DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT

www.gdoe.net
500 Mariner Ave. Barrigada, Guam 96913
Telephone: (671)475-0457 or 300-1547/1536•Fax: (671)472-5001
Email: jonfernandez@gdoe.net

JON J.P. FERNANDEZ
Superintendent of Education

2018 NOV 26 AM 10:57

November 21, 2018

Honorable Therese M. Terlaje
Acting Speaker, 34th Guam Legislature
163 Chalan Santo Papa
Hagatna, Guam 96910

Dear Acting Speaker Terlaje:

Håfa Adai! I am submitting the Guam Education Board packet for the Regular Board Meeting scheduled for Tuesday, November 27, 2018, 6 pm, in the Gallery, DOE Bldg. B, Tiyan.

Should you have any questions, please contact me at 300-1627.

Vice Speaker Therese M. Terlaje
34GL-18-2593
NOV 26 2018
Time: 9:52
Received by:

Attachment
- GEB Meeting Packet

2593

Public Notices

Minutes

GUAM EDUCATION BOARD

501 Mariner Avenue
Barrigada, Guam 96913-1608
Telephone Number: (671) 300-1627
Facsimile Number: (671) 472-5001
Website Address: www.gdoe.net/geb

MARK B. MENDIOLA
Chairman

MARIA A. GUTIERREZ
Vice Chairwoman

8th Guam Education Board

REGULAR MONTHLY MEETING

Tuesday, November 27, 2018

6 PM

Gallery, Building B, Tiyan

AGENDA

I. Meeting Call to Order

II. Approval of Minutes

ACTION 1. Minutes of October 30, 2018 Regular Meeting

III. Public Participation (BP 125.6) Time Limit 3 minutes

IV. Communications

INFO 1. Correspondence

INFO 2. Superintendent's Report and Communication

V. Ex-Officio Member Reports

INFO 1. IBOGS

INFO 2. GFT

INFO 3. Mayor's Council of Guam

VI. Unfinished Business/ Committee Reports

1. **Executive Committee**

ACTION a. Board Self-Reflection

2. **Instructional & Academic Support Committee**

ACTION a. Head Start Report

ACTION b. Business Education & Consumer Family Sciences Program

ACTION c. Algebra II Honors, Genetics Honors, Peer Support and Draft STEM Strategic Plan Pilot Courses

3. **Safe & Healthy Schools Committee**

a. Interscholastic Sports

b. Central Middle School

4. **Organizational Efficiency and Development Committee**

INFO a. Ad-Hoc Special Committee – Nepotism (Update)

5. **Fiscal Management**

INFO a. Update on FY18 Budget / FY19 Budget / FY20 Budget

VII. New Business

1. Head Start Grant

VOTING MEMBERS: Mark B. Mendiola, Chairman, Maria A. Gutierrez , Vice Chairwoman, Peter Alecxis D. Ada, Lourdes M. Benavente, Robert A. Crisostomo, James C. Lujan, Ronald L. McNinch, PhD, Lourdes B. San Nicolas
EX-OFFICIO MEMBERS: Hacie San Jose (SSHS) - IBOGS Representative, Mark McCarthy (AHES) - GFT Representative, Mayor, Rudy M. Matanane, MCOG Representative
EXECUTIVE SECRETARY: Jon J. P. Fernandez, GDOE Superintendent

Doc. No. 34GL-18-2593.

VIII. Executive Session

The Board of Education reserves the right to go into executive session during any part of the meeting. Based on the Open Govt. Law specific matters can only be discussed. (Personnel Matters, Collective Bargaining Agreement, Contracts, and Litigation).

IX. Adjournment

Youth Congress representatives sworn in

By Meghan Swartz
meghan@postguam.com

Thirty of Guam's youngest leaders were inaugurated as representatives in the 32nd Guam Youth Congress on Saturday.

"Today we usher in a new wave of changemakers," Sen. Régine Biscoe Lee said during the ceremony at the Guam Congress Building. "Whether it's fighting to raise the smoking age, striving to improve education or working to protect our environment, the Guam Youth Congress has made clear that our young people are committed to playing their part in shaping the future of our island."

First established in 1972, GYC "has played a pivotal role in representing the desires and aspirations of our island's youth," according to a Guam Legislature press release.

GYC representatives chose Christian Valencia as speaker, Jacob Richards as vice speaker and Stephanie Lorenzo as secretary following their inauguration.



GUAM YOUTH CONGRESS: *Thirty of Guam's young leaders will represent the island's youth as part of the 32nd Guam Youth Congress. The representatives were sworn in Saturday at the Guam Congress Building.*
Photo courtesy of Sarah Elmore/Guam Legislature

List of representatives

Representatives of the 32nd GYC are:

Cabrini Aguon, Okkodo High School
Byron Blas, Father Duenas Memorial School
Travis Blas, Saint Paul Christian School
Abreanna Cruz, Academy of Our Lady of Guam
Kyle Dahilig, Okkodo High School
Noel-Brandon Degracia, Dededo
Joshua Dichoso, Dededo
Loren Dinsman, Guam Community College
Maria Dolojan, University of Guam
Abel Isaiah Duenas, George Washington High School
Daven Felisan, Yigo
Prairie Garrido, University of Guam
Al Edrich Labang, University of Guam
Stephanie Lorenzo, Barrigada
Jewel Amber Maigue, Guam High School
Valina Matanane, John F. Kennedy High School
Keandra McDonald, Agana Heights
Jenae Pereda, Guam Community College
Zachary Pierre-Paul, Guam Community College
D'Marco Quinene, Ordot-Chalan Pago
Tristan Quintanilla, Agat
Jacob Richards, Yigo
Chelsea Roque, Simon Sanchez High School
Casey Marie Rosario, Tiyan High School
Elijah Tabat Santos, John F. Kennedy High School
Javan Santos, Barrigada
Vicente Blas Taijeron, Tamuning-Tumon-Harmon
Kyla Ann Trinidad, George Washington High School
Christian Valencia, Yigo
Yssabelle Valencia, Simon Sanchez High School

Guam Museum hosts Holiday Fair with dozens of vendors

The Guam Museum Foundation Inc. kicked off its inaugural Holiday Fair on Saturday morning at the Guam Museum in Hagåtña.

The holiday fair, which was held from 10 a.m. to 4 p.m., was the first of its kind and hosted 67 unique vendors, with each vendor selling and demonstrating something different from the others.

There was a special kiddie vendor section where kids were able to sell their own arts and crafts, and toy items.

"Participating children were able to make sales on their own, a great learning lesson and experience for all of them," stated a release from the foundation. "Less than three hours after opening of the fair, kiddie vendor Slime Sisters – Teah and Gabriella McDonald – were the first vendors to sell out."

The two young sisters sold homemade slime in their booth, which was called the Slime Bar, and offered packaged homemade slime and a buffet of mix-in decorations used as toppings.

"There were several food trucks for all to enjoy that were spread out throughout the Guam Museum grounds. Pay-Less Markets Inc. presented an eduKitchen booth that provided cooking demonstrations and food tasting for healthy foods and holiday foods," the release added.

'The foot traffic never stopped'

Local vendor Simeon Palomo said, "I have been participating in Guam holiday fairs for the past 10 years, and I've never, ever seen and experienced a fair like this. The foot traffic never stopped since the fair started and ended, and the customers were great."

Joanne Zanoni, the mother of 16-year-old vendor Zachary Zanoni, said the mother and son had an "amazing" time at the fair.

"I have been to holiday fairs every year and none have had any children vendors. My 16-year-old son, Zachary, is autistic, so allowing him the opportunity to join this fair was a great learning experience for him."

She said Zachary learned how to communicate with potential customers, and also sharpened his business and math skills.

"He sold out of all of his toys, so this made him extremely happy and excited to do this again someday," said Joanne Zanoni.

The Holiday Fair was coordinated by Leona Young, executive director, Friends of the Guam Museum, Guam Museum Foundation Inc.; and Guam Museum member and volunteer Stacy McDonald-Flores.

