



EDDIE BAZA CALVO
Governor

RAY TENORIO
Lieutenant Governor

Office of the Governor of Guam

May 24, 2011

31-11-555

Honorable Judith T. Won Pat, Ed.D.
Speaker
I Mina'trentai Unu Na Liheslaturan Guåhan
155 Hesler Street
Hagåtña, Guam 96910

5-25-11
4 PM
S. DIENKING

Dear Madame Speaker:

Transmitted herewith is Substitute Bill No. 117-31 (COR) "AN ACT TO ADD A NEW CHAPTER 8 TO TITLE 5A, GUAM ADMINISTRATIVE RULES AND REGULATIONS, RELATIVE TO THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION RULES & REGULATIONS", which I signed into law on May 23, 2011 as **Public Law 31-50**.

Senseramente,


EDDIE BAZA CALVO

2011 MAY 26 AM 8:04
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Attachment: copy of Bill

555

I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

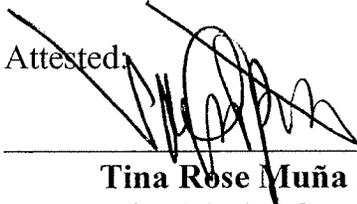
CERTIFICATION OF PASSAGE OF AN ACT TO *I MAGA'LAHEN GUÅHAN*

This is to certify that **Substitute Bill No. 117-31 (COR), "AN ACT TO ADD A NEW CHAPTER 8 TO TITLE 5A, GUAM ADMINISTRATIVE RULES AND REGULATIONS, RELATIVE TO THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION RULES & REGULATIONS"**, was on the 2nd day of May 2011, duly and regularly passed.



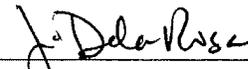
Judith T. Won Pat, Ed.D.
Speaker

Attested:



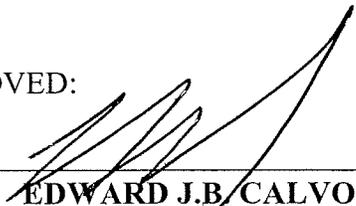
Tina Rose Muña Barnes
Legislative Secretary

This Act was received by *I Maga'lahaen Guåhan* this 16th day of May, 2011, at 2:20 o'clock P.M.



Assistant Staff Officer
Maga'lahaen's Office

APPROVED:



EDWARD J.B. CALVO
I Maga'lahaen Guåhan

MAY 23 2011

Date: _____

Public Law No. 31-50

I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

Bill No. 117-31 (COR)

As substituted by the Committee on Education
and Public Libraries, and amended on the Floor.

Introduced by:

Judith T. Won Pat, Ed.D.
Judith P. Guthertz, DPA
Sam Mabini, Ph.D.
Aline A. Yamashita, Ph.D.
T. R. Muña Barnes
v. c. pangelinan
T. C. Ada
V. Anthony Ada
F. F. Blas, Jr.
B. J.F. Cruz
Chris M. Dueñas
Adolpho B. Palacios, Sr.
Dennis G. Rodriguez, Jr.
R. J. Respicio
M. Silva Taijeron

**AN ACT TO *ADD* A NEW CHAPTER 8 TO TITLE 5A,
GUAM ADMINISTRATIVE RULES AND
REGULATIONS, RELATIVE TO THE GUAM
COMMISSION FOR EDUCATOR CERTIFICATION
RULES & REGULATIONS.**

BE IT ENACTED BY THE PEOPLE OF GUAM:

Section 1. Approval of Administrative Rules and Regulations. The
Administrative Rules and Regulations of the Guam Commission for Educator
Certification submitted to *I Mina'Trentai Unu Na Liheslaturan Guåhan* (the 31st
Guam Legislature) by the Guam Commission for Educator Certification on

1 February 18, 2011, as *amended* by *I Liheslaturan Guåhan* (the Guam Legislature)
2 are hereby approved.

3 **Section 2.** A new Chapter 8 is hereby *added* to Title 5A, Guam
4 Administrative Rules and Regulations, to read as follows:

