identified within the program application and subsequently approved within the Consolidated Grant Application by USDOE. Adherence to the procedures is minimal. Risk level – Low.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
To be finalized upon submission of respective Consolidated Grant Application and approved by USEDOE's Program Office.		Ignacio Santos, Federal Programs Administrator

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-1: Over the next two years, GDOE will develop and implement a credible financial management system. Management will ensure employees are properly trained on new system and trained on the new standard operating procedures as a result of the new FMIS. This will ensure the system would provide the correct amount of funds, in the correct accounts, in a consistent and timely manner. Credible financial management includes systems, policies and procedures that (1) provide access to reliable information when needed, (2) account appropriately for funds, (3) ensure timely deposits or draw down of funds, (4) ensure timely and accurate payments, (5) otherwise enable and support generally accepted government financial management and accounting standards and requirements. Additionally, the financial management system will record and account for all draws and expenditures of federal education funds	**COMPLETED.** FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs FY15 Financial and Single Audit issued June 6, 2016. Unmodified opinions, no material weaknesses, no questioned costs FY14 Financial and Single Audit issued April 29, 2015. Unmodified opinions, no questioned costs, FY13 Financial and Single Audit issued June 26, 2014. Unmodified opinions, $2,285 in questioned costs, FY12 Financial and Single Audit issued June 29, 2013. Unqualified opinion on financial audit, qualified opinions on CFDA, 15.875, 84.394 and 84.402, no questioned costs (MUNIS system went live during FY12) While the TPFA system is the system of record for USDOE grants, the GDOE MUNIS contains a duplicate set of books which are audited by GDOE's external auditors. The reconciliation of the Schedule of Expenditures of Federal Awards (SEFA) to the TPFA and GDOE accounts is part of the external audit. See FMIS-4 for updates on FMIS training and IC-5 for tasks related to SOPs.	See FMIS-4 for updates on FMIS training and IC-5 for tasks related to SOPs. **3.F Timely Completion of GDOE's Financial and Single Audit** IAO will be working with the respective Division Heads to implement corrective action plans for deficiencies identified in the FY16 Financial Statement Audit and Management Letter.
Implementation Deliverables	**Completion Risks**	
IC-1: TPFA implemented the Tyler-MUNIS ERP financial management system effective December 2010. GDOE has implemented a Financial Management Information System (FMIS), which includes functionality to support all GDOE financial applications (April 2012). A credible financial management system designed and implemented to meet the EDGAR and other federal reporting requirements in terms of timeliness of funds management and reporting. Additionally, custom reports designed to capture federal grant activity.	Competing priorities may stall progress. Risk: Medium/High	

Schedule Based upon Performance Plan	New Deliverables Completed	Responsible Person/Department
IC-1, Continued. Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	See FMIS-4 for updates on FMIS training and IC-5 for tasks related to SOPs. FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs	Taling Taitano, DSFAS Jacqueline Mesa, FMIS

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-2: GDOE Finance and Administration must demonstrate improved communication and cooperation to develop an integrated financial management system that meets the needs of the organization.	**COMPLETED** Meetings held with project directors, accounting, budget, and human resources to discuss grant requirements for recent GANs. Regular transition plan meetings with TPFA, Federal Programs, Internal Audit, Procurement, Property Management, Financial Affairs, FMIS. Stakeholder satisfaction surveys ongoing for Human Resources, FSAIS Procurement and Business Office.	Continue collaboration with schools and divisions to address: • Personnel and payroll issues; • Procurement, receiving, inventory, and payables issues; • Budgeting and reporting issues; • Cash receipts and account receivable issues; and • Non-Appropriated Funds. Benchmarks and stakeholder satisfaction surveys in process of adoption/development for all operational divisions.
Implementation Deliverables	**Completion Risks**	
IC-2: Department-wide subcommittee structure focused on each of the issue areas. The structure will drive collaboration, which is also necessary to support FMIS implementation which supports GDOE-wide financial management. GDOE departments working together on a daily basis to address implementation, compliance and other activities. Efforts to include direct Internal Audit support of external independent auditors in conduct of single audits as required by the Single Audit Act.	Maintaining sufficient staffing levels within the Business Office and IAO continues to be a challenge with the retention of personnel due to resignations and competitive salaries at other GovGuam agencies. Hiring Freeze affecting replacement of payables, procurement and property management staff Risk: Medium/High	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).		Taling Taitano, DSFAS

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-3: Reliance on the credible financial management system by other Guam agencies and single auditors as accurate system of record.	**COMPLETED** • Reliance on credible financial management system by other Guam agencies PL 30-164:2, signed into law on July 16, 2010 created the Education Financial Supervisory Commission (EFSC) to monitor the financial health of the GDOE. The Commission is made up of the Directors of the Department of Administration, Bureau of Budget and Management Research, and Guam Legislature Office of Finance and Budget (OFB) or their designative representatives, the Public Auditor or her designated representative and a parent of a GDOE student; the GDOE Superintendent and Finance Deputy are ex-officio members. By law, the EFSC meets monthly to review GDOE's financial position. GDOE provides a download of its financial reports from its financial management system, initially CIMS and then, in 2012, MUNIS, to the EFSC for its review. Copies of the EFSC minutes and financial designations are located on the OFB websites, http://www.senbenp.com/EFSC.html and http://www.ofbguam.org/ • Reliance on credible financial management system by single auditors FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs FY15 Financial and Single Audit issued June 6, 2016. Unmodified opinions, no material weaknesses, no questioned costs FY14 Financial and Single Audit issued April 29, 2015. Unmodified opinions, no questioned costs, FY13 Financial and Single Audit issued June 26, 2014. Unmodified opinions, $2,285 in questioned costs, FY12 Financial and Single Audit issued June 29, 2013. Unqualified opinion on financial audit, qualified opinions on CFDA, 15.875, 84.394 and 84.402, no questioned costs (MUNIS system went live during FY12) **3.F Timely Completion of GDOE's Financial and Single Audit** 3.F.3 Timely close accounting records, FY16 3.F.4 Timely replies to audit requests, FY16	Regularly reconcile GDOE's financial information with BBMR, DOA, and the TPFA to ensure information is accurate and supports the timely completion of audit. Provide EFSC GDOE reports on monthly basis. **3.F Timely Completion of GDOE's Financial and Single Audit** 3.F.6 FY16 IAO to ensure implementation of corrective action plan

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-3, Continued	3.F.5 Audit report issuance per contract 3.F.6 IAO to ensure implementation of corrective action plan, FY15 This is the fourth full fiscal year (FY16) audit on Tyler MUNIS.	
Implementation Deliverables	**Completion Risks**	
A credible financial management system whose implementation is guided by Generally Accepted Accounting Procedures (GAAP) and supported by SOPs to ensure a system of internal controls over financial reporting that can be relied upon by external independent auditors for the purpose of expressing an opinion on the financial statements. Periodic examination and documentation of internal controls by internal audit staff to ensure that the controls are operating as intended without exception. Information management needs met by all users (e.g., custom reconciliation worksheet to support requirements and tracking of federal draw funds).	Low based on staff's time spent to identify and work out errors and deficiencies of the GASB 34 reporting module. Risk level – Low.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Ongoing support provided to EFSC. Work with External Auditor on Audit.	Reports submitted to ESFC, ESFC Meeting Minutes. FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs	Taling Taitano, DSFAS Franklin Cooper-Nurse, Chief Auditor

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-4: GDOE will develop a grant spending process that ensures that grant awards are based on specified program plans and spent on the programs in a timely manner. The grants system will be integrated with the FMIS.	**COMPLETED** The delayed approvals of the Consolidated Grant requires the judicial use of funds so that programs can continue while GDOE awaits the GAN. Federal Programs working with program managers and project directors to ensure that the FFY16 Consolidated Grant is timely expended. Monthly grant status reports, requisition and purchase order reports issued so managers can track grant balances. Budget, Accounting, Payroll and Procurement meet with Project Directors to ensure that accounts are appropriately set up, budget loaded, and any large procurement planned. Consolidated grant application submitted on June 12.	Team is working to ensure FFY16 funds are timely expended. Team responding to any questions related to the FY17 Consolidated Grant Application
Implementation Deliverables	**Completion Risks**	
• Program plans will serve as the basis for application disbursement; • Grant spending process will be supported by SOPs, internal control checklists, and training for all affected personnel; • Disbursements will tie to actions specified in program plans; • Funds will be expended for allowable purposes under the statutes; and • No funds will be lost due to lapsing obligation periods. • Legal review has been added to MUNIS approval workflow to help ensure smooth procurement process.	Delay in the issuance of the GAN has delayed hiring and procurement activities. Risk level – High. The change from consolidation under Title 5 to RLIS will require some restructuring of programs. Risk level – High.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Ongoing	Monthly Grant Status Reports, Requisition and Open Purchase Order Reports	Ignacio Santos, Federal Programs Administrator

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-5: GDOE will reconstitute its Internal Audit Office (IAO) by developing an annual audit plan and hiring additional staff to conduct audit work, including the risk assessments (MIC, Audit Assessment, and CCAP), and coordinating GDOE's external audits (OPA's performance audits and the GDOE's independent financial auditors' financial and single audits, including NAF and resolution of prior audit findings). The Chief Auditor will update the MIC. The MIC consists of GDOE school administrators and division heads' risk assessment, the IAO's own risk assessment, and conducting fieldwork to test the internal controls of identified high risk areas. Procedures and processes to ensure financial and single audit reports are issued within nine months after the end of each fiscal year as required by the Single Audit Act, as amended.	**COMPLETED** The internal audit has gone from three auditors in 2009 to six auditors and an administrative officer in November 2016. Collectively the IAO has over 30 years of direct government audit experience. All 6 audit staff have college degrees, and 2 have graduate degrees (M.B.A, M.P.A). Currently 2 members have relevant professional certifications (CGFM, CICA) and 3 other members are scheduled for certification examination in 2017. Based on audit standards, IAO will review its workflows and assess its resources to execute mandates, risk-based audits, advisories, and internal controls assessment. The new IAO is established with an approved Charter, Audit SOP's (in line with IIA, GAGAS, etc.) and their Auditor Code of Ethics. The Office has created a website, a hotline, and has completed its risk assessments. FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs FY15 Financial and Single Audit issued June 6, 2016. Unmodified opinions, no material weaknesses, no questioned costs FY14 Financial and Single Audit issued April 29, 2015. Unmodified opinions, no questioned costs, FY13 Financial and Single Audit issued June 26, 2014. Unmodified opinions, $2,285 in questioned costs, FY12 Financial and Single Audit issued June 29, 2013. Unqualified opinion on financial audit, qualified opinions on CFDA, 15.875, 84.394 and 84.402, no questioned costs (MUNIS system went live during FY12)	**3.C Develop a Three Year Audit Plan** 3.C.1 Identify IAO's resources 3.C.2 Analyze available staff hours 3.C.3 Identify the audit universe 3.C.4 Incorporate risk assessments 3.C.5 Review and research IAO's mandates 3.C.6 Incorporate CCAP, SOP, and NAF duties 3.C.7 Identify audit topics 3.C.8 Develop IAO's audit selection matrix 3.C.9 Use auditor judgement to select audit topics The IAO audit plan is updated annually. IAO will begin its next update in October 2017. IAO completed Report No. 15-05 NAF High Schools Audit, 16-05 Collateral Equipment Audit, 16-06 SY 14-15 NAF Audit, 16-10 SY 15-16 NAF Audit, 17-02 Fixed Asset Management SOPs, and 17-03 SOP 200-041 School Meals Collections. IAO currently is completing its SOP Reviews of Sole Source Procurement, TDRs, and SEFA. Additionally, IAO completed its Investigative Review of AIJMS NAF and Analysis of GDOE's FTEs. **3.D Establish Internal Controls Framework (COSO)** 3.D.2 Division/Program obtain approval of SOPs 3.D.3 Division/Program to conduct training on SOPs 3.D.4 IAO to audit compliance to SOPs 3.D.5 IAO to report and recommend improvements to internal control deficiencies 3.D.6 Division/Program to amend SOPs accordingly 3.D.7 Division/Program to obtain approval on amended SOPs The last identified SOP, Grant Procedure Manual, should be completed in 2017. Four SOPs were in the process of being amended. One SOP is in the process of being tested by IAO. IAO will complete its review of three SOPs by next quarter (September 2017).