(Daily Post Staff)



ZACHARY'S TOY SHOP: *Sixteen-year-old vendor Zachary Zanoni, pictured with mother Joanne, had a successful day of sales during the Holiday Fair. Joanne Zanoni said Zachary "sold out of all of his toys" during the event Saturday. Photo courtesy of the Guam Museum Foundation Inc.*

GUAM EDUCATION BOARD
501 Mariner Avenue
Barrigada, Guam 96913-1608
Telephone Number: (671) 300-1627
Facsimile Number: (671) 472-5001
Website Address: www.gdoe.net/geb

MARK B. MENDIOLA
Chairman

MARIA A. GUTIERREZ
Vice Chairwoman

8th Guam Education Board
REGULAR MONTHLY MEETING
Tuesday, November 27, 2018
6 PM
Gallery , Building B., Tiyan

AGENDA

I. Meeting Call to Order
II. Approval of Minutes
III. Public Participation
IV. Communications
V. Ex-Officio Member Reports
VI. Unfinished Business/ Committee Reports
VII. New Business
VIII. Executive Session
IX. Adjournment

Individuals requiring special accommodations or information may contact Christie San Nicolas, Administrative Officer at 671-300-1627 or by email: csannicolas@gdoe.net.

Agenda to be available on GEB website at least 72 hours before the meeting. This advertisement was paid for by GDOE local funds.

Doc. No. 34GL-18-2593.

Minutes

Public Notices

GUAM EDUCATION BOARD

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

MARK B. MENDIOLA
Chairman

MARIA A. GUTIERREZ
Vice Chairwoman

8th GUAM EDUCATION BOARD
REGULAR MEETING
Tuesday, October 30, 2018
6 pm
Gallery A/B, DOE Bldg. B., Tiyan

MINUTES

VOTING MEMBERS

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

EX-OFFICIO MEMBERS

Hacie San Jose (SSHS)
IBOGS Representative

Mark D. McCarthy (AHES)
GFT Representative

Mayor, Rudy M. Matanane
MCOG Representative

EXECUTIVE SECRETARY

Jon J.P. Fernandez
GDOE Superintendent

I. MEETING CALL TO ORDER

Mr. Mark B. Mendiola, Chairman, called the meeting to order at 6:00 p.m.

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:
Mendiola, Mark B. – Chairman
Gutierrez, Maria A. – Vice Chairwoman
Ada, Peter Alecxis
Benavente, Lourdes M.
Crisostomo, Robert A. (tele-conference)
Lujan, James C.
McNinch, Dr. Ron L.
San Nicolas, Lourdes B.

Non-Voting Members:
San Jose, Hacie – IBOGS Representative
McCarthy, Mark D. – GFT Representative
Matanane, Rudy M. – Yigo Mayor and MCOG Education Liaison*

Legal Counsel:
Stake, James

*Arrived after roll call

II. APPROVAL OF MINUTES

Ms. San Nicolas motioned, seconded by Dr. McNinch, to approve the September 25, 2018, special meeting minutes. The Board voted by voice with a vote of 8-0 for the motion, motion passed.

Ms. San Nicolas motioned, seconded by Dr. McNinch, to approve the October 30, 2018, regular monthly meeting minutes. The Board voted by voice with a vote of 8-0 for the motion, motion passed.

Mr. Ada requested consideration to allow for the rearranging around of the agenda and then go into public participation.

Doc. No. 34GL-18-2593.

Mr. Mendiola stated that he agrees and asked that the Board entertain a request from the Vice Chair and then they would address the public participation.

Ms. Gutierrez motioned, seconded by Mr. Lujan, to move the Executive Session and Executive Committee – Superintendent's Evaluation portions of the agenda up on the agenda and then proceed with the Public Participation and the remaining portions of the agenda. The Board voted by voice with a vote of 8-0 for the motion, motion passed.

Mr. Mendiola asked for everyone except voting members of the Board to exit the gallery until they come out of executive session.

III. EXECUTIVE SESSION

The Board moved into Executive Session at 6:05 pm. Mr. Mendiola asked all individuals, non-voting members to excuse themselves from the room.

The Board returned to Public Session at 6:27 pm.

IV. UNFINISHED BUSINESS/COMMITTEE REPORTS

1) Executive Committee

Superintendent's Evaluation – Ms. Gutierrez stated, pursuant to 17 GCA § 3103 and his employment contract, the Guam Education Board conducted his performance evaluation for the Superintendent of the Guam Department of Education, Mr. Jon J.P. Fernandez, for performance of his duties for the period of March 2017 through September 2018. The Board conducting the Superintendent's performance evaluation on October 16 – 19, 2018. She explained that the evaluation process and the seventeen item evaluation tool, which was based on the stipulation of 17 GCA § 3103 a – q, was approved by the Board on October 9, 2018. She stated that after Mr. Fernandez was given the opportunity to submit his self-appraisal the eight voting members independently rated him on each of the seventeen items, using a five-point scale, where one meant unsatisfactory and five meant outstanding. As a result, the Board found that in his duties and responsibilities, as agreed upon in his employment contract and in compliance with the stipulations of 17 GCA § 3103 a – q, Superintendent Fernandez garnered an overall average rating of 4.8 which is equivalent to outstanding.

Ms. Gutierrez motioned, seconded by Mr. Ada, to approve the results of the 2018 Performance Evaluation of Superintendent, Jon J.P. Fernandez as determined by the Guam Education Board. The Board voted by voice with a vote of 8-0 for the motion, motion passed.

Chairman Mendiola took the roll call for voting purposes. The following members were **present and voted** for the motion:

Voting Members:	**Vote:**
Ada, Peter Alecxis	Yes
Benavente, Lourdes M.	Yes
Crisostomo, Robert (Tele-conference)	Yes
Gutierrez, Maria A. – Vice Chair	Yes
Lujan, James C.	Yes
McNinch, Dr. Ron L.	Yes
San Nicolas, Lourdes B.	Yes
Mendiola, Mark B. – Chairman	Yes

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

Mr. Mendiola addressed the Superintendent stating that he has unanimous support from the Board and congratulated him.

Mr. Mendiola announced that some members needed to dismiss themselves from the meeting but noted that they would still have a quorum. Mr. Crisostomo, Mr. Ada and Dr. McNinch left the meeting. He then recognized Mayor Rudy Matanane for joining the meeting.

Mr. Mendiola stated, on behalf of the Board, he would like to thank the Superintendent, his management team, his staff, Dr. Zeni for assisting us during the evaluation process. He noted that a summary of the Superintendent's evaluation would be posted on the GDOE website and that a press release would be sent out this evening. Mr. Mendiola also thanked the principals for their presence and for supporting our superintendent. He also congratulated and thanked the principals for Principals' Month and recognized that they are doing an outstanding job.

V. PUBLIC PARTICIPATION – Jennifer Berry (CRT, Southern High School) – Ms. Berry stated that working with her students she noticed that there is a need for reliable public transportation. She stated that if our mission is to educate the children, they need to be able to have higher education or go to a job, and in order to do that, they need to have reliable transportation. She gave an example of one of her SPED students who was trained to take the mass transit. She noted that during the summer she was working and going to a job site but had to wait two hours for the transport to pick her up and go to the job. Many young people, experience these issues, especially those who live down south, and live further away. She commented that many parents are working and unable to transport their kids to work or school. She stated that when we talk about what is needed to ensure success after high school, it would be reliable public transportation. She stated that she wonders if this issue is something that the Board could bring up to the Governor and the Legislature.

Mr. Mendiola responded that Ms. Berry brings up a valid point. He noted that there is a public hearing tomorrow and he will be sure to bring up this issue at the hearing. He stated that he believes that we need to help our students, especially those who have transitioned into the work force.

Mr. Fernandez thanked Ms. Berry and commented that we have been working very hard to think about our high school students and the work that we can do to connect them to jobs and higher education. He assured Ms. Berry that in recent conversations, especially with GCC as we've designed or thought about designs about the Early Middle College opportunities, one of the big obstacles that we continue to raise is the transportation issue that affect students.