5 **“CHAPTER 8**

6 **GUAM COMMISSION FOR EDUCATOR CERTIFICATION**

- 7 **§8101. Introduction.**
- 8 **§8102. Definitions.**
- 9 **§8103. Organization and Function of the Commission.**
- 10 **§8104. Issuance of Certificates, General.**
- 11 **§8105. Certificates for Teachers, General.**
- 12 **§8106. Certificates for *Chamorro* Language and Culture**
13 **Teachers.**
- 14 **§8107. Certificates for Preschool Teachers.**
- 15 **§8108. Certificates for Career and Technical Education**
16 **Teachers.**
- 17 **§8109. Certificates for Reading Specialists.**
- 18 **§8110. Certificates for School Administrators.**
- 19 **§8111. Endorsements for School Librarians.**
- 20 **§8112. Certificates for School Counselors.**
- 21 **§8113. Extension on Certification.**
- 22 **§8114. Fees.**
- 23 **§8115. Disciplinary Action.**
- 24 **§8116. Code of Ethics.**
- 25 **§8117. Reinstatement of Certification After Suspension.**
- 26 **§8118. Severability.**
- 27 **§8119. Adoption and Amendment of Rules.**

1 **§8101. Introduction.**

2 (a) **Purpose.** The purpose of adopting the rules of procedure is to
3 ensure the proper performance of the duties of the Guam Commission for
4 Educator Certification (hereinafter known as the Commission or GCEC) by
5 the regulation of procedures, meetings, records, and conduct thereof.

6 (b) **Requirements for Adoption.** The adopted rules of procedure
7 must be consistent with the Organic Act and the laws of Guam. The rules
8 must be promulgated and approved by the Commission and they must be
9 adopted in accordance with the Administrative Adjudication Law.

10 (c) **Authority of Rules.** Rules of procedure adopted by the
11 Commission *shall* be binding upon persons issued certificates under Chapter
12 27 of Title 17, Guam Code Annotated (Public Law 29-73).

13 **§8102. Definitions.**

14 The following definitions and terms, when used in these rules and
15 regulations, *shall* have the following meanings *unless* the context clearly
16 indicates otherwise:

17 (a) *Accredited Institution* means a United States regionally
18 accredited college or university or a foreign equivalent.

19 (b) *Acceptable Grades for Credit* means grades in courses to earn
20 acceptable credit must be passing grades in accordance with the institution
21 where the courses were taken.

22 (c) *GPA* refers to the acceptable Grade Point Average.

23 (d) *Administrator* means an educator whose primary duties involve:
24 (1) program development, or (2) supervision or internal management of a
25 school, school program, or school system.

26 (e) *Approved Program* means a program for preparation of
27 professional educators, which is offered through an accredited institution

1 and has been approved by the commission for professional educator
2 certification in which the program is provided and includes a supervised
3 student teaching/internship field experience.

4 (f) *CACREP* (Council for Accreditation of Counseling and Related
5 Education Programs) is an accrediting body for counseling and related
6 programs.

7 (g) *Certification* is a license qualifying the recipient to practice as a
8 professional educator on Guam.

9 (h) *Clock Hours* means actual time spent in professional
10 development.

11 (i) *Commission* means the Guam Commission for Educator
12 Certification, as established under Chapter 27 of Title 17 Guam Code
13 Annotated (Public Law 29-73).

14 (j) *Course* means an instructional unit that has one (1) or more
15 academic credits.

16 (k) *Continuing Education Unit* is a non-credit unit used by
17 regionally accredited post-secondary institutions that are members of the
18 International Association for Continuing Education and Training (IACET).
19 Ten (10) contact hours is equivalent to one (1) CEU. The CEU credit *cannot*
20 be used for degree credit requirements. For re-certification purposes, three
21 (3) CEU credits will equal to one (1) semester credit.

22 (l) *Credential* refers to the documents that constitute evidence of
23 training, licensure, experience, and expertise of a practitioner.

24 (m) *Educator* is a teacher, administrator, or support professional
25 required by the Commission to hold a certificate.

