DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT

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JON J.P. FERNANDEZ
Superintendent of Education

November 6, 2018

2018 NOV 14 AM 10:41 C.S.

Mr. Edward Birn
Director
Department of Administration
P.O. Box 884
Hagatña, Guam 96932

Re: iLearn Academy Charter School: Fiscal Year 2019 November 2018 Allotment Request

Hafa Adai,

Upon review of the iLearn Academy Charter School (iLearn) Fiscal Year (FY) 2019 November 2018 Allotment Request by our Internal Audit Office (IAO) in collaboration with members of the iLearn, I am unable to submit my verification of accuracy as required by Public Law (P.L.) 34 - 116, Chapter II, Part I, in its entirety.

Our IAO was able to validate **$233,468.92** of the invoiced total. Please see attached verification report. This validation is based on actual invoices submitted to the IAO on November 5, 2018.

Please advise my office if you have any further questions or concerns regarding this matter.

Sincerely,

Jon J.P. Fernandez
Superintendent of Education

Attachment

Cc: Chairman and Members, Guam Education Board
Speaker, 34th Guam Legislature
iLearn Academy Charter School

Vice Speaker Therese M. Terlaje
34GL-18-2555
NOV 14 2018
Time: 9:41
Received by:

2555

JON J.P. FERNANDEZ
Superintendent of Education

DEPARTMENT OF EDUCATION
INTERNAL AUDIT OFFICE
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FRANKLIN
COOPER-NURSE
Chief Auditor

November 6, 2018

MEMORANDUM

TO: Jon J.P. Fernandez, Superintendent of Education

CC: Taling M. Taitano, Deputy Superintendent of Finance and Administrative Services

FROM: Franklin J.P. Cooper-Nurse, Chief Auditor, Internal Audit Office

SUBJECT: November 2018 Review of iLearn Academy Charter School's Invoices

Hafa Adai,

The Guam Department of Education (GDOE) Internal Audit Office (IAO) has completed its review of iLearn Academy Charter School (iLearn)'s first allotment request for November 2018. GDOE (IAO) is authorized by Public Law (P.L.) 34-116 to verify charter school invoices for accuracy and report its findings within 10 days.

On November 6, 2018, IAO received the Department of Administration (DOA)'s transmittal for iLearn's November 2018 (Part 1) Allotment Request of $237,969.92. IAO was able to validate **$233,468.92** of iLearn's submitted invoices.

IAO was unable to validate $4,501 for a learning application due to the lack of procurement documentation to evidence competitive procurement. Per 17 GCA Chapter 12 §12107(c)(4), charter schools are subject to Guam Procurement Law. See Table 1 and Appendix 1 for details.

Table 1: November 2018 (Part 1) Allotment Request

	A	B	C	(B-C) = D
Object Class	iLearn's Drawdown	Submitted Invoices	IAO's Validation	Difference
Personnel Salaries	$ 58,242.37	$ 58,242.37	$ 58,242.37	$ -
Personnel Benefits	$ 5,226.55	$ 5,226.55	$ 5,226.55	$ -
Contractual	$ 174,501.00	$ 174,501.00	$ 170,000.00	$ 4,501.00
TOTAL	$ 237,969.92	$ 237,969.92	$ 233,468.92	$ 4,501.00

P.L. 34-116 provides $6,088 for each student up to 620 students or a maximum of $3,774,560. Based on enrollment reports provided by iLearn, 569 students were enrolled as of October 19,

2018. Based on the per pupil cast, iLearn's current FY 2019 budget is $3,464,072. For FY 2019, IAO validated $525,923.13 of expenditures, leaving an unexpended balance of $2,938,149. See Tables 2, 3, and 4 for details.

Table 2: FY 19 Validation Summary

	A	B	C	(B-C) = D
Month	iLACS Drawdown	Submitted Invoices	IAO's Validation	Difference
October	$ 237,136.71	$ 237,136.71	$ 237,136.71	$ -
October Part 2	$ 55,317.50	$ 55,317.50	$ 55,317.50	$ -
November Part 1	$ 237,969.92	$ 237,969.92	$ 233,468.92	$ 4,501.00
Total (FY 2019)	**$ 530,424.13**	**$ 530,424.13**	**$ 525,923.13**	**$ 4,501.00**

Table 3: FY 19 Remaining Funds

Funding Per Student	$	6,088
Current Enrollment		569
iLearn's Budget as of 10/19/2018	$	3,464,072
Less: IAO's Validations	$	(525,923)
FY 2019 Remaining Funds	$	2,938,149

Table 4: FY 19 Enrollment Summary

	Grade Level						
Months	K	1	2	3	4	5	Total
Oct-18	126	127	89	102	67	58	569
Average	**126**	**127**	**89**	**102**	**67**	**58**	**569**

Per P.L. 34-116, Guam Academy Charter Schools are to receive local appropriations in proportion to the ratio of cash received by GDOE for FY 2019. IAO will be including data relative to GDOE's cash receipts in future validation reports. Charter school available funds will be based on the proportion of cash received by GDOE as required by law.

Should you have any questions or concerns, please contact Leana Willess at 300-3697 or lmwilless@gdoc.net, and Franklin Cooper-Nurse at 300-1336 or fjtcooper-nurse@gdoe.net.

Appendix 1: iLearn November 2018 (Part 1) Invoice Details

Object Code and Class	Reference	Vendor	Invoice #	Invoice Date	Invoice Amount	Validated	Validated Amount
111 Personnel	C-2.1	Sanford Technology Group	204126-04J	11/1/2018	$ 58,242.37	✔	$ 58,242.37
						Subtotal	$ 58,242.37
113 Personnel Benefits	C-3.1	Sanford Technology Group	204126-04J	11/1/2018	$ 5,226.55	✔	$ 5,226.55
						Subtotal	$ 5,226.55
230 Contractual	C-4.1	Saint Paul Christian School		November-18	$ 170,000.00	✔	$ 170,000.00
230 Contractual	C-4.2	Nearpod Inc	13623	10/31/2018	$ 4,501.00		$ -
						Subtotal	$ 170,000.00
						Total	**$ 233,468.92**