VI. COMMUNICATIONS

SUPERINTENDENT'S REPORT AND COMMUNICATION

Mr. Fernandez informed the Board that he did not have a report prepared for them but he did want to inform them of a couple of things. He noted that with the passing of Typhoon Yutu, we were spared but we recognized that our brothers and sisters in the CNMI are in need of some basic supplies. He informed everyone that we are conducting a coin drive at all of our schools and today, central office was asked to focus on supplies for babies and young children. He noted that with the help of our board members we are trying to figure out how to get all the donations to Saipan and Tinian.

Typhoon Mangkhut. Mr. Fernandez informed the Board that the Department was able to get the funding to pay all the employees who worked during Typhoon Mangkhut.

Public Hearing. Mr. Fernandez informed the Board that the Department has been preparing for the Public Hearing scheduled for tomorrow. The Public Hearing will be addressing the videos that show students fighting in the public schools and the questions regarding student safety. He noted that we are prepared to discuss what we have been doing to address those incidents and to send the tone going forward as to the tolerance level that we have in the school system for violence in our schools.

Doc. No. 34GL-18-2593.

Mr. Mendiola noted that he informed the Superintendent that he could submit his report to the Board but he also wanted to inform the Board of the protest that was dropped by CoreTech. He noted that the Superintendent is working to start the process of building Simon Sanchez High School.

The Superintendent noted that for Simon Sanchez, we do plan to be out at the school at 1 pm tomorrow. He stated that the purpose of the visit is to walk the Simon Sanchez community through the next steps of the process and to keep them involved. He also informed that the protestors did withdrawal the appeal but now we will still have to do the emergency procurement to ensure that we're covered for this month, for the custodial services while we move forward with the procurement process.

The Superintendent also noted that Deputy Taling Taitano has been working very hard, giving our resource situation, to pay those teachers who earned reclassification and are entitled to it, by law. He noted that we have been working on completing the process for all those who have earned their reclassification for the past year, prior to the freeze. He commented that they put the money into their education, played by the rules, it's in the law that we owe them these funds, so despite our challenges in resources we want to do our best to make them whole.

Mr. Mendiola noted that Tinian thanked the Superintendent for assisting. We want to thank the Coast Guard who will be transporting the items that the Central Office and the Department of Education will be donating to Tinian. He also noted that through working with Senator Will Castro and the One Marianas we're able to get private fishermen who will also be taking items up to Tinian. Mr. Mendiola thanked the Superintendent and his leadership team for assisting.

VII. EX-OFFICIO MEMBER REPORTS

IBOGS – The IBOGS report was provided in the board packets.

GFT – GFT Representative Mr. McCarthy read his report for the record. Mr. McCarthy stated that the GFT is requesting for information regarding two ongoing actions, one that was just addressed by Superintendent Fernandez, the Bonus Rewards Incentives Program (BRIP) and the teacher's reclassification. He stated that the BRIP, in April 2017, GFT members and stewards reached out to Superintendent Fernandez and the Guam Education Board for assistance in dealing with BRIP payments that had been owed to the teachers from School Year 2004 – 2005 and SY 2006 – 2007. The Guam Education Board motioned to acknowledge the BRIP pay owed and referred it to the Finance Committee for review and research and ordered the payment. The motion was approved. Mr. McCarthy stated that GFT would like clarified, whether the teacher who are expecting the BRIP payments and/or reclassification can reasonably expect to be paid and/or reclassified in the coming year. He stated that at the very least they are asking that the teachers be notified of their situation in writing and told what the status is.

Mr. Mendiola noted that in the Supplemental Budget Request we did include the flexibility for the Department to provide the reclassifications and increments. He stated that tomorrow, besides the issues that we are dealing with, we put those concerns as part of the overall packet to the Legislature. Initially, when we passed the BRIP, we sent a resolution down to the Legislature asking them for the funding source or the flexibility within the Department to address these issues. He stated that he believes the Department did its' due diligence by sending out the request and noted that the Department sent down a bill that would address many of these issues. He agreed with Mr. McCarthy that the teachers who fall under those categories need some form of communication as to where we are at with respects to BRIP and reclassification.

Mr. McCarthy responded that he felt communication would be very helpful. He noted that the employees in the office at GFT are being questioned frequently on the status of these issues.

Mr. Mendiola reassured him that we are moving as fast as we can with our role versus what the role of the Legislature is in terms of the funding. He stated that the Department is currently trying to ensure that we're making our current employees, especially with the issues that have been raised recently, are taken care of. He

stated that tomorrow, when then go before the Legislature, when it deals with safety, it will encompass everything. He stated that he is going to bring it up, that we continue to ask for funding, and this is the level of funding we get, and unfortunately we have to come correct and we'll leave it up to them.

Mr. Fernandez asked GFT that if they hear from their members on the issue of reclassification that feel they're in the category of pending payment, we are trying to resolve any individual matters and Ms. Taling is addressing those issues. Regarding the BRIP, point noted, we'll work and see what communication we can send to GFT to provide that update.

In regards to the hearing, Mr. Fernandez noted that he has received some comments about DOE having safety issues but asking for funding for reclassification and increments. He stated that the statement that the Board will make tomorrow is that yes, we're having safety issues, but we're asking our teachers and staff to be a part of the solution, to help monitor and prevent and maybe intervene in the worse cases when there are fights at school. At the same time when we're asking them and we're all working together to do that, the Legislature passed a budget that froze their basic increments, froze their reclassifications, froze promotions that are school aides have been waiting for and then place a hiring freeze that prevents us from filling those critical positions. Mr. Fernandez stated that with all of that said, he doesn't want us to be pitted against each other, it's all part of the equation, we need to ensure that we're keeping the morale of our employees up, at the same time we're asking them to help solve problems that come into our schools from the community. We need to ensure that we're dealing with all our basic obligations to our employees because all of us are being asked to step forward in trying to address these issues of school violence, which certainly aren't being taught in schools.

Mayor's Council of Guam – No report. Mayor Matanane informed the Board that he has been talking to Mayors to please, work closely with the schools. He stated that if the schools are having any problems, please let him know and he'll discuss with them.

VIII. UNFINISHED BUSINESS/COMMITTEE REPORTS

2) Executive Committee

NASBE Annual Conference Reporting – Ms. Gutierrez reported that Dr. McNinch, Ms. Benavente, student leader Nikki San Agustin, the Superintendent and herself attended the NASBE Annual Conference. She noted that they participated in very interesting sessions. She also noted that Guam was praised for having a student representative at the conference alongside fellow student representative with the Maryland State Board. Ms. Gutierrez also thanked the Board on behalf of NASBE President/CEO Kristen Amundson for the beautiful gift that she was presented. She noted that Guam was the only one who gave Ms. Amundson a gift. Ms. Gutierrez stated that she does not know where the next conference would be held since Ms. Amundson is stepping down from her positions. She stated that she was very impressed because NASBE has a National Council Education Executive, which consists of the Superintendents of the school systems and a National Council of Education Attorneys. She noted that she asked the president of the attorneys how much it would cost to have our attorneys become members of the National Council of Education Attorneys. Some of the topics that they address are also issues that we face in our school system, for example, bullying and marijuana. She stated that it would cost $130 per year and she asked the Superintendent to have our attorneys become members.

Education Oversight Hearing – Mr. Mendiola informed the public that there was a meeting held with the principals, administrators and the Superintendent. During the meeting, they discussed some issues and challenges going on in the Department. He mentioned that they have been seeing videos of students fighting pop up in the media. He stated that he and the Board feel confident in the Superintendent and his leadership addressing these issues administratively. He noted that he knows that there are remedies that are available for people to seek going through the process. He stated that during the conversations with administrators they informed them that they would do their best to get them the resources they need through the Supplemental Budget. He noted that they included a request in the Supplemental Budget to increase the capacity of our Student Attendance Officers to Student Resource Officers, which would give them greater latitude in dealing with issues as it pertains to discipline in the schools. Mr. Mendiola invited

Doc. No. 34GL-18-2593.

parents and stakeholders to tune in to the Education Oversight Hearing. He asked that they listen to the comments that are made and commented that they fees that the Department of Education has not been adequately funded to provide the necessary services and it puts an additional burden on our employees. He stated that safety has always been one of the pillars on our board and within the Superintendent's Evaluation, it also addresses the safety and management of our schools.