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-5 Continued.	FY11 Financial and Single Audit issued June 27, 2012. Unqualified opinion on financial audit, qualified opinions on Special Education and Head Start clusters, no questioned costs (Alvarez & Marsal contracted to manage USDOE grants) FY10 Financial and Single Audit issued April 6, 2011. U Unqualified opinion on financial audit, qualified opinions on Special Education Cluster, Consolidated Grant, Recover Act and Consolidated Grant, no questioned costs FY09 Financial and Single Audit issued March 31, 2010. Unqualified opinion on financial audit, qualified opinions on CFDA 84.027 and 84.336, $4,862 in questioned costs **3.F Timely Completion of GDOE's Financial and Single Audit** 3.F.4 Timely replies to audit requests, FY16 3.F.5 Audit report issued per contract 3.F.6 IAO to ensure implementation of corrective action plans, FY15 **6.I SOP 200-041: School Meals Collection** 6.I.9 IAO Reporting of Testing Results **6.K SOP 200-015: Fixed Asset Management for Property Management Office and Central Receiving Warehouse** 6.K.9 IAO Reporting of Testing Results **6.L SOP 200-019: Fixed Asset Management for Schools and Divisions** 6.L.9 IAO Reporting of Testing Results **6.M SOP 200-018: Sole Source Procurement** 6.M.6 IAO Walkthrough of SOP 6.M.7 IAO Assessment of SOP 6.M.8 IAO Testing of SOP	**3.E SEFA Reconciliation** 3.E.7 IAO periodically reviews the report to determine compliance **3.F Timely Completion of GDOE's Financial and Single Audit** 3.F.6 IAO to ensure implementation of corrective action plans, FY16 The Entrance Conference for GDOE's FY 16 Financial and Single Audit was held by OPA on March 8, 2017 with GDOE and Deloitte. The Exit Conference was to be held on April 10, 2017. GDOE's FY 16 Financial and Single Audit reports is expected to be issued in May 2017. **6.I SOP 200-041: School Meals Collection** 6.I.9 IAO Reporting of Testing Results; working with responsible division to address deficiencies **6.K SOP 200-015: Fixed Asset Management for Property Management Office and Central Receiving Warehouse** 6.K.9 IAO Reporting of Testing Results; working with responsible division to address deficiencies **6.L SOP 200-019: Fixed Asset Management for Schools and Divisions** 6.L.9 IAO Reporting of Testing Results; working with responsible division to address deficiencies **6.M SOP 200-018: Sole Source Procurement** 6.M.9 IAO Reporting of Testing Results **6.AE.SOP 900-020: Time Distribution Report** 6.AE.8 IAO Testing of SOP 6.AE.9 IAO Reporting of Testing Results **6.AH SOP 200-044: SEFA Reconciliation** 6.AH.8 IAO Testing of SOP

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-5 Continued.	**6.AH SOP 200-044: SEFA Reconciliation** 6.AH.6 IAO Walkthrough of SOP 6.AH.7 IAO Assessment of SOP **8.B. Reporting & Accountability** 8.B.8 Management and completion of CCAP report 8.B.9 Weekly management and completion of the transition plan. IAO prepared GDOE's April to June 2017 Transition Plan for submittal to USDOE and is working with Transition Plan team to complete CCAP for quarter ended June 30.	6.AH.9 IAO Reporting of Testing Results IAO has established an internal controls framework for assessment of GDOE's internal control deficiencies. IAO's assessment will utilized the Green Book COSO standards for the five control components. Assessments will be formally reported in all IAO reports. Reports will make recommendations to improve internal control deficiencies. **8.B. Reporting & Accountability** 8.B.8 Management and completion of CCAP report 8.B.9 Weekly management and completion of the transition plan.
Implementation Deliverables	**Completion Risks**	
Updated MIC Assessment report, NAF draft reports	Success will hinge on successful staffing of the IAO. Proposed salary increases at the OPA pay make it difficult to recruit and retain staff. The IAO identified a net negative manpower hours vs. assigned tasks (CCAP and TPFA Transition Plan) and mandates (MIC, NAF, Charter Schools, and SOPs/Internal Controls) in its Audit Plan. Risk level – High.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	FY16 Financial and Single Audit issued May 2, 2017. Unmodified opinions, no material weaknesses, no questioned costs Transition Plan April to June 2017 bi-weekly reports Guahan Academy Charter School April to June 2017 Validation Reports iLearn Academy Charter School April to June 2017 Validation Reports	Franklin Cooper-Nurse, Chief Auditor

Internal Controls and Procedures

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
IC-6: GDOE will develop reconciliation procedures to address audit finding 2013-004, reconciliation between federal expenditures and SEFA and audit finding 2013-005, reconciliation between general ledger and SEFA	**COMPLETED** **3.E SEFA Reconciliation** 3.E.6 Business Office provides a copy of the approved report to IAO **6.AH SOP 200-44 SEFA Reconciliation** 6.AH.6 IAO Walkthrough of SOP 6.AH.7 IAO Assessment of SOP	**3.E SEFA Reconciliation** 3.E.7 IAO periodically reviews the report to determine compliance **6.AH SOP 200-44 SEFA Reconciliation** 6.AH.8 IAO Testing of SOP 6.AH.9 IAO Reporting of Testing Results
Implementation Deliverables	**Completion Risks**	
Standard Operating Procedures and related training. No repeat findings.	Lack of adequate staff. Risk level – Medium.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	SEFA Reconciliation Report	Franklin Cooper-Nurse, Chief Auditor Lourdes Perez, Comptroller

Procurement

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
P-1: GDOE will develop and implement effective procurement policies and procedures that ensure: • Delivery of ordered supply items within specified timeframes for correct type of supply from selected vendor; • Delivery of supplies and equipment, tagged and entered into a property management system, to schools within three days of receipt; and • Recording of when items are ordered, when orders arrive and are entered into the financial management system, and when they are delivered	**COMPLETED** SOP 200-015 Fixed Asset Management for Property Management Office & Central Receiving Warehouse, last update 1/10/14 SOP 200-019 Fixed Asset Management for Schools & Divisions, last update 4/1/16 SOP 200-018 Sole Source Procurement, last update 8/17/16 SOP 200-020 Open Purchase Order Monitoring & Reporting, last update 8/11/16 SOP 200-025 Procedures for Maintaining the Procurement File, last update 8/25/16 SOP 200-026 Competitive Sealed Bidding – Indefinite Quantity Bids (IQB), last update 9/28/16 SOP 200-027 Competitive Sealed Bidding – Invitation for Bids (IFB), last update 10/24/16 SOP 200-030 Emergency Procurement, last update 10/24/16 SOP 200-031 Competitive Selection Procedures for Services – Request for Proposals (RFP), last update 11/1/16 SOP 200-033 Competitive Multi-Step Sealed Bidding, last update 11/22/16 SOP 200-036 Request for Information Procedures, last update 11/25/16 SOP 200-037 Requisition Entry, last update 1/11/17 SOP 200-038 Purchase Order Change Order, last update, 2/7/17 SOP 200-040 Protest / Appeal Procedures, last update 1/26/17 **6.M SOP 200-018: Sole Source Procurement** 6.M.6 IAO Walkthrough of SOP 6.M.7 IAO Assessment of SOP 6.M.8 IAO Testing of SOP Purchasing, Accounts Payable and Fixed Asset systems are integrated and end users are able to monitor when orders are made, received, and are paid for through purchase order inquiry. Contract Management module activated to track key contract dates. Procurement calendar developed with end users to track key deadlines. Using contract module to assist in tracking key dates.	**6.M SOP 200-018: Sole Source Procurement** 6.M.4 Amendment to SOP 6.M.5 Amendment to SOP Approved by Superintendent 6.M.9 IAO Reporting of Test Results **6.N SOP 200-020: Open Purchase Order Monitoring & Reporting** 6.N.4 Amendment to SOP 6.N.5 Amendment to SOP Approved by Superintendent **6.O SOP 200-025: Procedures for Maintaining the Procurement File** 6.O.4 Amendment to SOP 6.O.5 Amendment to SOP Approved by Superintendent Next round of SOP updates and training to be calendared on Transition Plan. Will update SOPs to ensure that "required by" and "expiration" dates are provided by SOP Developing plan to transition requisitions processing from TPFA system to GDOE system. GDOE waiting for official response from USDOE regarding findings.

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
P-1, Continued	Procurement staff work closely with legal on large procurements so deadlines meet. Audit findings related to procurement in FY15 & FY16 related to guidance from USDOE related to intergovernmental agreements as well as "grant specific' procurements of curriculum materials. Procedures put in place to address these findings. Working on plan to transition requisitions processing from TPFA system to GDOE system.	
Implementation Deliverables	**Completion Risks**	
Written policies and procedures to ensure that US ED funds are used only for allowable costs, including costs that are necessary, reasonable, and allocable to the respective grants as required by OMB Circular A-87, and that are procured in accordance with applicable procurement requirements in 34 CFR §§ 80.36(b)-(j).	Recruitment of buyer and third attorney ongoing. Current freeze on hiring. Risk Level – High	
Schedule Based upon Performance Plan	**New Deliverables Completed This Quarter**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).		Carmen T. Charfauros, Supply Management Administrator

Procurement

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
P-2: Implement reporting system that will track requisitions and open Purchase Orders. The system will reflect when items are ordered, when orders arrive and are logged into the system, and when they are delivered to the proper location.	**COMPLETED** GDOE Buyer Supervisors issue to end users a) Requisitions in Progress Reports weekly and b) Open Purchase Order Reports monthly from the TPFA (USDOE funded) and GDOE systems. Tyler Munis Purchase Order Inquiry allows end users to track status of purchase, e.g., order date, received date. Munis also allows end users to scan packing lists and receiving reports into system and access such reports as needed. Procurement calendar developed with end users to track key deadlines. **4.D Reporting & Accountability** 4.D.2 Create a detailed district-wide procurement calendar 4.D.6 Transition the creation of the open requisition and open PO report from TPFA to the GDOE (federal). As fiscal year comes to an end, deadlines are set to ensure sufficient time to encumber available balances: • Friday, May 5, 2017 Formal Solicitations (Invitation For Bid "IFB" and Request for Proposal "RFP) for Local/Non-USDOE $15,000 and over and USDOE $150,000.01 and over. • Wednesday, May 31, 2017 for small purchases and small purchase contracts for Local/Non USDOE $14, 999.99 and below • Wednesday, May 31, 2017 for small purchase contracts for services USDOE $150,000 and below.	**4.D Reporting & Accountability** 4.D.2 Create a detailed district-wide procurement calendar 4.D.6 Transition the creation of the open requisition and open PO report from TPFA to the GDOE (federal) Continue regular issuance of reports to End Users. As fiscal year comes to an end, deadlines are set to ensure sufficient time to encumber available balances: • Friday, September 29, 2017 for small purchase of goods for USDOE $150,000 and below.
Implementation Deliverables	**Completion Risks**	
Monthly summary of completed purchases and procurement actions; Established process for routine review of federally funded requisitions and purchase orders.	Recruitment of buyer and third attorney ongoing. Current freeze on hiring. Risk Level – High	

Schedule Based upon Performance Plan	New Deliverables Completed	Responsible Person/Department
P-2, Continued Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	Requisition in Progress reports generated weekly and Open Purchase Order reports generated monthly. Updated Procurement Calendar	Carmen T. Charfauros - Supply Management Administrator

Procurement

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
P-3: Improve departmental procurement processes beyond those responsibilities directly related to the modules of the Financial Management Information System (FMIS).	**COMPLETED** GDOE has hired additional staff to ensure requisitions are processed timely. One Buyer Supervisor and two Buyers address USDOE funded purchases. One Buyer Supervisor and two Buyers handle non-USDOE funded purchases. One additional buyer is in the process of being recruited and two personnel are shared with Property Management to assist during Procurement's high volume period, i.e., June through November. Meetings held with various grant project directors upon receipt of Grant Award Notice to discuss major procurements included in grant application. Regular meetings held with project directors and division heads to discuss ongoing procurement status. Surveys to end users and vendors available on line and at procurement website. Results reviewed with staff to address concerns. Buyers retaken GCC procurement modules as necessary. **4.A Procurement Office** 4.A.25 Determine the need for a Contract Management Administrator. Board included contract manager in FY18 Budget submittal to Guam Legislature.	Meetings held with various grant project directors upon receipt of Grant Award Notice to discuss major procurements included in grant application. Meetings held every month with project directors and division heads to discuss ongoing procurement status. Surveys to end users and vendors available on line and at procurement window. Results reviewed with staff to address concerns. GCC has been contacted to determine if additional refresher Procurement Training is being scheduled. Buyers have been scheduled to retake GCC procurement modules as necessary.
Implementation Deliverables	**Completion Risks**	
Development and publication of procurement policies and procedures, and external verification of compliance with SOPs.	Recruitment of buyer and third attorney ongoing. Current freeze on hiring. Risk Level – High.	

Schedule Based upon Performance Plan	New Deliverables Completed	Responsible Person/Department
P-3, Continued Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	Procurement surveys. Meetings with End Users .	Carmen T. Charfauros - Supply Management Administrator

Property Management

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-1: GDOE will develop and implement effective property management policies and procedures that ensure compliance with Federal regulations, to include tagging and tracking of inventory and prompt delivery of property purchased with federal funds to the appropriate location, so that items may be used for the purpose for which they were purchased.	COMPLETED • SOP 200-015 Fixed Asset Management for Property Management Office & Central Receiving Warehouse, last update 1/10/14 • SOP 200-019 Fixed Asset Management for Schools & Divisions, last update 4/1/16 • Inventory Report, 10/24/16 • No Equipment and Real Property Management Audit Findings in FY14, FY15 and FY16 Single Audits • Program Coordinator III was placed in charge of Property Management Office and Receiving Warehouse to focus on addressing issues regarding property management. Property Management Office has replaced all staff in place in 2009 and has grown from four staff to nine in 2016. **5.A Tagging of USDOE-funded assets.** 5.A.2 Ensure Fixed Asset Records include an identifiable funding source. With all *newly received* assets, PMO staff are including an identifiable funding source in the creation of new fixed asset records in Munis. The information includes Grant Name, Federal Award Identification (FAIN) Number, and the Catalog of Federal Domestic Assistance (CFDA) Number. SOP 200-037 Requisition Entry, updated 1/11/17 to require this information on requisitions; fixed assets updated through purchase order system will automatically include this information. Staff are similarly updating Existing Fixed Asset records. This process is ongoing. **Target 10/30/2017.** **5.B Annual Physical Inventory** Physical inventory began January 9, 2017 and was completed on May 12, 2017 5.B.11 GDOE PMO staff will conduct the one-on-one evaluations after completion of each site's inventory audit. **5.E – Receiving assets (warehouse & schools)**	**5.A – Tagging of USDOE-funded assets.** 5.A.2 **Ensure Fixed Asset Records include an identifiable funding source.** With all *newly received* assets, PMO staff are including an identifiable funding source in the creation of new fixed asset records in Munis. The information includes Grant Name, Federal Award Identification (FAIN) Number, and the Catalog of Federal Domestic Assistance (CFDA) Number. SOP 200-037 Requisition Entry, updated 1/11/17 requires end users to include this information on requisitions. Working to include this information on all historical records. **Target date 10/30/2017.** **5.A.7 Internal record management. Target date 0/31/17** **5.B Annual Physical Inventory** 5.B.6 Manage the current year post-audit evaluation process to emphasize the inventory management accountability of fixed assets and procedures at each school & division. 5.B.8 Generate the current year status reports for dissemination to USDOE and GDOE upper management. 5.B.10 GDOE PMO staff will conduct the current year reconciliation of USDOE funded fixed assets. 5.B.12 GDOE PMO will conduct and monitor the progress of the required follow-up actions of each site. **5.C Staff training on BMI software, Munis fixed asset module, computer skills** 5.C.1 PMO will provide ongoing training of BMI software, Munis fixed asset module and computer skills as they relate to inventory management 5.C.2 PMO staff will demonstrate mastery of using BMI software, Munis, and have basic to intermediate computer skills.