26 (n) *Endorsement* is recognition of qualifications in a specialized
27 field as indicated on the certificate.

1 (o) *Evaluation* indicates the most recent professional evaluation
2 supplied by a supervisor.

3 (p) *Executive Director* refers to the Executive Director of the
4 Office of the Guam Commission for Educator Certification, pursuant to
5 Chapter 27, 17GCA (Public Law 29-73).

6 (q) *Guam Certification Office* means the administrative office of
7 the Guam Commission for Educator Certification, pursuant to Chapter 27,
8 17GCA (Public Law 29-73).

9 (r) *IRA* means the International Reading Association.

10 (s) *Mentorship* refers to a program that provides peer guidance to a
11 new educator or administrator, and is approved by Guam Department of
12 Education *or* an accredited institution.

13 (t) *NCATE* is the National Council for Accreditation of Teacher
14 Education. It is one of the U.S. accrediting bodies for teacher education
15 colleges and institutions.

16 (u) *NASDTEC Interstate Agreement* means the contract sponsored
17 by the National Association of State Directors of Teacher Education and
18 Certification (NASDTEC) concerning reciprocal licensing of educational
19 personnel among participating jurisdictions.

20 (v) *Praxis I* means the pre-professional skills test that measures
21 basic academic skills in reading, writing, and mathematics from Educational
22 Testing Service (ETS).

23 (w) *Praxis II* means a subject assessment from Educational Testing
24 Service of knowledge in a specialty or content area.

25 (x) *Praxis II PLT* means an assessment of pedagogy (Principles of
26 Learning and Teaching) from Educational Testing Service (ETS).

1 (y) *Professional Activities* refer to a variety of activities which
2 meet a goal for educator improvement and professional growth, and may
3 include college and university credits, attending or presenting workshops,
4 seminars, conferences, action research, curriculum development, work
5 experience, district or school committee work, advisorships, mentoring,
6 presentations at conferences, publications, or work on special projects.

7 (z) *Professional Growth Plan* (PGP) is the component of the
8 evaluation program completed by the educator, and approved by the site
9 administrator. It is based on the educator performance standards, and
10 professional activities and/or courses to fulfill the identified standards in the
11 candidate's school/district. The Guam PGP information can be located at the
12 websites for GCEC and the Guam Department of Education.

13 (aa) *Years of Experience* refers to acceptable determination for
14 teacher or administrator length of service as per respective employment
15 agreement.

16 **§8103. Organization and Function of the Commission.**

17 (a) **Composition and Function of the Commission.** The
18 composition, duties, functions, powers and responsibilities of the Guam
19 Commission for Educator Certification (Commission) *shall* generally be as
20 provided and authorized in Chapter 27 of Title 17, Guam Code Annotated.

21 (b) **Ex-Officio Members.** The ex-officio members of the
22 Commission *shall* be those identified in §27003 of Title 17, Guam Code
23 Annotated. Ex-officio members shall *not* vote in the proceedings of the
24 Commission, but may introduce and discuss motions in public meetings of
25 the Commission.

26 (c) **Officers of the Commission.** The officers of the Commission,
27 elected by the voting members, *shall* be a Chairperson, Vice-Chairperson,

1 and a Treasurer. The Executive Director *shall* serve as the Executive
2 Secretary in accordance with §27019 of Title 17, Guam Code Annotated.
3 Each officer *shall* have duties, functions, powers and responsibilities:

4 (1) as prescribed for such office by law;

5 (2) which, by general consent and parliamentary custom,
6 pertain to such office, consistent with the law; and

7 (3) as are consistent with the foregoing and which, in
8 addition, the Commission may prescribe.

9 (d) **Election and Term of the Chairperson of the Commission.**

10 The Chairperson *shall* be that person so designated as the presiding officer
11 for a term of two (2) years, in accordance with §27005 of Title 17, Guam
12 Code Annotated. The Chairperson *shall* be elected from among the voting
13 members of the Commission.

14 (e) **Election and Term of Other Officers of the Commission.**

15 The Vice-Chairperson and the Treasurer *shall* be elected and *shall* serve a
16 term in the same manner as the Chairperson.