3) **Instructional & Academic Support Committee**
Head Start Report – Ms. Schroeder thanked Mr. Lujan for attending the Head Start Parent Conference. She noted that it was the first time that they had 100% attendance. Ms. Schroeder also stated that she needs to schedule a work session with the Board for the Duration Expansion Grant that is due December 1st.

Mr. Lujan moved, seconded by Ms. San Nicolas, to approve the Head Start Report as presented. The Board voted by voice and approved the motion with a vote of 5-0. The motion passed.

4) **Organizational Efficiency and Development Committee**
Ad-Hoc Special Committee Status Report - Nepotism – Mr. Mendiola noted the Ad-Hoc Committee work session was cancelled due to the typhoon.

Ms. Gutierrez informed everyone that the work session would be rescheduled. She noted that Dr. Sukola formed a team for the management side that consists of a principal from each school level and central office staff.

Mr. Mendiola asked if there were any board members on the committee.

Ms. Gutierrez responded that there were members who volunteered but also noted that it is open to all board members.

5) **Fiscal Management**
Update on FY18 /FY19 Budget – Mr. Mendiola restated that we submitted a supplemental budget, a bill and a resolution but none of the senators have acted on it. He stated that we would continue to push because we do need the support for the remainder of Fiscal Year '19 to provide some of the shortfall due to funding that has been shifted away from us. He noted that the three areas described in the supplemental budget were safety, the ability to build internal capacity in our Internal Audit Office, and the ability to address reclassification within the department without issues of funds being frozen. He noted that we requested for a total of about 16-17 million dollars. He stated that we submitted a 300 million dollar budget based on the 14 points. We will continue to push that effort on the political front but he asked that we continue to be vigilant on what is happening at the legislature because there are policy changes that can be detrimental to the Department.

Mr. Fernandez stated that he would work with the Budget Committee to work on three things relative to the budget, which are closing out FY18, making sure we're clear on the cash release schedule for 2019, and starting the audit work for 2018.

Ms. Gutierrez commented that she feels that they really need to take a position at the Legislature tomorrow. She stated that it bothers her to read an article that states that the Legislature is handing out pay raises to employees and we are unable to reclassify our teachers. She stated that it is very unfair and although she has two family members who are listed as receiving pay raises she does not care. She continued to state that employees should be treated the same, and when they are giving raises to their employees at the Legislature while they are cutting budgets elsewhere, it is disgusting.

Mr. Mendiola commented that they just received word prior to the board meeting that some employees in the Legislature received pay raises. He commented that here we are trying to push the issue of funding and they're questioning our priorities. He noted that he and Ms. Gutierrez would be down at the Legislature.

Ms. San Nicolas recommended that they confirm the amount for reclassification and prepare a resolution for the Legislature to transfer that amount to DOE.

Mr. Mendiola commented that it was a good suggestion.

IX. NEW BUSINESS

X. Announcements and Adjournment

Mr. Fernandez announced that the police department has been working with DOE on a kickball tournament. He informed that everyone that November 3rd would be the championships between seven schools at the Dededo Sports Complex at 9 am to 3 pm.

Mr. Mendiola congratulated the Superintendent and the winners of the MagPro. He also thanked the people who did the write ups for the nominations.

Ms. Gutierrez moved, seconded by Ms. Benavente to adjourn the meeting. The motion passed.

Mr. Mendiola adjourned the meeting at 7:07 p.m.

MINUTES SUBMITTED BY:

_____ **Date:** _____

CHRISTIE L. SAN NICOLAS
Administrative Officer

MINUTES OF OCTOBER 30, 2018 REGULAR BOARD MEETING:
( ) Approved as submitted
( ) Approved subject to corrections
( ) Other: _____

_____ _____

MARK B. MENDIOLA
GEB Chairman

JON J. P. FERNANDEZ
Executive Secretary/GDOE Superintendent

Date: _____ **Date:** _____

Doc. No. 34GL-18-2593.

Communications

Ex-Officio Member Report

EDDIE BAZA CALVO
Governor

RAY TENORIO
Lieutenant Governor

Office of the Governor Of Guam

November 20, 2018

Jon Fernandez, Superintendent
Guam Department of Education
501 Mariner Avenue
Tiyan, GU 96913

Hafa Adai Superintendent Fernandez:

I am writing to request action relative to the educational facilities at Tiyan, that belong to the Government of Guam and intended for educational purposes. Public Law 31-229, Section 8, authorized the Government of Guam to enter into lease agreements with Core Tech International to add extended facilities to the original school premises at Tiyan (that became Tiyan High School). The additional facilities that were eventually added include an existing office building (with land and parking lot), the construction of a new, three-story office building (with land and parking lot), and the construction of two new warehouses (with land and parking lot). Collateral equipment was also authorized to be purchased for the three-story office building and the warehouses.

Additionally, the Government of Guam was authorized to add to its lease agreement certain airport property that was on long-term license agreement for Core Tech's use and authorized for sub-licensing to the Government of Guam. Guam DOE is utilizing Building E of this sub-licensed property, as it had requested for additional office space until its proposed three-story office building could be completed. The three-story office building is now completed and Guam DOE has moved in and is occupying that facility, plus the original office building that was leased from Core Tech for DOE's use.

Given that Guam DOE is in possession and use of a three-story, 83,000 square foot new office facility, and is still using the original Core Tech office building, I have determined that Guam DOE no longer requires the use of the sub-licensed building otherwise known as Building E. As a result, I am requesting that Building E be returned to the Governor's Office on behalf of the Government of Guam. I would also like to request that you terminate any utility hookups and close out your billings with GWA, GPA and any other services that are being provided to Building E under DOE's name. Finally, I would like you to please turn over all keys to all rooms at Building E once you have completely vacated the facility and terminated all utility or telecommunications services to Building E. Please also ensure that no DOE vehicles or vehicles owned by DOE staff utilize the parking lot that is a part of Building E.

Doc. No. 34GL-18-2593.

Guam DOE has been a good tenant, but the time has come to utilize Building E for other authorized purposes as identified in P.L. 31-229. If you do not agree with my belief that Guam DOE has sufficient office space to address its administrative needs, with the acquisition of 83,000 square feet of new office space, plus maintaining the original Core Tech office space and building, I would like to schedule a site visit and tour of the office space at Tiyan to determine if such a request is reasonable.

To ensure a smooth transition and turnover of Building E, I am appointing my Chief of Staff, Mark Calvo, and my Special Assistant, Vince Leon Guerrero, to work with you and your designated staff to make this happen before December 2018.

Thank you for understanding and supporting these requests.

Sincerely,

EDDIE BAZA CALVO
Governor of Guam

Office of the Governor of Guam • 513 West Marine Drive • Ricardo J. Bordallo Complex • Hagåtña, Guam 96910
Tel: (671) 472-8931 • Fax: (671) 477-4826 • governor.guam.gov • calendar.guam.gov
Eddie Baza Calvo @eddiebazacalvo @governorcalvo governorofguam

Doc. No. 34GL-18-2593.

Ex-Officio Member Report

Doc No. 34GI-18-2593

Communications

Doc. No. 34GL-18-2593.

Unfinished Business/Committee Reports

Guam Department of Education
BOARD SELF-EVALUATION

APPRAISAL OF THE GOVERNING BOARD

The following list of items pertaining to the operation of the Governing Board is the basis for an annual self-evaluation. This may be carried out in conjunction with the annual evaluation of the Superintendent.

Please check the appropriate box for each item (S = satisfactory, N = needs improvement, U = unsatisfactory).

A. Board Relationship with the Superintendent:

S N U

☐ ☐ ☐ (1) The Board imparts information on issues, needs, and complaints in a manner allowing the Superintendent the opportunity to solve related problems in a professional manner.

S N U

☐ ☐ ☐ (2) The Board clearly interprets its position on controversial matters pertaining to the Department, thereby enabling the Superintendent to properly carry out the wishes of the Board.

S N U

☐ ☐ ☐ (3) The Board disregards personalities and considers the recommendations of the Superintendent in an unbiased and objective manner.