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-1, continued	5.E.4 – Fill the Warehouse Supervisor position. Included in FY18 Budget approved by Guam Education Board and transmitted to Guam Legislature. **Target 10/31/2017.** **6.K / 6.L SOPs 200-015 & 200-019 Fixed Asset Management** 6.K.9 & 6.L.9 – IAO Reporting of Testing Results; working with IAO to resolve deficiencies	5.C.3 PMO staff will understand Microsoft Excel spreadsheet creation and analysis. 5.C.4 PMO staff will demonstrate mastery of using computer software to provide internal training. 5.C.5 PMO staff will be proactive in addressing and correcting any training concerns among staff. **5.E – Receiving assets (warehouse & schools)** 5.E.4 – Fill the Warehouse Supervisor position. FY18 Budget Hearings will be scheduled in May/June 2017. **Target 10/31/2017.** **6.K / 6.L SOPs 200-015 & 200-019 Fixed Asset Management** 6.K.9 & 6.L.9 – IAO Reporting of Testing Results; working with IAO to resolve deficiencies
Implementation Deliverables	**Completion Risks**	
PM-1, Continued Replace all local DOE property tags with type and make identical to those currently in use by TPFA for federally purchased assets; result is the removal of probable convergence of numbers in MUNIS system. Written Property Management SOPs. Comprehensive physical inventory resulting in detailed fixed asset ledger and ability to perform depreciation expense accurately and efficiently.	Recruitment for PMO vacancy due to hiring freeze. Risk level – High. New warehouse space being constructed. Risk level – Medium to High	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" Section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (October 1, 2016 thru December 31, 2016).	Physical Inventory completed 5/12/17	Marc Pido - Program Coordinator III

Property Management

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-2: GDOE's inventory policy will include an established procedure for replacement or reimbursement of any items in the inventory that cannot be located, consistent with federal regulations.	**5.D Standard Operating Procedures** SOP# 200-015 & 200-019: 6.K.9 & 6.L.9 IAO Reporting of Testing Results; working with IAO to address deficiencies.	**5.D Standard Operating Procedures** 5.D.2 PMO will continuously update SOP. Property Management will collaborate with Accounting, FSAIS, C&II and Federal Programs to further develop and unify policies and procedures relating to determining responsibility and financial liability for property that is lost, damaged, destroyed or stolen. (this item is not on transition plan) **Target 08/21/2017.** Reviewing current documents related to technology to ensure standard across GDOE. Will consider expanding to other assets. 6.5 SOP 200-015 Fixed Asset Management for Property Management Office & Receiving Warehouse. 6.K.4 Amendment to SOP. T**arget 08/21/2017.**
Implementation Deliverables	**Completion Risks**	
Written lost and stolen item policy which would serve as the basis for any reimbursement. Training programs for principals, assistant principals, and administrative personnel at the school level to increase awareness and ownership of the policies and improve safeguarding of assets.	Recruitment for PMO vacancy due to hiring freeze. Risk level – High. New warehouse space being constructed. Risk level – Medium to High	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	Internal Audit of Fixed Assets.	Marc Pido - Program Coordinator III

Property Management

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-3: The inventory policy and management system will ensure that Property Management, Procurement, Finance and Administration, Schools and School Administration act as an integrated team on procurement issues.	**COMPLETED** Tyler Munis is an integrated financial management system with general ledger, fixed assets, purchasing, and payables functions. Once Procurement converts a requisition in Munis to a Purchase Order, the Property Management Office, along with the vendor and the end user, are notified of the Purchase Order. The Property Management Office begins communications with the end user for distribution instructions for the impending order and with the vendor for the impending delivery. Schools/divisions are notified of the impending PO delivery. Once the order is received by the Receiving Warehouse, tagged and recorded in Munis by the Property Management Office, the assets are delivered in a prompt fashion. IT equipment are delivered same day as received by Receiving Warehouse. All other equipment are delivered to the end user within three (3) business days. Once delivery to end user is made, receiving report is produced in Munis which completes Three Way Match in order for Accounts Payable to process the payment for the vendor invoice. An accountant has been hired to be responsible for reconciling the fixed assets recorded in the general ledger with the fixed asset inventory system. The Property Management Officers work with Fixed Asset Liaisons in schools and divisions on the annual inventory to include resolution of any missing assets. **5.B – Annual Physical Inventory** 5.B.3 Manage the current SY16-17 inventory audit project (including team leadership assignments, team selections, logistics, BMI scanner and audit material preparation). Inventory ongoing with GDOE staff taking lead. Inventory complete on 5/12/14.	**5.B – Annual Physical Inventory** 5.B.6 Manage the post-audit SY16-17 evaluation process to emphasize the inventory management accountability of fixed assets and procedures at each school and division. **Target 5/8/17.** 5.B.13 Clearly defined organizational structure, positions of leadership and associated responsibilities. FY18 Budget Hearing scheduled in May/June timeframe. **Target moved to 10/30/2017.** 5.B.14 PMO and RW staff have proper GDOE-issued office space to efficiently and effectively carry out their responsibilities and duties. Attorney General did not approve lease amendment that would have provided existing warehouse for PMO use. New warehouse construction is currently being planned on Tiyan site. **Target moved to 3/31/2018.** Property management recruitment efforts in place to fill Property Control vacancy of Morina Naputi.

PM-3, Continued	5.B.11 GDO PMO staff will conduct the one-to-one evaluations after the completion of each site's inventory audit. 5.B.13 Clearly defined organizational structure, positions of leadership and associated responsibilities. Separation of the property management and receiving warehouse functions from procurement included in the FY18 Budget transmitted by Guam Education Board to Guam Legislature. **Target moved to 10/30/2017.** 5.B.14 PMO and RW staff have proper GDOE-issued office space to efficiently and effectively carry out their responsibilities and duties. Attorney General did not approve lease amendment that would have provided existing warehouse for PMO use. New warehouse construction is currently being planned on Tiyan site. **Target moved to 3/31/2018.**	
Implementation Deliverables	**Completion Risks**	
Inventory policies adopted by GDOE will reflect coordination and review of established policies from GDOE Property Management and Procurement.	Recruitment for PMO vacancy due to hiring freeze. Risk level – High. New warehouse space being constructed. Risk level – Medium to High	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
Activity in the "Status Report as of 6/30/17" section reflects transition objectives / milestones that were completed or were in process during this CCAP quarter. Detail and commentary listed in the "Next Steps / Comment section" reflects objective / milestones listed in the Transition Plan that are planned to be worked on and completed in the subsequent CCAP quarter (July 1, 2017 thru September 30, 2017).	Physical inventory completed 5/12/17 One-to-one site evaluations completed.	Marc Pido - Program Coordinator III Lourdes Perez – Comptroller

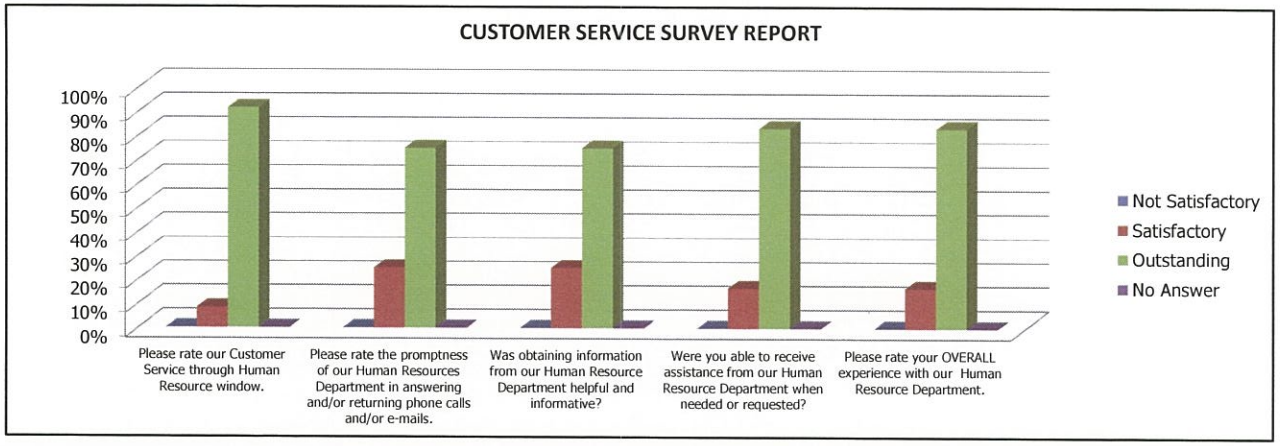
Property Management

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-4: GDOE will ensure that US ED is reimbursed, as appropriate and consistent with federal regulations, when equipment damage results from inappropriate use.	Guidance sought from US ED during their visit in July 2014. The GDOE recommended implementing activities to resolve PM-2 is more appropriate to achieving grant objectives than reimbursing US ED. Awaiting response.	
Implementation Deliverables	**Completion Risks**	
Additional training to ensure front line leadership (i.e., principals and other administrators) is aware of and responsible for supporting Property Management policies and procedures as well as for the proper level of oversight related to the management of property purchased with federal funds.	Awaiting guidance from USDOE	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
See comments above		Marc Pido - Program Coordinator III

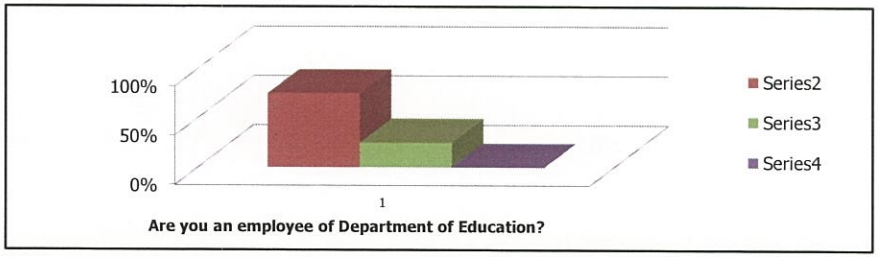
Property Management

Required Actions and Activities	Status Report as of 06/30/2017	Next Steps / Comments
PM-5: Corrective Action pursuant to Finding No. 10-02 contained in the program determination letter (PDL) from the Office of Special Education regarding Audit Control Number 09-10-110764 for the Audit Period October 1, 2009 - September 30, 2010. Finding has been closed; request deletion of PM-5. Components of this section are included in PM-1 through PM-3.	**COMPLETED.** Finding No. 10-02 has been closed.	**COMPLETED.** No further steps.
Implementation Deliverables	**Completion Risks**	
Per Finding No. 10-02: • Evidence that GDOE has a uniform definition of "fixed assets" that is utilized consistently across GDOE central office managers and school sites; • Evidence that GDOE has developed enforcement actions that are reasonably designed to enforce established procedures and address noncompliance identified at the school or division level; • Evidence that it has performed the reconciliation of fixed asset data as between the property management and financial management systems; and • Further examples of documents and records used in the property management process, including fixed assets reports generated from the automated fixed assets system, that contain all details required for accurate management of the property, including, but not limited to, acquisition date, acquisition cost, and the source of funds used to acquire the property.	System Risk – Delayed implementation of the new FMIS and its processes will impact the verification, monitoring and reporting capabilities. Risk level – Low. Adaptation Risk – Speed with which all users adapt to the new system, associated technology and processes will impact efficacy of the new FMIS. Risk level – Low. Technology being introduced to Receiving Warehouse where users will require training. Manpower issues being addressed. Risk level – Low.	
Schedule Based upon Performance Plan	**New Deliverables Completed**	**Responsible Person/Department**
See comments above		Marc Pido - Program Coordinator III

DEPARTMENT OF EDUCATION
HUMAN RESOURCES DIVISION
JULY 1, 2017 TO JULY 31, 2017



	Not Satisfactory	Satisfactory	Outstanding	No Answer
Please rate our Customer Service through Human Resource window.				
Amount	2	5	9	0
Percentage	13%	31%	56%	0%
Please rate the promptness of our Human Resources Department in answering and/or returning phone calls and/or e-mails.				
Amount	2	2	12	0
Percentage	13%	13%	75%	0%
Was obtaining information from our Human Resource Department helpful and informative?				
Amount	4	1	11	0
Percentage	25%	6%	69%	0%
Were you able to receive assistance from our Human Resource Department when needed or requested?				
Amount	3	2	11	0
Percentage	19%	13%	69%	0%
Please rate your OVERALL experience with our Human Resource Department.				
Amount	2	3	11	0
Percentage	13%	19%	69%	0%



	Amount	Percentage
DOE Employee:	12	75%
Non DOE Employee:	4	25%
Unknown:	0	0%
Total Completed Surveys:	16	100%

Verified By: D'Ana Naputi	07/31/17
Prepared By: Darlene Cruz	07/31/17

Doc. No. 34GL-17-0903.