17 (f) **Executive Secretary.** The Executive Director *shall* serve as
18 the Executive Secretary of the Commission, appointed by the Commission in
19 accordance with §27018 and §27019 of Title 17, Guam Code Annotated.

20 (g) **Duties of the Chairperson of the Commission.** The duties of
21 the Chairperson *shall* be to call and preside at all meetings of the
22 Commission; to call special meetings of the Commission; to serve ex-officio
23 as a member of all standing, designated or advisory committees of the
24 Commission; to appoint committees and to take such other action as is
25 consistent with these rules or the laws. The Chairperson is entitled to vote on
26 all matters before the Commission.

1 (h) **Duties of the Vice-Chairperson of the Commission.** The
2 duty of the Vice Chairperson *shall* be to perform the duties of the
3 Chairperson at his or her request or in case of his or her absence or
4 incapacity.

5 (i) **Duties of the Treasurer of the Commission.** The duties of the
6 Treasurer *shall* be to report to the Commission on the finances of the
7 Commission at each regular meeting of the Commission; to present an
8 annual budget to the Commission for approval; and to perform the duties of
9 the Chairperson in case of the absence of both the Chairperson and the Vice
10 Chairperson.

11 (j) **Duties of the Executive Secretary of the Commission.** The
12 Executive Secretary of the Commission *shall* serve ex-officio as a member
13 of the Commission and have the following duties: to give notice of all
14 regular and special meetings of the Commission and to compile and
15 distribute the agenda for each such meeting with the notice thereof; to record
16 the proceedings of the Commission in a book or books to be kept therefore;
17 to preserve all documents, papers and records determined by the
18 Commission to be a part of its official records; to conduct correspondence as
19 directed by the Commission and to certify official documents and
20 proceedings; and to carry out all statutory responsibilities.

21 (k) **Executive Secretary Designees.** The Executive Secretary,
22 with the written approval of the Chairperson, may designate an employee of
23 the Commission to carry out the duties set forth in Subsection (j) of this
24 Section under the direction of the Executive Secretary. During the absence
25 or incapacity of the Executive Secretary, the duties of Executive Secretary
26 *shall* be performed by such designee and, in the absence of such designee,
27 by such other person as may be designated by the Chairperson.

1 (l) **Removal of Officers and Committee Chairpersons.** Four (4)
2 affirmative votes of the Commission’s membership *shall* be required for the
3 removal of the Chairperson, the Vice Chairperson, the Treasurer or any
4 Committee Chairperson.

5 (m) **Committees of the Commission.**

6 (1) **Practice of the Commission.** The Commission *shall* act
7 upon matters considered, and upon recommendations made, by
8 designated committees of the Commission, but any member may
9 present matters to the Commission for consideration without prior
10 reference to a committee.

11 (A) The Chairperson may appoint such committees of
12 the Commission as may be deemed necessary, provided that
13 each such committee *shall* be automatically discharged on
14 completion of its assignment or otherwise as the Chairperson
15 may designate.

16 (B) The Chairperson *shall* be a member ex-officio of
17 each committee. Any member of the Commission may attend
18 any meeting of any committee of the Commission.

19 (C) Temporary work assignments of a functional or
20 project nature may be made by the Chairperson of the
21 Commission to individual members of the Commission, each
22 such assignment to terminate automatically upon the report to,
23 and final action by the Commission on such project.

24 (D) Notice of all committee meetings *shall* be given to
25 all members of the Commission. Such notice *shall* be *no less*
26 *than* the minimum possible notice under the Open Government
27 Law.

1 (n) **Meetings of the Commission.**

2 (1) **Requirements for Public Notice.** All meetings of the
3 Commission *shall* be publicly noticed in accordance with Chapter 8 of
4 Title 5, Guam Code Annotated, otherwise known as the Open
5 Government Law.

6 (2) **Regular Meetings.** The regular meetings of the
7 Commission *shall* be held *at least* quarterly, as mandated by law. All
8 regular meetings *shall* be held on Guam.