S N U

☐ ☐ ☐ (4) The Board communicates views of personnel effectiveness, including views related to the Superintendent, in a confidential and professional manner.

B. Board Relationship with the Community:

S N U

☐ ☐ ☐ (1) The Board recognizes that the citizens have entrusted them with the educational development of the children and youth of this community.

S N U

☐ ☐ ☐ (2) The Board recognizes that the community expects their first and greatest concern to be in the best interest of each and every one of the young people without distinction as to who they are or what their background may be.

S N U

☐ ☐ ☐ (3) The Board enacts policies supporting the efforts of the administration in helping the people of this community to have the facts about their schools, to the end that they will readily provide the finest possible school program, school staff, and school facilities.

C. Board Relationships between Members during Meetings:

S N U

☐ ☐ ☐ (1) Individual members of the Board treat other members of the Board and professional staff with respect during Board meetings.

S N U

☐ ☐ ☐ (2) Differences of opinion influencing Board member votes are based on the issues at hand and not on a personality basis.

S N U

☐ ☐ ☐ (3) All members of the Board conduct themselves in such a manner as to emphasize that individual Board members have authority only when convened in a legally conducted Board meeting with at least a quorum present.

D. Board Relationships with Staff and Personnel:

S N U

☐ ☐ ☐ (1) The Board requires the Superintendent to recommend personnel for their consideration and consistently adheres to this procedure.

S N U

☐ ☐ ☐ (2) The Board members make every effort to become acquainted with the personnel of the Department.

S N U

☐ ☐ ☐ (3) The Board members' personal friendships with Department personnel are maintained without allowing them to affect overall Board decisions and/or policies.

E. Board Relationship to the Instructional Program:

S N U

☐ ☐ ☐ (1) The Board makes an effort to keep informed about the instructional program by providing for periodic reports as deemed necessary and by periodic visitation in the schools.

S N U

☐ ☐ ☐ (2) The Board attempts to gain information from the community pertaining to instructional program needs.

S N U

☐ ☐ ☐ (3) The Board maintains policies necessary to enable the educational staff to develop the educational program required to meet the needs of the community.

F. Board Relationship to the Financial Management of the Schools:

S N U

☐ ☐ ☐ (1) The Board establishes the policies and provides the necessary resources to properly manage the finances of the Department.

S N U

☐ ☐ ☐ (2) The Board requires the proper accountability for the expenditure of funds in the Department.

S N U

☐ ☐ ☐ (3) The Board provides justified funding to maintain a high quality educational program in this Department.

S N U

☐ ☐ ☐ (4) The Board keeps the community informed about the financial needs of the Department.

G. General Statements:

(1) List in order of priority four (4) challenges the Board faces:

(a)

(b)

(c)

(d)

(2) List any weaknesses you have observed in the operation of the school system:

(3) List any significant accomplishments made by the school system during the past year:

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

Jon J. P. Fernandez
Superintendent of Education

Catherine M. Schroeder
Program Director, Head Start

Department of Education
Office of the Superintendent
Date: 11/21 Time: 0
Rec'd By: 9112/03
Print Name Signature

Guam Head Start Program
Program Director's Report
November 2018

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(s): (Attachment A)

As of October 31, 2018 financial statement the program expended and encumbered 15.5% of the current year's budget.

ERSEA (Eligibility, Recruitment, Selection, Enrollment, Attendance) (Attachment B)

Registration: Ongoing.
Enrollment: The program reported full enrollment.
Attendance: The average attendance for October was 86.53% which exceeds the required 85%. No center fell below 80% attendance
Disability Enrollment: At this time there are 43 children with disabilities attending class

Meal Report: pending

Program Information: (Attachment C)

Grant Amendments: The draft grant application for extended hours of 5 centers is being provided. The Policy Council approved the application at the October meeting with the directive that the program decide which centers would be included.

Site Visit: Mr. Brian Te'o (program T/A specialist) Shirley Karrer (Program Specialist), Cynthia Yao (Regional Manager) expect to visit the program and meet with stakeholders early to mid-January. Ms. Respicio has notified all parties to save the dates: Tentatively scheduled January 7-10. The program is working on the agenda with Ms. Shirley Karrer our Program Specialist.

Doc. No. 34GL-18-2593.

Baseline data on Child's development: widely held expectations ages 4 -5

Domain	Emerging age expectations	Meeting age expectations	Exceeding age expectations
Social Emotional Development	46%	53.5%	0.5%
Physical6% Development	28.2%	71.6%	0.3%
Language Development	47.3%	51.9%	0.8%
Cognitive Development	58.6%	41.4%	
Literacy	70.6%	29.4%	
Math	84.5%	15.5%	

Communications: Office of Head Start:

ACF-ACF-IM-18-01: Integrating Approaches that Prioritize and Enhance Father Engagement
The purpose of this information memorandum (IM) is to strongly encourage all human service agencies including child welfare agencies, courts, offices of child support enforcement, offices of public assistance, offices of child care, Head Start programs and family and youth services programs to work together across governments to jointly create and maintain an environment that prioritizes father engagement as a critical factor in strengthening families and adopt approaches to enhance paternal involvement in all family support and child welfare related programs.

The program has had a Male Engagement Coordinator since 2005 who works with our families and community partners.

Program Calendar and Announcements: October 1 – November 30

Members of the Guam Education Board and DOE Management Team are welcome to attend all Head Start activities.

Date	Event
November 21	Policy Council Meeting: 6:30 pm Building B
December 19	Policy Council Meeting: 6:30 pm Building B

Action Request: Approval of the Duration Expansion Grant

Submitted: September 21, 2018

Catherine M. Schroeder: Head Start Program Director

Joseph L. M. Sanchez: Deputy Superintendent of C&II 11.21.18

Jon J.P. Fernandez: Superintendent of Education 11/21/18

Doc. No. 34GL-18-2593.

FOR 2019 01

ACCOUNTS FOR: 18 FY 2018	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
32010 BASIC GRANT AWARD							
76020 831 215 SALARY FY18 HS BAS	1,593,539	1,593,539.00	542,339.09	181,676.51	.00	1,051,199.91	34.0%
76021 831 215 SUBS FY18 HS BASIC	7,000	7,000.00	.00	.00	.00	7,000.00	.0%
76022 831 215 PART-TIME FY18HS B	402,506	402,506.00	107,817.13	51,339.15	.00	294,688.87	26.8%
76023 831 215 BENEFITS FY18HS BA	795,764	796,714.00	239,858.74	85,122.73	.00	556,855.26	30.1%
76024 831 215 LOCAL MIL FY18HS B	6,800	6,800.00	361.89	.00	.00	6,438.11	5.3%
76025 831 215 CONTRACTUAL 18HS B	80,480	82,090.00	12,068.93	65.10	17,090.02	52,931.05	35.5%
76026 831 215 SUPPLY FY18 HS BAS	85,000	137,617.00	4,360.90	260.97	6,152.18	127,103.92	7.6%
76027 831 215 EQUIPMENT 18HS BAS	10,340	31,995.00	.00	.00	.00	31,995.00	.0%
76028 831 215 MISC. FY18 HS BASI	500	500.00	.00	.00	.00	500.00	.0%
TOTAL BASIC GRANT AWARD	2,981,929	3,059,761.00	906,806.68	318,464.46	23,242.20	2,128,712.12	30.4%
32030 TRAINING AND TECHNICAL ASSISTANCE							
76030 831 215 TRAVEL FY18 HS T/T	22,000	52,000.00	9,412.38	9,412.38	.00	42,587.62	18.1%
76031 831 215 LOCAL MIL FY18 HS	1,600	1,600.00	251.79	.00	.00	1,348.21	15.7%
76032 831 215 CONTRACTUAL 18 HS	21,000	21,420.00	2,810.00	35.00	12,786.21	5,823.79	72.8%
76033 831 215 SUPPLY FY18 HS T/T	1,394	1,672.00	.00	.00	.00	1,672.00	.0%
TOTAL TRAINING AND TECHNICAL A	45,994	76,692.00	12,474.17	9,447.38	12,786.21	51,431.62	32.9%
TOTAL FY 2018	3,027,923	3,135,453.00	919,280.85	327,911.84	36,028.41	2,180,143.74	30.5%

09CH9160 - GUAM PUBLIC SCHOOL SYSTEM

End-Of-Month Enrollment - October 2018

B

Head Start

	Operated this month	*Last day of services provided*	*Reported Enrollment*	*Funded Enrollment*	*Grant Status*
	Yes	Oct 31, 2018	534	534	Reported
Initially Reported:	On 11/03/2018 by Enrico Pegarido				
Last Updated:	On 11/03/2018 09:04:31 PM, EST by Enrico Pegarido				
Grantee Comments:	Total Enrolled in Class: 528 Total Vacancies Within 30 Days: 6 Total Vacancies Replaced After 30 Days: 0				

Doc. No. 34GL-18-2593.