Head Start Report

Jon J. P. Fernandez
Superintendent of Education

GUAM HEAD START PROGRAM
DEPARTMENT OF EDUCATION
500 Mariner Avenue; Office E2
Barrigada, Guam 96913
Tel: (671) 300-1603/0604
Fax: (671) 477-1535
www.gdoe.net/headstart

Catherine M. Schroeder
Program Director, Head Start

Guam Head Start Program
Program Director's Report
August 2017

In accordance with Section 642 (d)(2) of the Head Start School Readiness Act of 2007 (P.L. 110-134), the DOE Guam Head Start Program is required to report specific information to the Guam Education Board and the Guam Head Start Policy Council on a monthly basis.

Financial Statement(s): (Attachment A)

As of July 31, 2017 the program expended and encumbered 5.85% of its budget. The program projected expenditure needs for the first quarter while the Business Office closes out the year. Emergency purchase can be requested as needed.

The Program applied to carry over funding for the playgrounds and bathroom renovations. The completion date for the Playground resurfacing exceeds the 90 day liquidation period. The program is awaiting approval from Region IX.

Enrollment Information / Reports Not applicable

Meal Report: Not applicable

Program Information:

Department of Education
Office of the Superintendent
Date: 8/14/17 Time: _____
Rec'd By: Mary 7081402
Print Name Signature

A. Program Design and Management

Staffing:

Families and children are the recipients of the comprehensive services Head Start Provides throughout the grant year from July 1 – June 30. The program has family services staff who work directly with families on their goals and objectives, much like the teachers do with the children.

The current status for federally funded vacancies. Classroom positions are being filled.

School Bus transportation:

The program has a procedure for all children riding the school bus which meets the HS performance standards. Bus Operations has been supportive and helps implement compliance with the child's bus tag which matches with the authorized adults who meet them at the designated bus stop. No tag, the child is not to ride the bus. No tag the adult cannot receive the child and the child is returned to school. The program will then work with the family to pick up the child follow the procedures.

Transportation for the full day classrooms. Discussions with bus operations indicated they would not be able to return children whose authorized adult was not present at the bus stop. Therefore ***children attending the full day sessions will be picked up by their parent or authorized adult.*** Unlike the other preschool settings, riding home with a sibling is not allowable for Head Start Children. This insures their safety and our compliance with HS performance standard under Subpart F—Transportation: 45 CFR 1303.72 (a) (3),

> "Safety: The program must insure: up-to-date rosters and lists of the adults each child is authorized to be released to, including alternates in the case of emergency, are maintained and no child is left behind, either at the classroom or on the vehicle at the end of the route."

A transportation waiver for use of child restraint system and a bus monitor is applied for and approved each year: citation: 45 CFR 1303.70 (c) Waiver

B. Child Development and Health

Professional Development: The week of professional development covered the training mandates of the program and focused on Curriculum Fidelity, the Pyramid model, mentoring of teaching staff and updates on the I am Moving, I am Learning nutrition and physical fitness curriculum. The staff who attended this training in Hawaii will be working with the teaching staff.

C. Family/Community Partnerships

Family Services Staff are contacting families regarding their selection for the program. Outreach registration continues to ensure that vacancies can be filled promptly should selected families changed their mind, have relocated and the program cannot find them, registered their children in another preschool setting, have difficulty with transportation if in the full day classroom.

Community Partnerships: Program staff continue to be active participants with the Early Childhood Community projects and committees.

5. Communications: Office of Head Start

The Program Director received an email from Jan Len, Program Manager for Region IX

expressing concern and supports as needed in regards to the North Korea situation. She was reassured that the program and the department are watching the situation carefully and have been debriefed and have emergency plans in place.

6. **Program Calendar and Announcements: August 10 – September 30.** Members of the Guam Education Board and DOE Management Team are welcome to attend all Head Start activities.

Date	Event
August 14-18	Pre-Service training for program staff
August 16,2017	Policy Council Meeting: 6:30 – 8:30 Asan Senior, Youth and Head Start Parent Resource Room
August 21, 22	Parent Child Day and Child Assessments
August 23	First day of Class
September 5,7,12,14	Parent Orientation at each center to provide information on the programs comprehensive services, school readiness goals, and parent and child activities to support their child's development and school readiness. All families will receive a book
September 11	NO CLASS: Child Assessments and Home Visits
September 20	Policy Council Meeting: 6:30 – 8:30 Asan Senior, Youth and Head Start Parent Resource Room
September 21	Health Services Advisory Committee Meeting: HS Conference Room.

Submitted: August 14, 2017

Catherine M. Schroeder: Program Director

8/14/17

Joseph L. M. Sanchez: Deputy Superintendent of C&II

8/15/17

Jon J.P. Fernandez: Superintendent of Education

2017-2018 Basic Grants

Row Labels	Sum of ORIGINAL APPROP	Sum of REVISED BUDGET	Sum of YTD EXPENDED	Sum of MTD EXPENDED	Sum of ENCUMBRANCE /REQ	Sum of AVAILABLE BUDGET	% USED	% AVAILABLE
Basic 2017-2018 Grant								
17								
32010								
0111 FTE Salary	1,739,971.00	1,739,971.00	119,480.91	119,480.91	-	1,620,490.09	6.87%	93.13%
0113 Substitute	2,100.00	2,100.00	-	-	-	2,100.00	0.00%	100.00%
0114 LTE Salary	247,696.00	247,696.00	-	-	-	247,696.00	0.00%	100.00%
0121 Benefits	779,635.00	779,635.00	46,289.53	46,289.53	-	733,345.47	5.94%	94.06%
0222 Milage	6,800.00	6,800.00	-	-	-	6,800.00	0.00%	100.00%
0230 Conntractual	76,443.00	76,443.00	-	-	2,635.95	73,807.05	3.45%	96.55%
0240 Supplies	74,900.00	74,900.00	-	-	-	74,900.00	0.00%	100.00%
0250 Equipment	9,000.00	9,000.00	-	-	-	9,000.00	0.00%	100.00%
0290 Misc: Child care reimburse	500.00	500.00	-	-	-	500.00	0.00%	100.00%
0710 Indirect Cost Rate	19,187.00	19,187.00	-	-	-	19,187.00	0.00%	100.00%
32010 Total	**2,956,232.00**	**2,956,232.00**	**165,770.44**	**165,770.44**	**2,635.95**	**2,787,825.61**	5.70%	94.30%
T/TA Grant 2017-2018								
32030								
0221 Off Island Mileage	20,000.00	20,000.00	2,839.49	2,839.49	-	17,160.51	14.20%	85.80%
0222 Mileage/mentors	1,600.00	1,600.00	-	-	-	1,600.00	0.00%	100.00%
0230 contractual	23,000.00	23,000.00	100.00	100.00	4,170.00	18,730.00	18.57%	81.43%
0240 supplies	1,394.00	1,394.00	-	-	-	1,394.00	0.00%	100.00%
32030 Total	**45,994.00**	**45,994.00**	**2,939.49**	**2,939.49**	**4,170.00**	**38,884.51**	15.46%	84.54%
17 Total	**3,002,226.00**	**3,002,226.00**	**168,709.93**	**168,709.93**	**6,805.95**	**2,826,710.12**	5.85%	94.15%

Unfinished Business

DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT

www.gdoe.net
500 Mariner Avenue
Barrigada, Guam 96913
Telephone: (671) 300-1547/1536•Fax: (671)472-5001
Email: jonfernandez@gdoe.net

JON J. P. FERNANDEZ
Superintendent of Education

May 18, 2017

RECEIVED
MAY 24 2017
GUAM EDUCATION BOARD
TIME 10:42am INITIAL

Mr. Peter Alexis Ada, Chairperson
Guam Education Board
Department of Education
500 Mariner Avenue
Barrigada, Guam 96913

RE: Pilot Evaluation Courses

Dear Mr. Ada,

Buenas yan Saludas! At the District Curriculum & Textbook Committees, which were held on May 11th and May 18th, the Committee voted to approve the following pilot courses:

No.	Course Code	Course Title	School Site:
1.	SS105P	Middle School Guam History	Untalan Middle School
2.	SC805P	PreAP 6th Science Middle School	Untalan Middle School
3.	SC705P	PreAP 7th Science Middle School	Untalan Middle School
4.	SC605P	PreAP 8th Science Middle School	Untalan Middle School
5.	BS310P	Personal Finance Management	Okkodo High School
6.	SS201OLP	World Geography (Blended)	Simon Sanchez High School

Attached, for your review and disposition, are copies of the pilot evaluation, as well as, the presentations. We would like to request for a worksession, to present the above pilot courses to the Board's SubCommittee on Curriculum, Special Education and Textbook.

Should the Guam Education Board approve of this, the course will be prepared to implement the course commencing SY2017.2018.

Si Yu'us Ma'ase.

Senseramente,

JON J.P. FERNANDEZ,
Superintendent of Education

Cc: Chairperson, SubCommittee, Curriculum, Special Education & Textbook

Attachments

( ) APPROVED ( ) DISAPPROVED

PETER ALEXIS D. ADA
Chairman, Guam Education Board

Date

GUAM DEPARTMENT OF EDUCATION
Division of Curriculum and Instruction

PILOT COURSE EVALUATION

Title of Pilot Course: BP 310 (P) Personal Finance Management

School Piloting Course: Okkodo High School Grade Level(s): 10th – 12th

Teacher Piloting Course: Mr. Glanchand, Clint

Pilot Period: From: Aug. 2016 To: Jan. 2017 Date of Evaluation Report: May 5, 2017

1. Please check the most appropriate description:

	Recommend as Required Course		Recommend as Required Program
	Recommend as Course Elective		Recommend as Supplemental Program
	Recommend as Course Replacement for:		

2. Based on the Course Proposal Form, describe how the objectives were met:

Objective 1: Be prepared to be prudent managers of financial resources, enabling them to achieve long and short – term financial goals and security.

ACTIVITY	OUTCOME
Students are continually assessed for academic Growth.	Assessment data is attached for Pre & Post CFA Test conducted in class.
Students engaged in learning through various Instructional strategies.	Completed assignments, portfolio, activities and presentations.
Rule of 72 calculation	Students will gage and know how long their money will double on a given interest rate.
Saving tips creation	Find numerous ways to cut cost and save money for short or long terms goals.

Objective 2: Actively participate in and understand management of personal savings and investments.

ACTIVITY	OUTCOME
Students are continually assessed for academic Growth.	Assessment data is attached for Pre & Post CFA Test conducted in class.
Students engaged in learning through various Instructional strategies.	Completed assignments, portfolio, activities and presentations.
What investment suits you?	Students will choose which out of the three suits their risk and return.
Stock assimilation	Students will explore how the stock market works and experience the risk involved in this type of investment.

Objective 3: Accept responsibility for and understand personal and societal consequences of financial decisions.

GUAM DEPARTMENT OF EDUCATION
Division of Curriculum and Instruction

PILOT COURSE EVALUATION

8. Guest Speaker – We try to get a local professional from our community to tie in what was learned and for students to see that what is being learned is really applicable or needed today. Also, a great resource for students to ask deeper or other questions we did discuss, cover or may not know.

9. Professional business etiquette – Students got to apply their guest speaker protocol where they took lead with our class guest from the beginning to the end.

5. ASSESSMENT: Please identify the methods used to assess the student learning. Include actual achievement data.

1. Portfolio creation: Every student needed to create the given documents for their end of the quarter evaluation.

2. Quiz & Test: Base on the attached excel data analysis, we can see a growth in student learning and what topic they truly enjoyed.

3. Performance evaluation: Student needed to show and display they can accomplish the given task by applying the financial skills "FS" in class. Examples are:

A. Bank Slip (Fill out correctly) – Pre = 90% Failing and Post = 80% passing

B. Budget Sheet creation – Pre = 0% could not create correctly and Post = 80% can create

C. Apply rule of 72 calculation – 0% had no idea and Post = 90% can calculate and apply

D. Stock chart tracking of their shares – 0 % had no idea and about 80% can track and calculate shares

E. Credit card min. fee analysis – Pre= 10 % can analyze given chart and distinguish the effect of paying min. fee only. Post= 80% can understand chart and analyze the effect of low to high percentage min. fee payment affect.

6. STRUCTURE: Please describe how the Pilot Course/Program fit into the daily routine:

Scheduling pattern:

The Pilot course BS 310 (P) was scheduled for 2nd period/block from 9:30 am – 11:15 am. This was a 100 minute block schedule for one semester long from August 2016 to January 2017. Also, this class was given to students who had or have taken basic algebra or had basic math skills.

Grouping pattern:

For first quarter I had each student randomly sit within the first two rows of each section of my class. They were grouped into five members for each team. Each team had to pick their managers and

GUAM DEPARTMENT OF EDUCATION
Division of Curriculum and Instruction

PILOT COURSE EVALUATION

7. Service learning projects, conference and other activities was not accomplished or completed due to lack of funds, support or follow through.

8. Absences was the main issue why students failed and could not understand content and pass test given.

9. RECOMMENDATIONS FOR IMPROVEMENT:

1. Base on student survey and input, they wanted to make this class longer or be a two semester long.

2. Have good working computers before school starts. Utilize FSAIS or school personnel to fix, clean or assemble computers.

3. Better internet connection and maybe a Wi-Fi alternative to gain online materials faster.

4. Have some worksheets for student to take home or practice so they can master application skills better.

5. Try to have more speakers come in either before and after new content being covered.

6. Try to come up with more application challenges which seem to entice the student knowledge and competitiveness.

7. Make sure student taking this class had taken a basic computer course or class and have basic math skills such as pre-algebra.

8. Have my students present a financial literacy content to various classes to get the personal finance management awareness to seniors before they graduate and what adulthood financial decisions they will face.