9 (3) **Notice to Commission Members of Meetings.** Written
10 notice of each regular meeting of the Commission *shall* be given to
11 each member *at least* ten (10) days prior to the date fixed for the
12 meeting, which notice *shall* state the time and place of the meeting
13 and, in the case of special meetings, the purpose for which it has been
14 called.

15 (4) **Agenda of Regular Meetings.** A written agenda of
16 matters to be considered at each regular meeting shall be determined
17 by the Chairperson, attested by the Executive Secretary, and given to
18 each Commission member no *less than* ten (10) days prior to the date
19 fixed for a regular meeting. Items to be included in the agenda for the
20 regular meeting *shall* be submitted to the Chairperson by:

21 (A) committees of the Commission relating to their
22 reports;

23 (B) any Commission member, given to the
24 Chairperson twelve (12) days prior to the date of the regular
25 meeting at which consideration is desired and containing a title
26 and/or description of the agenda items.

1 (C) The Commission Chairperson will provide, on a
2 timely basis, to other Commission members reason for
3 removing an agenda item after it has been posted, in accordance
4 to §27013 of Title 17, Guam Code Annotated.

5 (5) **Special Meetings.** Special meetings of the Commission
6 may be held at any time and at any place on Guam. Special meetings
7 may be called by the Chairperson *or* by a majority of the members
8 then serving on the Commission by a written notice to the Executive
9 Secretary in which the time, place and purpose of the meeting are set
10 forth.

11 (6) **Quorum.** A quorum *shall* consist of four (4) voting
12 members. Actions of the Commission *shall* be carried by a vote of *not*
13 *less than* four (4) voting members, in accordance with §27013 of Title
14 17, Guam Code Annotated.

15 (7) **Rules of Order.** Unless otherwise specified in these
16 rules, all meetings of the Commission *shall* be conducted in
17 accordance with Robert's Rules of Order Revised.

18 (8) **Action at Commission Meetings.** *Except* in an
19 emergency, the Commission *shall* take action on a matter of policy
20 *only* when the matter has been discussed by the Commission at a
21 previous meeting. This provision may be waived by a unanimous vote
22 of the members present. For purposes of this Rule, an emergency *shall*
23 first be declared by a vote of five (5) members.

24 (9) **Public Participation Policy.** It is the policy of the
25 Commission to encourage and permit public comment on matters
26 within the Commission's jurisdiction.

1 (A) **General Public Comment.** The Commission
2 *shall* include general public comment as an agenda item at each
3 regular meeting of the Commission.

4 (B) **Comment, Not Debate.** During public comment,
5 speakers *shall* address their remarks to the Commission as a
6 whole and *not* to individual Commission members,
7 Commission personnel, or the audience.

8 (C) **Recording Commission Proceedings.** Members
9 of the public may record Commission meetings while *not* under
10 executive session with an audio or video recorder, or still or
11 motion picture camera.

12 (o) **Compensation and Expenses.** A Commission member *shall*
13 receive compensation for serving on the Commission in the amount of Fifty
14 Dollars (\$50.00) for each Commission meeting attended. A member is
15 entitled to reimbursement for actual and necessary expenses incurred in
16 performing functions as a member of the Commission, subject to any
17 applicable limitation on reimbursement provided by the General
18 Appropriations Act.

19 (p) **Executive Director.** The Commission *shall* employ and
20 determine the compensation of an Executive Director, who *shall* be
21 responsible to carry out all statutory responsibilities, the administration of
22 the policies of the Commission, and to manage the daily operations of the
23 Commission. The Commission *shall* annually evaluate the performance of
24 the Executive Director.

25 (q) **Relationship of the Commission to Executive Director.**
26 Pursuant to §27019 of Chapter 27, Title 17, Guam Code Annotated,
27 although the relationship between the Executive Director and individual

1 Commission members is collegial, the relationship of the Commission to the
2 Executive Director is hierarchical. The Executive Director is accountable
3 *only* to the Commission as whole, and *not* to individual Commission
4 members.

5 (r) **Employment of Personnel.** The Executive Director *shall* hire
6 other staff according to the staffing pattern approved by the Commission.
7 Employment of persons *shall* be in accordance with §27018 of Title 17,
8 Guam Code Annotated.