Duration Expansion Grant

Program Narrative

The Guam Department of Education, grantee for the Head Start Program, is applying for duration expansion monies under Category 5. The program currently has 26% of enrolled children in 7 extended duration classrooms. The program is looking to increase the percentage by adding 5 more classrooms to our duration expansion increasing the percentage of children from 26% to 44.7 % (140 to 239 enrollees) The program would begin operating the full day classrooms in school year 2019 – 2020 which begins in August 2019. The program as a division within the grantee / Guam Department of Education and follows the district's school calendar. The school calendar is compatible with the proposed minimum of 1020 instructional hours and 8 months of operation.

The elementary schools where the Head Start classrooms are located start classes at 8:30 a.m. and end at 2:43p.m. providing at least 6.21 hours of planned learning/instructional time per day. The school calendar plans for 186 days and begins mid-August and ends the last day in May. The grantee school calendar has 173 instructional days thereby offering 1074 hours of instructional time. The calendar also includes 9 days of professional development (these are used as make up days if needed because of typhoons etc.), 2 teacher work days and 2 parent teacher conferences. To meet the 1020 hours the program needs 165 instructional days. The program adds 4 additional professional development days for pre-service training, 2 days for assessments and home visits, and 2 days for Parent Child Orientation and initial assessments.

The Department of Education / grantee includes 11 additional preschool classes operating the full school day: 7 Pre-Gate and 4 Universal State Pre-kindergarten. The State

Doc. No. 34GL-18-2593.

Pre-Kindergarten expansion has been subject to budget constraints and has not expanded as hoped since its onset during the 2016 – 17 school year.

Comparing the program surveys of families for the first year of expansion and the upcoming request, there were no significant changes in the following reasons of support: working families rely on their parents and relatives for afterschool care: Having all children in the family on the same schedule: improve the attendance of the Head Start Children. 59% of families surveyed this year wanted expanded hours, 17% were maybes. Anticipated challenges were transportation and being able to leave work to pick up the child. As part of the survey the possibility of no school bus transportation home was noted. 37% indicated this might be a problem for them. Discussions with the teachers who piloted the first 7 duration classrooms supported and expressed the concern about transportation. Presently School bus operations who transport all school children including Head Start will not transport the Head Start children home as they cannot guarantee returning them should an authorized adult not be present because of their routing schedule. The program is working with DPW to address this issue. Parents are aware of this challenge. Last year the program delayed adding additional classrooms for duration. With the availability of funding the program will proceed with the same classrooms that had prior agreement with the governing bodies. 3 classroom in the north (most populated area), 1 central, and 1 southern. These sites have preliminarily been identified as D. L. Perez I, Maria Ulloa II, AsTumbo, P. C. Lujan, and Inarajan.

The only start up costs the program is looking at is rest mats and additional supplies for the extended day. The estimated cost is $4,929.

Doc. No. 34GL-18-2593.

Staffing: Each classroom will have one teacher and two Head Start aides (one full time and one part time (7 hours) to ensure close supervision, lunch, breaks, and planning time for the teaching staff.

BUDGET NARRATIVE and JUSTIFICATION

Budget Request: **$ 203,168**

Personnel costs: $ 190,873

To ensure close supervision at all time and the ratio of 1:10 is maintained, a third person is needed in the classroom. The basic grant includes limited term teachers and teacher assistants. This is a challenge as the part time staff must re apply yearly. While the program has loyal part time staff, there is no guarantee they won't find a full time position elsewhere. Therefore as part of this grant the program is requesting to convert 5 part time Head Start Aide positions to full time. The cost savings under the basic grant would be used to provide additional educational supports to the classrooms by hiring an education manager / coordinator to assist the Assistant Program Director who oversees Education.

Staff	**Entry Salary**	**Benefits**					
		Retirement 26.56%	**FICA 1.45%**	**Disability Insurance $494**	**Life Ins. $187**	**Medical & dental Ins. $ 1543**	**total**
Full Time Head Start Aide	($24,729 each)	$6,568	$ 359	$ 494	$ 187	$1320+$223	$ 33,880
Total for 5 staff	$123,645	$32,840	$1,795	$2,470	$ 935	$7,715	$ 169,400
1 substitute teacher	$16,042	$4,517	$ 233	$ 494	$ 187	----------	$21,473-
	$139, 687	**$37,357**	**$2,028**	**$2,964**	**$1,222**		**$190,873**

Doc. No. 34GL-18-2593.

***Indirect Cost Rate*: $14,751**

The Indirect Cost rate for the program is subject to the 15% administrative cap of the Head Start Grant. The Indirect Cost Agreement unrestrictive rate for fiscal year 2019 is 10.56 percent. The full amount is being applied to this grant with the understanding that should the rate change come the 2020 fiscal year adjustments will be made through proper channels.

Supplies: $4,969

Guam's definition of equipment states any tangible item no matter the cost, with a useful life of at least one year, and not a repair part or a supply item. Some supply items may therefore be transferred to equipment once the grant is awarded.

Items	Per unit Cost	Cost
Sleeping mats plus estimated Shipping 33%	$ 29.99 each x 99 children	$ 2,969 $ 1,000
Consumables for afternoon activities plus extra health, nutrition, cleaning supplies for classrooms (toilet paper, paper towels, wipes, diapers, etc.)	$200 / class	$ 1,000
Total		**$ 4,969**

Budget Summary:

Category	Total Budgeted amount	Program Operations	Start Up costs
Personnel salaries	$139,637	$139,637	
Personnel Benefits	$43,751	$43,751	
Indirect Cost Rate	$14,751	$43,751	
Supplies to include shipping costs	$ 4,969		$ 4,969
TOTAL	**$ 203,108**	**$ 198,139**	**$ 4,969**

Doc. No. 34GL-18-2593.

Non Federal Share: $ 50,777

The local match / level of effort funds are primarily taken from Personnel salaries and benefits of the grantee local budget. The local DOE (grantee) budget provides for Head Start three Family Services staff (Community Development Program Aides), the Health Services Manager (School Health Counselor) and Fourteen (14) teachers and three Head Start aides. All are full-time employees, and work for the program 100%. The proposed local budget inclusive of salaries exceeds the 20% nonfederal share. When supplemental grants are submitted the program will use the difference and apply it to possible supplemental grant non- federal share.

Calculations of the in-kind contributions of volunteers and donations have annually been reported at about $ 50,000 per year. The computation method is to multiply the number of hours a parent volunteer supports the program by the salary with benefits which match the activity.

Doc. No. 34GL-18-2593.