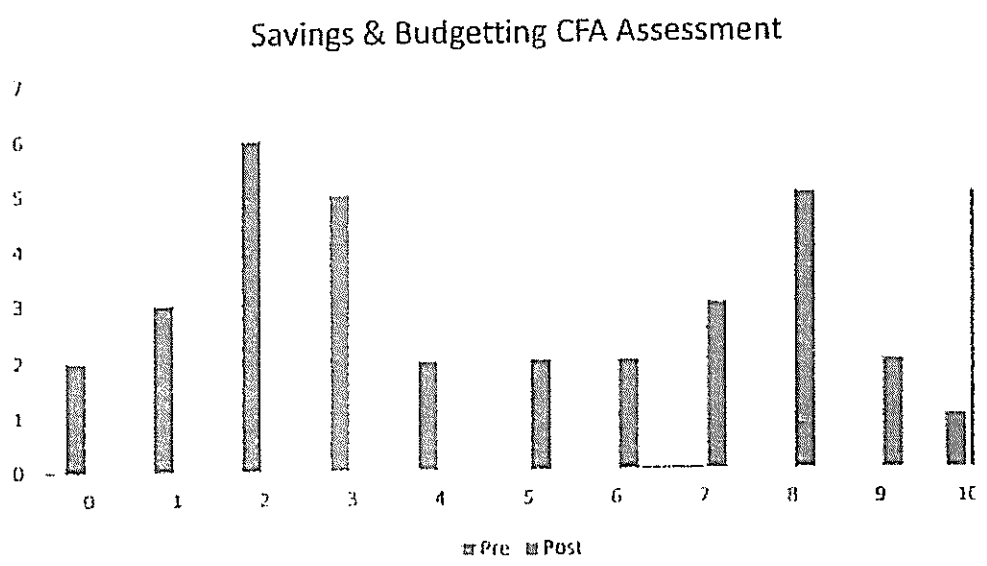
10. OTHER COMMENTS:

1. Maybe we can create a pre-requisite senior graduation course requirement with this content for one semester and offer another BS 310 B/second class for those who want to go deeper or learn more about this content.

2. If this class/course will be mandated, we can offer BS 310 A covering S&B, CC and investment and BS 310 B covering taxes, identity theft, insurance and financial calculation from all content to master skill level.

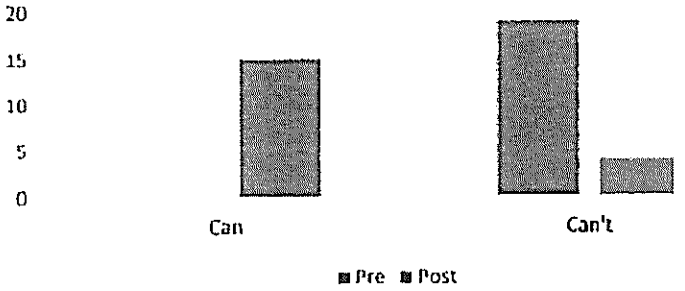
BS 310 (P) Personal Finance Management (Pilot)
AY 2016 - 2017 (1 Semester)

Savings CFA Assessment No. of correct answers.	Pre	Post
0	2	0
1	3	0
2	6	0
3	5	0
4	2	0
5	0	2
6	0	2
7	0	3
8	0	5
9	0	2
10	1	5
Total	19	19



Savings & Budgetting summary: Based on the data, majority of the students had grown with almost 90% class passing on the post test. Compared to the pre-test, alost 80% were failing and had no knowledge of this content as shown from the data.

Filling out a bank deposit slip. Can and Can't	Pre	Post
Can	0	15
Can't	19	4
Total	19	19

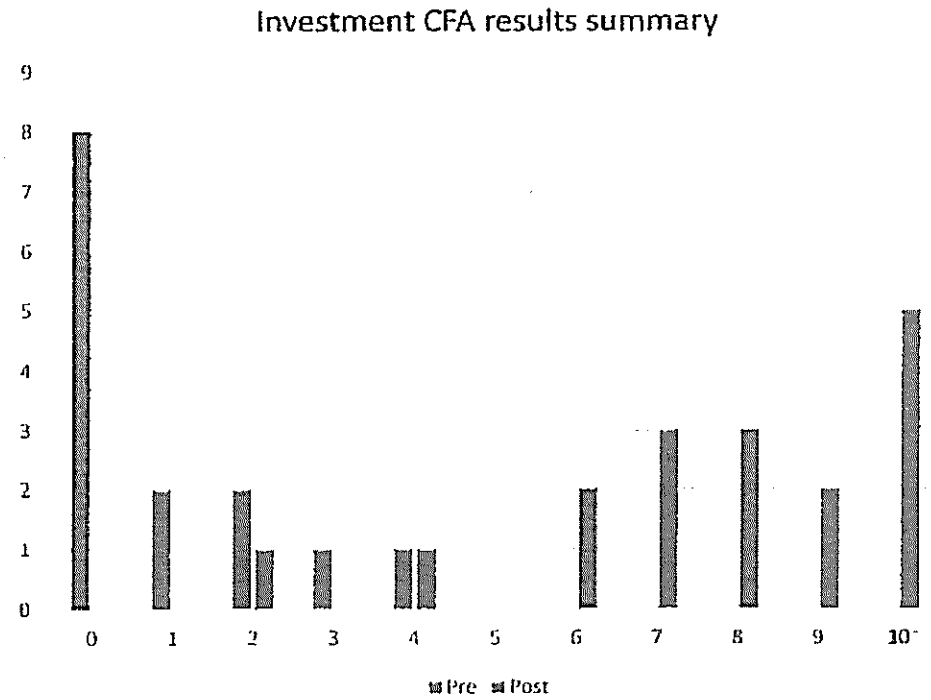


Bank slip challenge: Based on the data, everyone had no idea how to fill out a bank slip. This was a skill challenge and majority passed the challenge with almost 80 % of the class grasping the concept.

Created by: Mr. Gianchand, Clint

BS 310 (P) Personal Finance Management (Pilot)
AY 2016 - 2017 (1 Semester)

Investment CFA Assessment No. of correct answers.	Pre	Post
0	8	0
1	2	0
2	2	1
3	1	0
4	1	1
5	0	0
6	0	2
7	0	3
8	0	3
9	0	2
10	0	5
Total	14	17

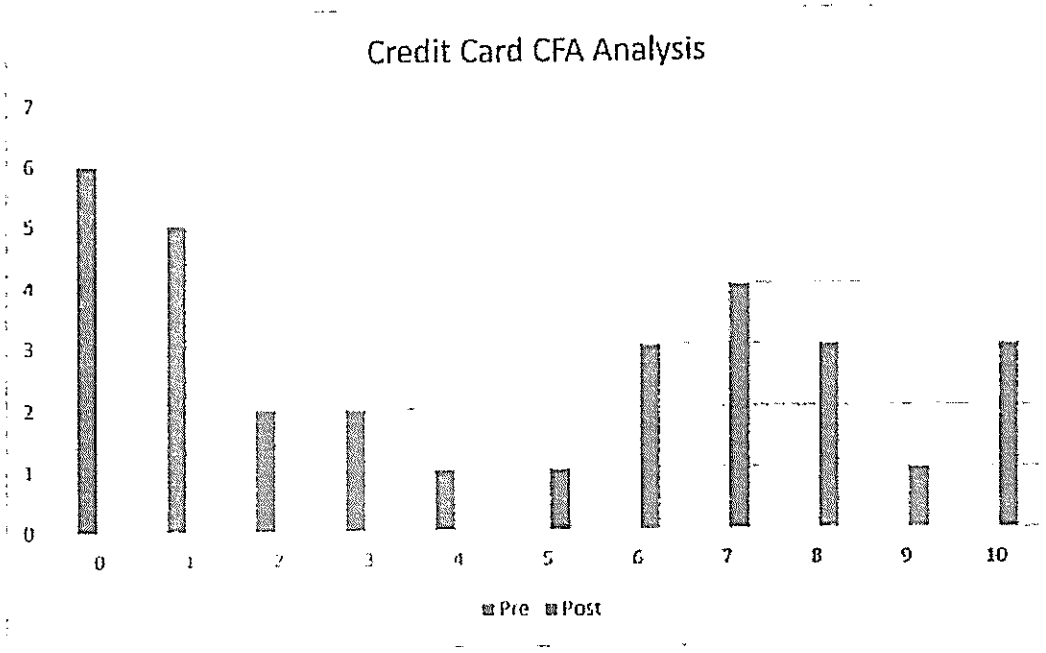


Investment summary data analysis: Base on the data, we can see students having low to no knowledge of content manner. The pre-test is moving to the left based on number of correct answers. The post test shows a growth moving to the right with more than 80% of class passing.

Created by: Mr. Gianchand, Clint

BS 310 (P) Personal Finance Management (Pilot)
AY 2016 - 2017 (1 Semester)

Credit Card CFA Assessment No. of correct answers.	Pre	Post
0	6	0
1	5	0
2	2	0
3	2	0
4	1	0
5	0	1
6	0	3
7	0	4
8	0	3
9	0	1
10	0	3
Total	16	15



Data anaylsis summary: Based on the data, we can see that majority of the class had 0% knowledge about credit card. After the post test, we can see that almost 90% of the class had gain the knowledge, skills and was one topic they really enjoyed.

Created By: Mr. Glanchand, Clint

DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT

www.gdoe.net
500 Mariner Avenue
Barrigada, Guam 96913
Telephone: (671) 300-1547/1536•Fax: (671)472-5001
Email: jonfernandez@gdoe.net

JON J. P. FERNANDEZ
Superintendent of Education

August 18, 2017

MEMORANDUM

TO: Chairman and Members, Guam Education Board

FROM: Superintendent of Education

RE: Request to consider name change of JP Torres Alternative School to JP Torres Success Academy

Håfa Adai! In accordance with Board Policy 625 and pursuant to GCA 17, Subsection 1105.1, I am requesting consideration to approve to change the name from Alternative School to J.P. Torres Success Academy.

In line with the Guam Education Board goals, J.P. Torres Alternative School has shifted its mission from modifying behavioral expectations towards credit recovery focused on meeting GEB Goal 1, by ensuring all students attending J.P. Torres Alternative School graduate and are groomed to be college-and career-ready. The J.P. Torres Alternative School community, led by the students, is seeking to rebrand of the school in order to remove the stigma associated with the past focus on behavioral issues.

Following SOP 100-103, a Renaming School Committee was formed in May 10, 2017. The committee was composed of Dexter Fullo, J.P. Torres Alternative School Principal; RK Kaminanga, an alumnus from J.P. Torres Alternative School; Janice Reyes, a parent of a student attending J.P. Torres Alternative School; and Dora Perez a representative of Santa Rita Mayor Dale Alvarez; and Mr. James Lujan from the Guam Education Board.

The committee held a hearing on Wednesday, August 2, 2017, 6 pm at J.P. Torres Alternative School cafeteria, where the proposal received broad support.

Information regarding this request is attached.

JON J.P. FERNANDEZ

Jon J.P. Fernandez
Superintendent of Education

.P. TORRES SUCCESS ACADEMY (JPTSA)
189 CHALAN PALE DUENAS HAYA ST., SANTA RITA
MAILING: 500 MARINER AVENUE, BARRIGADA GU 96913-1608
TEL. NO.: (671) 565-5291
www.gdoe.net/jptsa

Dexter Fullo
Principal

August 14, 2017

To: Superintedent of Education

From: Principal, JP Torres Alterantive School

Re: Request to consider name change of JP Torres Alternative School to JP Torres Success Academy

In accordance with Board Policy 625 and pursuant to GCA 17, Subection 1105.1, I am requesting your permission to get approval from the Guam Education Board to change the name from J.P. Torres Alternative School to J.P. Torres Success Academy.

In line with the GEB Goals, J.P Torres Alternative school has shifted its mission from modifying behavioral expectations towards credit recovery focused on meeting GEB Goal 1, by ensuring ALL students attending JP Torres Alternative School graduate and are groomed to be college- and career-ready. The JP Torres Alternative School community, led by the students, addressed the rebranding of the school as they wish to remove the stigma that comes from the past focus of behavioral issues.

Following SOP 100-003, a Renaming School Committee was formed in May 10, 2017. The committee composed of the JP Torres Alternative School Principal, an alumnus from JP Torres Alternative School, a parent of a student attending JP Torres Alternative School, and a community member, as well Mr. James Lujan from the Guam Education Board.

The committee met on May 18, 2017 at the Superintedent Conference Room to ensure all protocols were followed with regards to SOP100-003. The committee has released a notice for a public hearing on July 27, 2017 which also included the media. Five working days later, a public hearing was scheduled on August 2, 2017 at JP Torres Alternative School cafeteria at 6pm.

There were fifteen members that showed up in the public hearing to include two students, two board members, parents, several community members, and faculty and staff. All members that spoke were in favor of the name change. The attendance sheet is attached and a video/audio recording can be made available upon request.

Input was also solicited and collected online through the school website and email. Twenty-two responses were submitted digitally - from community members, former graduates, and faculty/staff. The overwhelming majority were in favor of the name change from JP Torres Alternative School to JP Torres Success Academy. Their responses are attached in the following page.

Jon J.P. Fernandez
Superintendent of Education

.P. TORRES SUCCESS ACADEMY (JPTSA)
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TEL. NO.: (671) 565-5291
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Dexter Fullo
Principal

The stakeholders, most especially our students, are working towards the rebranding of the school's reputation. The overwhelming responses are in favor of the name change to reflect a particular focus - success of a student not based solely on academics, but on social emotional growth, as well. One of the first steps to formalize this shift is a change of name, as it reflects our efforts to ensure all students are learning at high levels while still being held to high academic standards. Our school community will employ all necessary efforts to ensure our identity is synonymous with resilience, innovation, and empathy.

Again, on behalf of the stakeholders of JP Torres Alternative School, we humbly request that the current school's name of J.P Torres Alternative School be changed to J.P Torres Success Academy.

Thank you for your kind attention to this matter.

Dexter Fullo
JP Torres Principal

From: **JESSE IGLESIAS** <jciglesias@gdoe.net>
Date: Fri, Jul 28, 2017 at 9:00 AM
Subject: Re: Press Release: JP Torres Alternative School Proposed Name Change
To: "Christopher J. Anderson" <cjanderson@gdoe.net>

Hafa Adai Mr. Anderson, am so happy to hear and maybe its about time that JP Torres has a new name for their school in stead of the name "Alternative", however, using the name Academy can be an over expression of a "High" school image.

Academy is more aimed towards a particular skill or profession for work over a high school where there are goals and objectives that students need to achieve to move to college or skill level jobs .

I feel students need to understand the difference of educational level. My question is: What makes that school an "Academy"?

My suggestion is to remove the word "Alternative and replace it with "High" School.

Just a concern that we educators need to access.

Thanks
SFC Iglesias

Responses – for Name Change
JP Torres Alternative School

Timestamp	What is your role or association with JP Torres?	What should be the name of our school?	Please (briefly) explain your choice.
2017/08/02 9:38:49 PM GMT+10	JP Faculty / Staff	JP Torres Success Academy	We are thriving to make sure that those who choose to come to us for their second chance do succeed in obtaining that high school diploma. I know that we at JPTORRES are a family that cares for our students.
2017/08/02 9:44:37 PM GMT+10	Other	JP Torres Success Academy	Positive environment for students at risk
2017/08/02 9:49:02 PM GMT+10	Recent graduate	JP Torres Success Academy	For every student to have success and achieve their goal to graduate. JP Torres Success Academy is a second chance, so take the opportunity while you can if given to you.
2017/08/02 10:13:25 PM GMT+10	JP Faculty / Staff;Parent/Guardian/Relative/Friend of JP student	JP Torres Success Academy	sounds more positive
2017/08/02 10:45:28 PM GMT+10	Parent/Guardian/Relative/Friend of JP student	JP Torres Success Academy	I think that with the name change, people would look at the school diffently.. I correct people when they talk about how bad this school is. Lets change the name so people can realize thats it is not just alternative school. It is a success academy.
2017/08/03 2:49:01 AM GMT+10	Other	JP Torres Success Academy	"Success" school is more affirming and promotes something that sounds positive while "alternative" school makes the school sound less of a priority and implies something less serious and intentional in a way.

Timestamp	What is your role or association with JP Torres?	What should be the name of our school?	Please (briefly) explain your choice.
2017/08/03 3:38:55 AM GMT+10	Parent/Guardian/Relative/Friend of JP student	JP Torres Success Academy	It's no longer an alternative school. Students are in an environment that promotes success.
2017/08/03 6:39:46 AM GMT+10	JP Faculty / Staff	JP Torres Success Academy	Success Academy is more appropriate for our students because our goal is to make them succeed in their first goal in life....getting their diplomas.
2017/08/03 9:22:43 AM GMT+10	Other	JP Torres Success Academy	Have a positive school name for positive students. The students are all there working toward their high school completion goals.
2017/08/03 11:46:08 AM GMT+10	Other	JP Torres Success Academy	The alternative school was used to correct negative behaviors, the success academy offers students the opportunity to meet his or her credit requirements, quicker. More capacity must be in place to meet the needs of ALL STUDENTS THAT ARE IN NEED FOR CREDIT RECOVERY
2017/08/03 11:55:03 AM GMT+10	Other	JP Torres Success Academy	The stigma of JP Torres Alternative School has always been that of a negative one. If a student wasn't doing to well or maybe even troublesome, the immediate "alternative" was to send them to JP Torres where they'd be placed with others who most consisted to be just like them. However, these learners are just like any other regardless of where they come from, what school they've attended. They maybe just have made some bad choices, or rather difficult ones that they had little to no control of. But after time, they have proven

Timestamp	What is your role or association with JP Torres?	What should be the name of our school?	Please (briefly) explain your choice.
			themselves to be the best they can - dedicated to ensuring they no longer are a statistic but rather the result of absolute "success". Hence, these learners, the factually and staff of JP Torres fully deserve to be acknowledged for their hard work and dedication and most especially, their successes.
2017/08/03 12:14:52 PM GMT+10	Parent/Guardian/Relative/Friend of JP student	JP Torres Success Academy	There is power in words (Dweck)...success denotes a positive...alternative denotes a school for kids that couldn't make it. Let's make our kids a success!
2017/08/03 12:17:07 PM GMT+10	JP Faculty / Staff	JP Torres Success Academy	Brings a sense of positivity and optimism of what the school will be. A rebranding of the school will encourage all stakeholders to move forward with what the school will produce for the future of our island. "Alternative School" just has a negative connotation because of what the school previously stood for.
2017/08/03 1:39:08 PM GMT+10	Recent graduate	JP Torres Success Academy	We are success students. Regina.Billuk
2017/08/03 2:35:04 PM GMT+10	Other	JP Torres Success Academy	Positivity breeds positive results.
2017/08/03 2:35:05 PM GMT+10	Other	JP Torres Success Academy	Positivity breeds positive results.

Timestamp	What is your role or association with JP Torres?	What should be the name of our school?	Please (briefly) explain your choice.
2017/08/03 4:35:33 PM GMT+10	JP Faculty / Staff	JP Torres Success Academy	This is no longer a reformative school for the island's students. Rather, it is an institution meant to promote success, and to offer second chances to those whose circumstances have lead them down paths undesired. To attend JP would be to CHOOSE success, to be resilient.
2017/08/03 4:59:02 PM GMT+10	Other	JP Torres Alternative School	JP TORRES ACADEMY SCHOOL
2017/08/03 5:19:29 PM GMT+10	Other	JP Torres Success Academy	Success for all students! Sends a more positive message.
2017/08/03 6:55:15 PM GMT+10	Other	JP Torres Alternative School	JP Torres Alternative High School allows the school to provide two programs that can help adults obtain a high school diploma and the other program will help struggling students to catch up on credits who have fallen behind during their high school years. Calling it a Success Academy is affiliated with charter schools and for profit organizations. A disadvantage is that a success academy promotes succes and almost guarantees success through its name. An Altenrative adult high school program still promotes the opportunity without a sense of guarantee. One last drawback is all Guam high school parents would love to have their kids succeed and should be entitled to attend the Success

Timestamp	What is your role or association with JP Torres?	What should be the name of our school?	Please (briefly) explain your choice.
			Academy. The alternative name offers many programs, to include self pace, home school curriculums if you choose. It provides flexibility for the administration and GDOE.
2017/08/04 12:40:37 AM GMT+10	Other	JP Torres Success Academy	Alternative meanings are replacement, substitute, change and could be perceived negatively. Whereas, success means achievement, accomplishment, victory, triumph, realization, triumph = "success story" exactly what JP Torres has proven to be.

J.P.TORRES ALTERNATIVE SCHOOL

PUBLIC HEARING

JP Torres Alternative School Proposed Name Change

Wednesday, August 02, 2017

SIGN IN SHEET

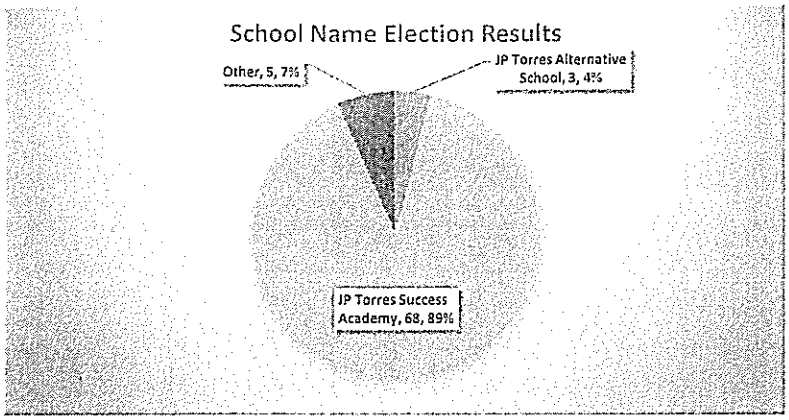
	Name	Stakeholder Type	Contact Number(s)	Email address	Signature
1	[illegible]	[illegible]	[illegible]		
2	[illegible]	[illegible]	[illegible]	[illegible]	
3	[illegible]	[illegible]	[illegible]		
4	[illegible]	[illegible]	[illegible]	[illegible]	
5	[illegible]	[illegible]	[illegible]		
6	[illegible]	[illegible]	[illegible]	[illegible]	
7	[illegible]	[illegible]	[illegible]	[illegible]	
8	[illegible]	[illegible]	[illegible]		
9	[illegible]				
10	[illegible]	[illegible]	[illegible]	[illegible]	
11	[illegible]	[illegible]	[illegible]	[illegible]	
12	[illegible]	[illegible]	[illegible]	[illegible]	
13	[illegible]	[illegible]	[illegible]	[illegible]	
14	[illegible]	[illegible]	[illegible]	[illegible]	
15					
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21					
22					
23					

School Name Election Results

Partcipants	JP Torres Alternative School	JP Torres Success Academy	Other
Faculty	1	11	1
Staff	1	9	2
Student	1	48	2
Total Votes	**3**	**68**	**5**

Rationale Comments

JP Torres Alternative School	JP Torres Success Academy	Other
I believe the current name is something we need to build towards, like a 5-star hotel. We can get there, but there should be a checklist and criteria we must meet. The program is an alternative way our students are trying to graduate. Success academy is more of a	In rebranding the school, I believe the name should reflect the mission and vision of the school. The word "alternative" doesn't sound positive.	JP Torres Credit Recovery High School because it makes more sense that we reflect a name that serves its purpose
	New name, new program	JP Torres Credit Recovery High School: This is what we do."
It's another opportunity for students	Although I want the Alt. School, we need to get away from the Alt. School name stigma	JP Torres Credit Recovery High School because credit recovery is our primary directive/goal--second chance for HS students
	Sounds more positive. Allows our students to actually believe and know they would be provided the resources to graduate & succeed Sounds more positive Because we already voted/approved the name change due to negative mindset towards our students when applying for jobs It sounds more positive towards GDOE goals and to the students Positive name, positive students	Peaches High
	We need a new mindset. Therefore, we need a new name. Change is good.	
	Alternative gives them an option. Success will make them prevail The students here are aiming to succeed to get that diploma Just because... Success Academy is more in tune with what we are trying to accomplish. Succeeding in our goals for our students The "Alternative" school name carries a negative stigma, and we want our students, as well as, want our island community to have a more positive outlook on our students as future leaders Because we are all here to succeed Success sounds positive. "Alternative School" here already has a stigma I believe we can show success with our students. They are the reason we are here, to see them succeed Sounded better and works with the name It's a better choice of name	
	Because we are all looking, searching for success. Also, we are here to succeed	
	Because it sounds unique and professional	
	Because JP Torress students that are really here right now want to succeed So, please keep it that way. We will all guide each other on successful paths	
	Because when you mention JP Torres Alternative School, everyone knows this school as a place for bad kids; a disciplinary school. We want to be introduced as something better than that	
	Alternative doesn't sound right. Success. Success is what we need to succeed	
	It just sounds right to me, and JP Torres Alternative is for people who have behavior problems We are trying our best and we havent' given up on ourselves We are aiming for success; we do not need to be reminded and seen as delinquients We are a success academy You've all been telling us yourselves that are no longer an alternative school, but a success academy Because we are no longer an alternative school Just sounds better JP Torres Success Academy sounds more appropriate because we students are here to earn our credits, not be disciplined like middle schoolers In my opinion, JP Torres Alternative School sounds more like a school for naughty students Success, of course, it shows a good name to the public and other schools It stands out It sounds Bada** My reason is it sounds more of a school that'll help you in the long run Sounds more successful Because alternative doesn't sound good I prefer JP Torres Success Academy because people know JP Torres Alternative School as the school before, which was PACE It has more meaning to it I just like it that way So it doesn't sound like just an alternative school	
	It shouldn't be named alternative school because everyone else will still believe it's a school for bad students. I like JP Torres Success Academy because students benefit in and out of school and become successful once they graduate	
	Because I like the name JP Torres Success Academy it's really good We are not a school of behaviorial issues It gives us students who didn't think hard about our education and it gives a second chance to succeed More of a better name for the school and students. And it gave me more hope when it is JP Torres Success Academy We are no longer considered inadequate. Everytime I meantion that I attend this school, I will always have to explain myself as to why we are no longer an alternative.	


School Name Election Results
Other, 5, 7%
JP Torres Alternative School, 3, 4%
JP Torres Success Academy, 68, 89%

New Business

Descriptor Term:	Descriptor Code:	Issued Date:
COMMITTEES	115	03/19/13
	Rescind:	Issued:
	110	

Board Policy

Standing Committees

The Guam Education Board shall through the Chairman have the following Standing Committees:

- Executive
- Instructional and Academic Support
- Safe and Healthy Schools
- Organizational Efficiency and Development

Executive Committee

The Executive Committee shall be comprised of the Chairman, Vice-Chairman and the members serving as Chairpersons of the respective Standing Committees.

Special Committees

The Chairman may create, with the consent of the Board, any special committee (including Ad Hoc and Liaison Committees).

The tenure of the special committee shall be at the completion of their assigned task or at the pleasure of the Board.

Membership and Voting

The Chairman shall appoint, with the consent of the Board, the members of each special committee. No special committee shall contain more than four (4) voting members of the Board. The Chairman may appoint with the consent of the Board, persons other than Board members to serve on the special committees. Any such non-Board member of a special committee may or may not have voting privileges on the special committee, as determined at the time of his appointment to the special committee. The members of each special committee shall select the special committee chairman.

Special Committees Operational Guidelines

The Board shall not be bound by the statement of action of any special committee individual committee member.

Special committees shall serve in an advisory capacity to the Guam Education Board.

Each special committee may, in its deliberations, work with the Superintendent of Education and staff.