FOR 2019 01

ACCOUNTS FOR: 18 FY 2018	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
32010 BASIC GRANT AWARD							
76020 831 215 SALARY FY18 HS BAS	1,593,539	1,593,539.00	542,339.09	181,676.51	.00	1,051,199.91	34.0%
76021 831 215 SUBS FY18 HS BASIC	7,000	7,000.00	.00	.00	.00	7,000.00	.0%
76022 831 215 PART-TIME FY18HS B	402,506	402,506.00	107,817.13	51,339.15	.00	294,688.87	26.8%
76023 831 215 BENEFITS FY18HS BA	795,764	796,714.00	239,858.74	85,122.73	.00	556,855.26	30.1%
76024 831 215 LOCAL MIL FY18HS B	6,800	6,800.00	361.89	.00	.00	6,438.11	5.3%
76025 831 215 CONTRACTUAL 18HS B	80,480	82,090.00	12,068.93	65.10	17,090.02	52,931.05	35.5%
76026 831 215 SUPPLY FY18 HS BAS	85,000	137,617.00	4,360.90	260.97	6,152.18	127,103.92	7.6%
76027 831 215 EQUIPMENT 18HS BAS	10,340	31,995.00	.00	.00	.00	31,995.00	.0%
76028 831 215 MISC. FY18 HS BASI	500	500.00	.00	.00	.00	500.00	.0%
TOTAL BASIC GRANT AWARD	2,981,929	3,058,761.00	906,806.68	318,464.46	23,242.20	2,128,712.12	30.4%
32030 TRAINING AND TECHNICAL ASSISTANCE							
76030 831 215 TRAVEL FY18 HS T/T	22,000	52,000.00	9,412.38	9,412.38	.00	42,587.62	18.1%
76031 831 215 LOCAL MIL FY18 HS	1,600	1,600.00	251.79	.00	.00	1,348.21	15.7%
76032 831 215 CONTRACTUAL 18 HS	21,000	21,420.00	2,810.00	35.00	12,786.21	5,823.79	72.8%
76033 831 215 SUPPLY FY18 HS T/T	1,394	1,672.00	.00	.00	.00	1,672.00	.0%
TOTAL TRAINING AND TECHNICAL A	45,994	76,692.00	12,474.17	9,447.38	12,786.21	51,431.62	32.9%
TOTAL FY 2018	3,027,923	3,135,453.00	919,280.85	327,911.84	36,028.41	2,180,143.74	30.5%

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

October 24, 2018

MEMORANDUM

TO: Mike Meno, Principal IMS
Asherdee Rosete, Principal MMMS
Melvin Finona, Assistant Principal SSHS
Frances Balajadia, Teacher MMMS
Jonnavie Abaya, Teacher SSHS
Delores Quinata, Librarian MULES
Sylvia Calvo, PC IV C&II
Ramon Lizama, HR
Jesse Nasis, Legal

FROM: Superintendent of Education

SUBJECT: Appointment to the AD HOC Committee to Review GDOE's Nepotism Policy (Updated)

Buenas yan Saludas! I hereby appoint you to be a member of the Committee to Review GDOE's Nepotism Policy. The Committee is responsible for reviewing the current nepotism policy and recommending changes that will bring the current policy up to date and provide clarity for all stakeholders. The Committee will include four Guam Education Board members and Mrs. Gutierrez will be the Chairperson. The Committee will meet commencing October 25, 2018 at 4:00 p.m. in the Gallery at Tiyan Bldg B, until completion of the task.

Thank you for cooperation and continued support in this matter.

JON J.P. FERNANDEZ

Cc: Deputy Superintendent, ESCL

Doc. No. 34GL-18-2593.

DEPARTMENT OF EDUCATION
FINANCIAL AFFAIRS

501 Mariner Avenue
Barrigada, Guam 96913-1608
Telephone: (671) 300-1575

Jon J.P. Fernandez
Superintendent of Education

Taling M. Taitano
Deputy Superintendent of Finance and Administrative Services

November 21, 2018

MEMORANDUM

To: Superintendent of Education
From: Deputy Superintendent of Finance and Administrative Services
Subject: Budget Updates

Buenas yan Hafa Adai! Please find below a summary of updates on the budget status.

Fiscal Year 2018

At the end of the fiscal year, the Guam Department of Education did not receive $15.6M of its appropriations in cash. The Department of Administration (DOA) has previously taken the position that no further FY18 funds will be provided, including $1.5M funding from tax amnesty for the Sanchez construction. However, I understand that the DOA has committed to provide an additional $2M in cash. We have yet to receive these amounts. See latest balances attached.

Fiscal Year 2019

Cash allotments for FY19 have been reduced to $3.66M weekly from $3.75M weekly in FY18. This reduction has occurred because of the source of funds from TEFF increased from $4.5M in FY18 to $13.8M in FY19.

Note that cash required to fund net payroll is $4.2M ($3.6M local) and for our payroll vendors $3.9M ($3.4M local). Any cash balances after payroll are used to pay for critical contracts, eg, trash pickup, custodial services, as well as outstanding payables. It is our understanding that additional funding for utility payments will not be provided from the General Fund. See latest allotment balances attached.

We have not received a response to GDOE's request for a supplemental budget.

Fiscal Year 2020

Budgets from individual schools and divisions are being reviewed and collated. The work sessions with the Board are tentatively scheduled for January 4, 7 and 8, 2019. The proposed schedule is attached. The FY2020 budget must be submitted to the Legislature on or before January 30, 2019.

Please let me know if you have any questions regarding this update.

Si Yu'os Ma'ase!

TALING M. TAITANO

Attachments

Doc. No. 34GL-18-2593.

Guam Department of Education
FY18 Appropriations and Allotments as of
September 30, 2018

Fund	AS400 Account No.	A Appropriation	B YTD Allotment Release	C YTD Expenditures (DOA Cash Released)	D (B - C) Available Funds	E (A - B) Unallotted Balance	F DOE Cash Received	G (C-F) Variance	H (D + E) Available Funds + Unalloted Balance	F/B Cash Reelved as a Percentage of Allotments
GDOE Operations Fund	5618A189919CT209	214,310,861.00	214,310,861.00	201,354,655.61	12,956,205.39	-	201,354,655.61	-	12,956,205.39	94%
Chamoru Studies	5100A189919CT039	401,207.00	401,207.00	401,207.00	-	-	401,207.00	-	-	100%
Pre-K	5100A189919CT058	1,054,596.00	1,054,596.00	-	1,054,596.00	-		-	1,054,596.00	0%
Maintenance & Repairs	5100A189919CT057	500,000.00	500,000.00	500,000.00	-	-	500,000.00	-	-	100%
Textbook Fund	5100A189919CT010	1,500,000.00	1,500,000.00	1,500,000.00	-	-	1,500,000.00	-	-	100%
Sub-Total		217,766,664.00	217,766,664.00	203,755,862.61	14,010,801.39	-	203,755,862.61	-	14,010,801.39	94%
TEFF Ops Fund	5618A189919CT219	4,353,375.00	4,353,375.00	4,353,375.00	-	-	4,353,375.00	-	-	100%
Sub-Total		4,353,375.00	4,353,375.00	4,353,375.00	-	-	4,353,375.00	-	-	100%
TEFF Fund Balance - 1st Generat	5205A189919CT669	100,000.00	100,000.00	100,000.00	-	-	100,000.00	-	-	100%
Sub-Total		100,000.00	100,000.00	100,000.00	-	-	100,000.00	-	-	0
								-	-	
PLRF	5618A189919CT220	996,946.00	996,946.00	996,946.00	-	-	996,946.00	-	-	100%
Sub-Total		996,946.00	996,946.00	996,946.00	-	-	996,946.00	-	-	100%
								-	-	
Interscholastic Sports Fund	5602A189919CT202	612,000.00	612,000.00	612,000.00	-	-	612,000.00	-	-	100%
Health & Physical Activities	5602A189919CT203	279,754.00	279,754.00	279,754.00	-	-	279,754.00	-	-	100%
Sub-Total		891,754.00	891,754.00	891,754.00	-	-	891,754.00	-	-	100%
								-	-	
SPORTS FACILITY (LIMITED GAM	5655A189919CT235	608,518.00	608,518.00	456,389.00	152,129.00	-	456,389.00	-	152,129.00	75%
Simon Sanchez Renovation		1,500,000.00	-	-	-	1,500,000.00	-		1,500,000.00	0%
Sub-Total		2,108,518.00	608,518.00	456,389.00	152,129.00	1,500,000.00	456,389.00	-	1,652,129.00	75%
Grand Total		226,217,257.00	224,717,257.00	210,554,326.61	14,162,930.39	1,500,000.00	210,554,326.61	-	15,662,930.39	94%
JFK MAINTENANCE	5205A189919CT231	1,568,000.00	1,568,000.00	1,568,000.00			1,568,000.00			
TOTAL		227,785,257.00	226,285,257.00	212,122,326.61	14,162,930.39	1,500,000.00	212,122,326.61	-	15,662,930.39	94%
Guahan Academy Charter Schoo	5639A189964GA201		-	-	-	-	Not applicable		-	
iLearn Academy Charter School	5639A189964GA202		-	-	-	-	Not applicable		-	
Sub-Total		649,951.00	-	-	-		-	-	-	
Total Including Charter Schools		228,435,208.00	226,285,257.00	212,122,326.61	14,162,930.39	1,500,000.00	212,122,326.61	-	15,662,930.39	94%
First Generation-UOG		250,000.00	250,000.00	250,000.00	-		250,000.00			100%
First Generation-GCC		200,000.00	200,000.00	200,000.00	-		-	200,000.00		0%
Prior Years:										
Secure A School	5100C139919CT048230	49,425.07	49,425.70	8,627.50	40,798		8,627.50	-		17%