Each special committee shall deliberate and consider all matters referred to it by the board and make appropriate recommendations within a reasonable time to the Board. Each special committee may deliberate and make recommendations to the Board on other matters within in jurisdiction.

Each special committee shall make progress reports to the Board periodically or as requested.

Adopted: Board of Education 10/2/79
Amended: 12/2/94
Amended: Guam Education Policy Board 8/9/07
BP 115 (Committees) rescinds BP 110 (Advisory Councils).

Amended: Guam Education Board 03/19/13

Descriptor Term:	Descriptor Code:	Issued Date:
COMMITTEES	115	03/19/13
	Rescind: 110	Issued:

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- Fiscal Management

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Amended: Guam Education Board ~~03/19/13~~08/22/17

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Amended: Guam Education Board 08/22/17

GEB PROPOSED DRAFT REORGANIZATION – STANDING AND SUB-COMMITTEES

Executive	Instructional & Academic Support	Safe & Healthy Schools	Organizational Efficiency & Development	*(New)* Fiscal Management *(Local & Federal Funds)*
Board Operations & Administration	Curriculum / Career Tech Education	Student Conduct	Personnel Rules & Regulations	Finance & Budget
Community Relations	Head Start	Food & Nutrition/Child Nutrition	Personnel Staffing	Non-Appropriated Funds *(NAF)*
Fiscal Management	Special Education	Facilities & Maintenance	Emergency Procedures	Federal Grants
Instructional & Academic Support	Chamorro Studies	Plant & Equipment Mgmt.		
Safe & Healthy Schools	Text Books Adoption	Interscholastic Sports		
Org Efficiency & Development	Universal Pre-K Program			
	Curriculum Pilot Courses			
	Professional Educator Certification			

AD HOC – Special Timeline Committees

GEB Liaisons

Middle College Concept		NASBE
School Calendar		Educators' Certification Commission
Collective Bargaining Agreement		Governmental Affairs
GEB Policy & Procedural Manual		
Strategic Planning		
Superintendent Evaluation		
Accreditation		

DRAFT

Descriptor Term:	Descriptor Code:	Issued Date:
BOARD MEETING ORDER OF BUSINESS	125.02	06/18/13
	Rescind:	Issued:

Board Policy

The following order of business and the agenda presented pursuant thereto shall be followed for regular meetings unless altered by a majority vote of Board members present.

1. Call to Order
2. Roll Call of Members
3. Public Participation
4. Approval of minutes of meetings held since last approval of minutes
5. Receipt of Communications and Reports
6. Old and Unfinished Business
7. New Business, including committee reports needing action
8. Executive Session
9. Announcements and Adjournment

Announcements may be made at any time, at the discretion of the Chairman. Public participation may be place elsewhere in the meeting schedule at the discretion of the Chairman.

Adopted: Board of Education 04/24/73
Revised: 04/29/77; 10/02/79; **06/18/13**

Descriptor Term:	Descriptor Code:	Issued Date:
BOARD MEETING ORDER OF BUSINESS	125.02	06/18/13
	Rescind:	Issued:

Board Policy

The following order of business and the agenda presented pursuant thereto shall be followed for regular meetings unless altered by a majority vote of Board members present.

1. Call to Order
2. ~~Roll Call of Members~~Approval of Minutes
3. Public Participation
4. ~~Approval of minutes of meetings held since last approval of minutes~~ Communications
5. ~~Receipt of Communications and Reports~~Ex-Officio Member Reports
6. ~~Old and Unfinished Business~~Unfinished Business/Committee Reports
7. ~~New Business, including committee reports needing action~~ New Business
8. Executive Session
9. ~~Announcements and~~ Adjournment

Announcements may be made at any time, at the discretion of the Chairman. Public participation may be placed elsewhere in the meeting schedule at the discretion of the Chairman.

Adopted: Board of Education 04/24/73
Revised: 04/29/77; 10/02/79; 06/18/13; 08/22/17

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Descriptor Term:	Descriptor Code:	Issued Date:
BOARD MEETING ORDER OF BUSINESS	125.02	06/18/13
	Rescind:	Issued:

Board Policy

The following order of business and the agenda presented pursuant thereto shall be followed for regular meetings unless altered by a majority vote of Board members present.

1. Call to Order
2. Approval of Minutes
3. Public Participation
4. Communications
5. Ex-Officio Member Reports
6. Unfinished Business/Committee Reports
7. New Business
8. Executive Session
9. Adjournment

Announcements may be made at any time, at the discretion of the Chairman. Public participation may be placed elsewhere in the meeting schedule at the discretion of the Chairman.

Adopted: Board of Education 04/24/73
Revised: 04/29/77; 10/02/79; 06/18/13; **08/22/17**

Leilani M.B. Cruz (GEB) <lmbcruz@gdoe.net>

NASBE Annual Conference 2017: Registration now OPEN!

NASBE Events <communications@nasbe.org> Sat, Aug 12, 2017 at 2:59 AM
Reply-To: NASBE Events <communications@nasbe.org>
To: Leilani <lmbcruz@gdoe.net>

Join NASBE for Annual Conference 2017! View this email in your browser

NASBE
National Association of State Boards of Education

Annual Conference 2017:
Moving Beyond the State Plan: Equity, Excellence, Innovation



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Moving Beyond the State Plan:
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You are invited to NASBE's Annual Conference at The Westin Buckhead Atlanta. Join us!

November 1-4, 2017

Register today!

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Our mailing address is:
National Association of State Boards of Education
333 John Carlyle Street, Suite 530
Alexandria, VA 22314
www.nasbe.org

Doc. No. 34GL-17-0903.

The 2017 NASBE Annual Conference



Conference Information

November 1-4, 2017

All conference activities* will take place at:

The Westin Buckhead Atlanta

3391 Peachtree Road N.E.

Atlanta, GA 30326

404.365.0065

*With the exception of the Wednesday, November 1 evening opening reception and State Night activities on Thursday, November 2

Hotel Information

The Westin Buckhead Atlanta

3391 Peachtree Road N.E.

Atlanta, GA 30326

404.365.0065

Attendees are responsible for making hotel reservations. Please call the hotel directly at 404.365.0065 or connect via its **online reservation website** (https://www.starwoodmeeting.com/events/start.action?id=1604145646&key=90F103) to make your room reservation. To guarantee NASBE's special group rate of $179 per night (plus applicable taxes), you must make your reservation no later than 5:00 pm on October 9, 2017. After that time, higher rates will apply and rooms may not be available. Please identify yourself as a NASBE Conference attendee. **NASBE will not make hotel reservations for attendees.**

You support NASBE by staying at the Westin Buckhead Atlanta in our negotiated room block. Meeting our financial obligations to the Westin for our room block has a long-term benefit: It helps NASBE negotiate lower rates for our conferences in the future, and it lowers your out-of-pocket travel costs. When we fill our contracted room block, we avoid unnecessary financial penalties, which strengthens our negotiation efforts in the future to keep conference costs manageable.

Begin Registration (registration-1.asp?reg=)

I MINA' TRENTAI KUÅTTRO NA LIHESLATURAN GUÅHAN
2017 (FIRST) Regular Session

Bill No._____-34 (COR)

Introduced by: Joe S. San Agustin
William M. Castro
Dennis G. Rodriguez, Jr.

AN ACT TO AMEND SUBSECTION (l) (13) OF §715, CHAPTER 7 OF TITLE 1, GUAM CODE ANNOTATED, RELATIVE TO CONVERTING THE ONE HUNDRED EIGHTY (180) INSTRUCTIONAL DAYS REQUIRED EACH SCHOOL YEAR BY THE DEPARTMENT OF EDUCATION TO ONE THOUSAND TWO HUNDRED SIXTY (1,260) INSTRUCTIONAL HOURS.

BE IT ENACTED BY THE PEOPLE OF GUAM:

Section 1. Legislative Intent. *I Mina' Kuåttro Na Liheslaturan Guåhan* finds that the computation of One Hundred Eighty (180) instructional days as a required unit of attendance each year by students in the Guam Public School System sometimes leads to requiring an excess of makeup time when portions of instructional days are eliminated due to unforeseen circumstances. For example, at times students are released early from school attendance due to lack of water, power, a safety concern, or other event where it is necessary to send students home. At times, due to a safety concern, students are removed from a school building for only an hour or so, then allowed back in to resume their studies.

While students may have already attended classes for a number of hours before being released to go home or removed from the buildings, releasing students early or removing them from the buildings for an hour or two requires the makeup

of a complete instructional day, as the loss of a portion of a day is the loss of one complete day.

In order to facilitate make up days coinciding with the actual amount of instructional time lost, it is desired to convert instructional days into instructional hours. This would facilitate the situation where students may have lost several hours one day, and several hours another day, to have one Seven (7) hour make up day to make up for the loss of these portions of days.

To compute required instructional hours, the One Hundred Eighty (180) instructional days are converted into hours based on Elementary School days to hours of Five (5) hours per day per school week, Middle School and High School Senior High days to hours of Seven (7) hours per day per school week of instructional days.

Section 2. Subsection (l)(13) of §715, Chapter 7 of Title 1 of the Guam Code Annotated, is amended to read:

"(13) at least one hundred eighty (180) instructional days, or its equivalence, including make-up days each school year with school years ending no later than thirty (30) days following the end of the calendared school year. The one hundred eighty (180) instructional days are to be converted into equivalent hours by computing Elementary School days at five (5) hours per day for a total of nine-hundred (900) hours per year, and by computing Middle School days and High School Senior High days at seven (7) hours per day for a total of one thousand two hundred sixty (1,260) hours per year.

Scheduled Easter and Christmas breaks shall not be included in make-up days or hours; and"

IMINA' TRENTAI KUÅTTROLIHESLATURAN GUÅHAN
2017 (FIRST) Regular Session

BILL NO. 159- 34 (COR)

Introduced by: Joe S. San Agustin
William M. Castro
Dennis G. Rodriguez, Jr.

AN ACT TO AMEND § 6102 OF ARTICLE 1, CHAPTER 6, DIVISION 2 OF TITLE 17, GUAM CODE ANNOTATED, RELATIVE TO EXTENDING THE DUTY TO SEND CHILDREN TO SCHOOL FROM THE AGE OF SIXTEEN (16) YEARS TO THE AGE OF EIGHTEEN (18) YEARS.

Section 1. Legislative Intent. While the High School program through the Department of Education on Guam provides education to students up through the age of Eighteen (18), and beyond if the student is in need of special education, there is no duty in Guam law for parents, guardians or other persons having control or charge of a child to send that child to school until the age of Eighteen (18) years. The law allows a child to leave school at the age of Sixteen (16) years, although there is no opportunity for a child at that age to obtain employment or engage in another worthy activity. Also, cutting short a child's educational program shortchanges that child's future and in all likelihood leaves him or her without the necessary skills to contribute meaningfully to society over the long term. Since a Sixteen Year (16) old is a minor, under the jurisdiction of a parent, guardian, or other person having control of the minor, it is proper for the duty to send a child to

school to the age of Eighteen (18) to be imposed on the parent, guardian, or other person having control of the minor.

Section 2. § 6102 of Article 1, Chapter 6, Division 2 of Title 17, Guam Code Annotated, is amended to read:

"§ 6102. Duty to Send Children to School. Any parent, guardian or other person having control or charge of any child who is *at least* five (5) years of age and has *not* reached the age of ~~sixteen(16) years~~ eighteen (18) years, *not* exempted under the provisions of this Article, shall send the child to a public or private full-time day school for the full-time of which such schools are in session, *except* that the starting date of school for children five (5) years of age shall be determined by the provisions of §§ 6103 and 6107of this Article. The Superintendent is authorized to establish attendance areas. Any parent, guardian or other person having control or charge of any such child who is at least five (5) years of age, and has *not* reached the age ~~sixteen(16)years~~ eighteen (18) years, who fails to comply with provisions of this Section, *unless* excused or exempted therefrom, is guilty of a violation for the first offense, and subject to a fine of *not more* than Fifty Dollars ($50.00). For each subsequent offense, the person is guilty of a petty misdemeanor."

DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT

www.gdoe.net
500 Mariner Avenue
Barrigada, Guam 96913
Telephone: (671) 300-1547/1536•Fax: (671)472-5001
Email: jonfernandez@gdoe.net

JON J. P. FERNANDEZ
Superintendent of Education

August 17, 2017

RECEIVED
AUG 18 2017
GUAM EDUCATION BOARD
TIME 2:15 pm

MEMORANDUM

TO: Chairman and Members, Guam Education Board

FROM: Superintendent of Education

RE: Education Financial Supervisory Commission, Declaration of Financial Status Designations, Code C-Watch, Corrective Financial Recovery Plan for 2017 Fiscal Year to Date: June 2017

The Education Financial Supervisory Commission (EFSC) issued Declaration of Financial Status Designation (FSD) on July 31, 2017, for the month of June 2017. A Code C-Watch has been issued for budget object categories 230 Contract, 362 Water, and 363 Telephone for the period ending June 30, 2017. The EFSC FSD for June 2017 was received by the Guam Education Board (GEB) office on August 15, 2017. The EFSC summary spreadsheet for the June 2017 FSD is attached.

The Corrective Financial Recovery Plan as required by law follows below. This plan must be provided to the Guam Education Board within twenty (20) working days of receipt of the EFSC issued Watch. The GEB shall review, modify and approve by resolution, the Financial Recovery Plan and submit it to the EFSC within fifteen (15) working days of receipt from the Superintendent of Education.

Code C-Watch Corrective Financial Recovery Plan

In summary and pursuant to the FY17 Spending Plan as approved by GEB Resolution 2016-14, GDOE anticipates reoccurring C-Watches (projected shortfalls) in a number of operational object classes for the remainder of the fiscal year. The Corrective Financial Recovery Plan to remedy these C-Watches throughout the fiscal year is to transfer funding from personnel lapses on a quarterly basis.

230 Contract

The projected shortfall, $1,404,363 for the period ending June 30, 2017 is the result of $0 allotments for the 4th quarter. The department will prepare a GF allotment modification transferring to transfer funds from personnel to contractual in the 4th quarter, to address the FSD C-Watch and projected shortfall.

362 Water
The projected shortfall, $403,152 for the period ending June 30, 2017 is the result of $0 allotments for August and September. The department will prepare an allotment modification to transfer funds from personnel to Water to address the FSD C-Watch and projected shortfall.

363 Telephone
The projected shortfall, $28,974 for the period ending June 30, 2017 is the result of $0 allotments for September and the result of adjustments in ERATE contracts and abatements which took effect in June. The department will prepare an allotment modification to transfer funds from personnel to telephone to address the FSD C-Watch and projected shortfall.

The corrective actions necessary for the remediation of the EFSC Financial Status Designations (FSD) are being addressed. A resolution (Resolution No. 2017-12) has been prepared outlining above for the GEB approval in the next regular meeting and is attached for review. Please let me know if you would like to discuss this matter in greater detail.

JON J.P. FERNANDEZ

Attachments

cc: Deputy Superintendent of Finance and Administrative Services

GUAM EDUCATION BOARD
RESOLUTION NUMBER 2017-12

Introduced by: **Guam Education Board Members**

RELATIVE TO APPROVING THE CORRECTIVE FINANCIAL RECOVERY PLAN PREPARED IN RESPONSE TO THE CODE C-WATCH ISSUED BY THE EDUCATION FINANCIAL SUPERVISORY COMMISSION FOR THE MONTH OF JUNE 2017

WHEREAS, 17 GCA Chapter 3 §3133 established the Education Financial Supervisory Commission (EFSC) to develop financial performance indicators that produce a monthly financial designation status for the Guam Department of Education (GDOE); and

WHEREAS, on July 31, 2017, the EFSC issued Declaration of Financial Status Designation (FSD) for June 2017; and issued a Code C-Watch for budget object categories 230 Contract, 362 Water, and 363 Telephone for the period ending June 30th; and

WHEREAS, 17 GCA Chapter 3 §3133(d)(3) defines Code C-Watch as a negative variance report exceeding two percent (2%) of the approved budget amount when combining year-to-date actual and annualized projections at the time of reporting; and

WHEREAS, the June 2017 EFSC FSD dated August 10, 2017, was transmitted and received by the Guam Education Board (GEB) office on August 14, 2017; and

WHEREAS, 17 GCA Chapter 3 §3133(e)(3) requires that the GEB review, modify and approve by resolution the Corrective Financial Recovery Plan (CFRP) and submit it to the EFSC within fifteen (15) working days of receipt from the Superintendent of Education; and

WHEREAS, on August 17, 2017 the Superintendent of Education provided to the GEB a CFRP to address the projected Code C-Watch shortfalls in budget object categories 230 Contract, 362 Water, and 363 Telephone for the year to date period ending June 30, 2017, requiring allotment modifications from lapsed funding in personnel to contractual, water, and telephone; and

NOW THEREFORE BE IT RESOLVED, that the Guam Education Board approves the Corrective Financial Recovery Plan submitted to the Board on August 17, 2017 by the Superintendent of Education; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be transmitted to the EFSC.

DULY AND REGULARLY ADOPTED BY THE GUAM EDUCATION BOARD ON THIS _____ DAY OF _____ 2017.

PETER ALECXIS D. ADA
Chairman, Guam Education Board

JON J.P. FERNANDEZ
Executive Secretary, Guam Education Board

GDOE Education Financial Supervisory Commission

August 10, 2017

Peter Alecxis D. Ada
Chairman
Guam Education Board
P.O. Box DE
Hagåtña, Guam 96932

RE: Declaration of Financial Status Designation

Dear Chairman Ada,

Please find herein the June 2017 Declaration of Financial Status Designations (FSD) by the GDOE Education Financial Supervisory Commission (EFSC).

Should you have any questions or concerns please do not hesitate to contact me at (671) 475-9412.

Sincerely,

Lester L. Carlson Jr.
Chair
GDOE Education Financial Supervisory Commission

Cc: EFSC Members:
Artemio Hernandez, Vice-Chair, Director – Office of Finance and Budget
Doris Flores Brooks, Member, Public Auditor
Christine Baleto, Member, Director – Department of Administration
Vincent Duenas, Member, Parent Representative

RECEIVED
AUG 14 2017
GUAM EDUCATION BOARD
TIME 11:30 am INITIAL

Authority: 17GCA, Article 1, Chapter 3, §3133 creates the Guam Department of Education Financial Supervisory Commission (EFSC) as an independent body to assist the GDOE and the Guam Education Board (GEB) with the task of monitoring and managing all public education financial resources. The EFSC's primary role is to monitor the financial health of the GDOE by developing and supervising a financial status designation of GDOE finances.

Declaration of Financial Status Designation

Fiscal Year-to-Date: 10/1/2016 to 06/30/2017

The GDOE Education Financial Supervisory Commission pursuant to Article 1, Chapter 3, §3133(c)(6) of Title 17, Guam Code Annotated hereby issues a CODE C – Watch indicating that the Guam Department of Education (GDOE) has a negative variance report exceeding two percent (2%) of the approved budget amount when combining year-to-date actual and annualized projections at the time of reporting for budgetary object categories:

230 Contract
362 Water
363 Telephone

Month of June 2017

The GDOE Education Financial Supervisory Commission pursuant to Article 1, Chapter 3, §3133(c)(6) of Title 17, Guam Code Annotated hereby issues a CODE B – Warning indicating that the GDOE has a negative variance report exceeding ten percent (10%) of the year-to-date budgeted amount in an expense category or five percent (5%) in aggregate at the time of reporting for budgetary object categories:

363 Telephone

Required Action

CODE C - Watch. The Superintendent of Education, in conjunction with the Deputy Superintendent of Finance, shall submit a Corrective Financial Recovery Plan to eliminate Watch conditions within twenty (20) working days of an EFSC-issued Watch to the GEB. The GEB shall review, modify and approve by resolution the corrective Financial Recovery Plan and submit it to the EFSC within fifteen (15) working days of receipt from the Superintendent of Education.

CODE B - Warning. The Superintendent of Education, in conjunction with the Deputy Superintendent of Finance, shall submit an explanation of variance within five (5) working days of an EFSC Warning to the GEB and EFSC that explains each expenditure category above the approved budget amount as outlined in the Fiscal Year 2016 twelve (12)-month Expenditure Operations Plan.

The designations declared as defined in Article 1, Chapter 3, §3133(d) of Title 17, Guam Code Annotated were unanimously assigned on July 31, 2017. Accordingly, on behalf of the EFSC, this report is hereby submitted and filed with the **Guam Education Board Members, GDOE Superintendent, GDOE Deputy Superintendent of Finance, *I Maga'låhen Guåhan*, the Speaker of *I Liheslaturan Guåhan*, and Members of the EFSC.**

Doc. No. 34GL-17-0903.

Education Financial Supervisory Commission Fiscal Year 2017 Financial Status Designation Report

Department: Guam Department of Education
Fund: Consolidated Local Funds
Account No.: ALL

Budget Act(s): P.L. 33-185
YTD Exp.Date 6/30/2017

A	B	C	D	E	F	G	H	I	J
Account Code	Budget Act(s) Appropriations	Reserve	Allotments	GDOE YTD Expenditures	Manual Adjustment	Projected Remaining Expenditures	Projected Lapse/ (Shortfall)	CODE	Encumbrances
111 Salary	135,753,733	0	135,753,733	98,515,815	0	35,365,543	1,872,375	A-Stable	0
112 OT	173,269	0	173,269	927	0	217	172,125	A-Stable	0
113 Benefits	47,771,013	0	47,771,013	34,341,207	0	12,263,043	1,166,763	A-Stable	0
Total Personnel	**183,698,015**	**0**	**183,698,015**	**132,857,950**	**0**	**47,628,803**	**3,211,262**	**A-Stable**	**0**
220 Travel	17,760	0	17,760	11,185	0	3,728	2,847	A-Stable	0
230 Contract	17,256,105	0	17,256,105	15,563,351	(1,568,000)	4,665,117	(1,404,363)	C-Watch	6,462,093
233 Rent	0	0	0	0	0	0	0	A-Stable	0
240 Supplies	2,016,516	0	2,016,516	949,316	0	316,439	750,762	A-Stable	691,545
250 Equipment	2,459,148	0	2,459,148	385,207	0	128,402	1,945,539	A-Stable	297,420
270 Wkrs Comp	5,000	0	5,000	0	0	0	5,000	A-Stable	0
271 Drug Testing	300	0	300	0	0	0	300	A-Stable	0
290 Misc.	100,000	0	100,000	0	0	0	100,000	A-Stable	0
361 Power	11,729,952	0	11,729,952	8,830,856	0	2,943,619	(44,522)	A-Stable	0
362 Water	3,416,374	0	3,416,374	2,864,644	0	954,881	(403,152)	C-Watch	0
363 Telephone	130,356	0	130,356	119,498	0	39,833	(28,974)	C-Watch	88,433
450 Cap. Outlay	813,936	0	813,936	5,130,600	(5,130,600)	0	813,936	A-Stable	0
Total Operations	**37,945,447**	**0**	**37,945,447**	**33,854,656**	**(6,698,600)**	**9,052,019**	**1,737,373**	**A-Stable**	**7,539,490**
GRAND TOTAL	**221,643,462**	**0**	**221,643,462**	**166,712,606**	**(6,698,600)**	**56,680,822**	**4,948,635**	**A-Stable**	**7,539,490**

	Monthly Variance				Year-to-Date Variance			
Account Code	12-Month Operations BUDGET	Monthly ACTUALS	Variance	CODE	12-Month Operations BUDGET	Year-to-Date ACTUALS	Variance	CODE
111 Salary	15,664,074	15,349,349	314,724	A-Stable	103,882,755	98,515,815	5,366,940	A-Stable
112 OT	30,577	927	29,650	A-Stable	112,115	927	111,188	A-Stable
113 Benefits	5,475,987	5,157,933	318,055	A-Stable	36,554,307	34,341,207	2,213,100	A-Stable
Total Personnel	**21,170,638**	**20,508,209**	**662,429**	**A-Stable**	**140,549,177**	**132,857,950**	**7,691,227**	**A-Stable**
220 Travel	0	1,078	(1,078)	B-Warning	16,649	11,185	5,465	A-Stable
230 Contract	0	1,891,656	(1,891,656)	B-Warning	13,171,346	13,995,351	(824,005)	A-Stable
233 Rent	0	0	0	A-Stable	0	0	0	A-Stable
240 Supplies	0	122,318	(122,318)	B-Warning	1,754,137	949,316	804,822	A-Stable
250 Equipment	75,639	64,508	11,131	A-Stable	2,232,231	385,207	1,847,024	A-Stable
270 Wkrs Comp	0	0	0	A-Stable	0	0	0	A-Stable
271 Drug Testing	0	0	0	A-Stable	300	0	300	A-Stable
290 Misc.	0	0	0	A-Stable	105,000	0	105,000	A-Stable
361 Power	980,525	1,146,957	(166,432)	B-Warning	11,383,634	8,830,856	2,552,778	A-Stable
362 Water	297,476	647,005	(349,529)	B-Warning	3,118,898	2,864,644	254,254	A-Stable
363 Telephone	13,500	13,334	166	A-Stable	105,678	119,498	(13,820)	B-Warning
450 Cap. Outlay	0	0	0	A-Stable	655,452	0	655,452	A-Stable
Total Operations	**1,367,140**	**3,886,854**	**(2,519,714)**	**B-Warning**	**32,543,325**	**27,156,056**	**5,387,270**	**A-Stable**
GRAND TOTAL	**22,537,778**	**24,395,063**	**(1,857,285)**	**B-Warning**	**173,092,502**	**160,014,006**	**13,078,497**	**A-Stable**

Notes:

Column C - There are no Reserve amounts pursuant to P.L. 33-185

Column F - Manual Adjustments of $6,698,600 includes $1,568,000 related to the JFK Maintenance and Insurance CapFA expenditure and the $5,130,600 relates to the CapFA Lease Payment not included in the appropriations to the GDOE in Column B.

The 12-Month Operations data excludes $19,224,309 in appropriations for Charter Schools ($8,060,000), projected Child Nutrition Reimbursement & Cash Collections ($11,164,309).

Definitions:

A-Stable: Indicating that the GDOE has positive variance reports in all budgeted expense categories at the time of reporting.

B-Warning: Indicating that the GDOE has a negative variance report exceeding ten percent (10%) of the year-to-date budgeted amount in an expense category or five percent (5%) in aggregate at the time of reporting for budgetary object categories.

C-Watch: Indicating that the GDOE has a negative variance report exceeding two percent (2%) of the approved budget amount when combining year-to-date actual and annualized projections at the time of reporting for budgetary object categories.

IBOGS REPORT

GDOE BOARD MEETING

August 22, 2017

1. **Student Orientation**

Throughout the month of August, the Island-wide Board of Governing Students have been attending the various high school student orientations before school year 2017-2018 began. We, as a group, thought the best way to go out into our community and inform the students and parents about IBOGS is through the student orientation. At the orientation, we talked about what IBOGS is and what we do as a group. Parents and students were very intrigued about what IBOGS is and had positive comments and remarks.

2. **First day of School**

The first day of school year 2017-2018 was very successful. For the IBOGS, some members were able to greet all the new and returning students at their respected school before the first bell. Others were able to meet new students throughout the day. The only issue that came up were issues concerning student schedules. A lot of students had issues with their schedules on the first day, which led to an overflow of students trying to get to their counselors. Other than that, the first day of school in each of the high schools ran very smoothly.

Submitted by: Ernie John G. Samelo, IBOGS Chairman

Executive Session