11/21/2018

Guam Department of Education
FY19 Appropriations and Allotments as of
November 20, 2018

Fund	AS400 Account No.	A Appropriation	B YTD Allotment Release	C YTD Expenditures (DOA Cash Released)	D (B - C) Available Funds	E (A - B) Unallotted Balance	F DOE Cash Received	G (C-F) Variance	H (D + E) Available Funds + Unalloted Balance	F/B Cash Received as a Percentage of Allotments
GDOE Operations Fund	5618A199919CT209	188,360,743.00	32,789,917.00	25,632,212.00	7,157,705.00	155,570,826.00	18,318,212.00	7,314,000.00	162,728,531.00	56%
Chamoru Studies	5100A199919CT039	401,207.00	63,702.00	7,866.80	55,835.20	337,505.00	7,866.80	-	393,340.20	12%
SSHS Procurement	5100A199919CT059	1,000,000.00	250,000.00	-	250,000.00	750,000.00	-	-	1,000,000.00	0%
Textbook Fund	5100A199919CT010	1,500,000.00	-	-	-	1,500,000.00	-	-	1,500,000.00	0%
Sub-Total		191,261,950.00	33,103,619.00	25,640,078.80	7,463,540.20	158,158,331.00	18,326,078.80	7,314,000.00	165,621,871.20	55%
TEFF Ops Fund	5618A199919CT219	13,697,608.00	3,343,239.00	762,108.57	2,581,130.43	10,354,369.00	762,108.57	-	12,935,499.43	23%
Sub-Total		13,697,608.00	3,343,239.00	762,108.57	2,581,130.43	10,354,369.00	762,108.57	-	12,935,499.43	23%
TEFF - 1st Generation	5205A199919CT669	100,000.00	-	-	-	100,000.00	-	-	100,000.00	0%
Sub-Total		100,000.00	-	-	-	100,000.00	-	-	100,000.00	
PLRF	5618A199919CT220	978,236.00	163,036.00	163,036.00	-	815,200.00		163,036.00	815,200.00	0%
Sub-Total		978,236.00	163,036.00	163,036.00	-	815,200.00	-	163,036.00	815,200.00	0%
Interscholastic Sports Fund	5602A199919CT202	612,000.00	105,564.00	105,564.00	-	506,436.00		105,564.00	506,436.00	0%
Health & Physical Activities	5602A199919CT203	279,754.00	22,187.00	22,187.00	-	257,567.00		22,187.00	257,567.00	0%
Sub-Total		891,754.00	127,751.00	127,751.00	-	764,003.00	-	127,751.00	764,003.00	0%
SPORTS FACILITY (LIMITED GAMING)	5655A199919CT235	524,913.00	131,228.00	-	131,228.00	393,685.00		-	524,913.00	0%
Sub-Total		524,913.00	131,228.00	-	131,228.00	393,685.00	-	-	524,913.00	0%
Grand Total		207,454,461.00	36,868,873.00	26,692,974.37	10,175,898.63	170,585,588.00	19,088,187.37	7,604,787.00	180,761,486.63	52%
JFK MAINTENANCE	5205A199919CT231	1,568,000.00	1,568,000.00	1,568,000.00	-	-	1,568,000.00	-		
TOTAL		209,022,461.00	38,436,873.00	28,260,974.37	10,175,898.63	170,585,588.00	20,656,187.37	7,604,787.00	180,761,486.63	
Guahan Academy Charter School	5639A199964GA201		-	-	-	-	Not applicable		-	
iLearn Academy Charter School	5639A199964GA202		-	-	-	-	Not applicable		-	
Sub-Total		10,410,480.00	-	-	-	10,410,480.00	-	-	-	
								-	-	
Total Including Charter Schools		219,432,941.00	38,436,873.00	28,260,974.37	10,175,898.63	180,996,068.00	20,656,187.37	7,604,787.00	180,761,486.63	

Prior Years:

Secure A School	5100C139919CT048230	40,797.57	40,797.57	-	40,797.57		-	-	

FY 2020 BUDGET PROCESS TIMELINE

DATE	TASK	RESPONSIBILITY
Friday, September 7, 2018	Budget Committee Meets	Budget Committee Members
Friday, September 14, 2018	Budget Committee submits recommended updates FY 2020 Budget Guidelines to Superintendent for approval.	Budget Committee Members, Superintendent
Monday, September 17, 2018	Budget Call FY 2020	Superintendent
Tuesday, September 18, 2018	Posting of FY2020 Budget Guidelines on Budget Website	Budget Office
September 19-24, 2018	Submission of prospective Teacher Reclassification to Human Resources Division	Principals/Division Heads
September 19-28, 2018	Staffing Pattern Distribution with School Administrators and Division Heads (First Draft)	Human Resources Office Division/Principals/Division Heads
Monday, September 24, 2018	Deadline to submit public hearing date, time, and location to ESCL Office. REF: APPENDIX F.	Principals/Division Heads
October 8- October 12, 2018	Staffing Pattern Distribution with School Administrators and Division Heads (Final)	Human Resources Office Division/Principals/Division Heads
October 1-October 31, 2018 October 23 Elem; 24 Middle, 25 High	Conduct Public Hearings to Solicit Stakeholder Input for FY 2020 School Budgets. USE FORMS IN APPENDIX E, Post on-line survey Parent-Teacher Conference Days	Principals, Budget Office
Wednesday, October 31, 2018	Deadline to SUBMIT Stakeholder Input for FY2020. (Electronic Surveys)	Principals, Budget Office
Friday, November 2, 2018	HOLIDAY – All Souls Day	
Tuesday, November 6, 2018	General Election Day	
Friday, November 9, 2018	Deadline to SUBMIT FY 2020 Budget to Deputy Superintendent of Finance & Administration through the GDOE Budget Office.	Principals/Division Heads
Monday, November 12, 2018	HOLIDAY – Veteran's Day	
Thursday, November 22, 2018	HOLIDAY-Thanksgiving Day	
November 13-December 15, 2018	Budget Adjustments and Review Prepare Overall FY2020 Budget Packets for submission to the Superintendent of Education & Budget Team meeting with Deputies	Budget Office
Friday, December 7, 2018	HOLIDAY – Our Lady of Camarin	
December 17,18,19,20,21, 2018	Budget Presentations to Management Team	Principals/Division Heads, Budget Office, Deputy Superintendents, Superintendent of Education
Monday, December 24, 2018 - January 4, 2019	HOLIDAYS – Christmas Day/ New Year's Day Christmas Break	
January 4,7, & 8, 2019	GEB FY2020 Budget Work Sessions	GEB, Superintendent, Deputy Superintendent FAS, Budget Team, Principals
Monday, January 21, 2019	HOLIDAY – Martin Luther King, Jr. Day	
	Final Budget Adjustments, Review and Certification.	Principals/Division Heads, Budget Team
	GEB Adoption of FY 2020 Budget	GEB/Superintendent/Deputy Superintendent FAS
Tuesday, January 30, 2019	Superintendent Submits GDOE FY2020 Budget to the 35th Guam Legislature & Governor of Guam	Superintendent

11.21.2018

New Business

Executive Session

Doc. No. 34GL-18-2593