9 (s) **Budget.** Prior to October 1st of each year, the Executive
10 Director *shall* prepare, for approval and consideration by the Commission, a
11 budget for the following fiscal year. Upon appropriation by the *I*
12 *Liheslaturan Guåhan*, the Commission *shall* make expenditures from this
13 budget for the purposes as stated.

14 (t) **Accounting Procedures.**

15 (1) **Cash Receipts.** A receipt *shall* be issued for all money
16 received by the Commission. The Executive Director, or designated
17 entity, *shall* oversee all money paid to the Commission. The
18 Executive Director *shall* keep appropriate books on behalf of the
19 Commission, and *shall* record in a cash receipt book a record of all
20 money received as stated in the law.

21 (2) **Cash Disbursements.** All cash disbursements *shall* be
22 supported by invoices or purchase orders. All cash disbursements
23 *shall* be recorded in the cash disbursement book.

24 (3) **Financial Reports.** Financial reports *shall* be prepared
25 and disseminated by the Executive Director in accordance to the
26 current applicable General Appropriations Act. A copy of each report

1 *shall* be furnished to the Commission Treasurer on or before the next
2 regular Commission meeting after submission.

3 **(4) Publications of the Commission.** The publications of
4 the Commission *shall* include, but *not* be limited to:

5 (A) a roster showing the name of each certificate
6 holder, which *shall* be revised annually;

7 (B) the complete current text of the laws, rules and
8 regulations governing educator certification; and

9 (C) the Annual Report of the Commission, which *shall*
10 be published *no later than* ninety (90) days after the end of the
11 fiscal year.

12 **§8104. Issuance of Certificates, General.**

13 **(a) Certificates, General.** The Certificates issued by the
14 Commission *shall* be those listed in these rules and regulations accompanied
15 by their specific certification requirements and subject to the provisions of
16 these rules and regulations.

17 **(b) Examination of General Knowledge.** All candidates for
18 Guam Professional Educator Certification, *except* for those listed in
19 Subsection (c) of this Section, *shall* take and pass the test of essential skills
20 in reading, writing, and mathematics known as PRAXIS I. Applicants *shall*
21 designate that the Guam Certification Office receive official test scores from
22 ETS. Guam's passing scores for PRAXIS are those scores for Guam as
23 published by ETS.

24 **(c) Exemption from Examination of General Knowledge**
25 **Requirement.** Candidates for the following certificates, due to their unique
26 specialization, *shall* be exempt from the Examination of General Knowledge
27 Requirement under Subsection (b) of this Section:

1 (1) all Certificates for *Chamorro* Language and Culture
2 under §8106 of this Chapter;

3 (2) all certificates issued for Basic Preschool provided under
4 §8107 of this Chapter; and

5 (3) all certificates issued for Career and Technical Education
6 under §8108 of this Chapter;

7 (d) **Examination of Specialization or Content Area Knowledge.**

8 Where applicable, candidates for Guam Professional Educator Certification
9 *shall* pass an appropriate test for content area knowledge. Where *no* content
10 area test has been approved by the Commission, Guam’s content test passing
11 score *shall* be the Praxis II test passing score adopted by the State of Hawaii
12 or a score reflecting eighty percent (80%) pass rate of the average maximum
13 range respectively.

14 (e) **Examination of Pedagogical Knowledge.** Candidates for
15 Guam Professional Teacher Certification *shall* pass a test for pedagogical
16 knowledge.

17 (f) **Certification Validity Date.** A certificate *shall* be valid from
18 the date that the certificate is issued by the Guam Certification Office. The
19 length of certification of that particular certificate *shall* be specified by
20 GCEC rule, unless revoked, suspended, or extended by the Commission.

21 (g) **Renewal of Expired Certification.** Any person holding an
22 expired Guam Professional Certification is subject to the following:

23 (1) if such certification expired five (5) years *or less* from
24 the date of application for reinstatement, such person *shall* complete
25 the requirements for recertification specified in regulations in effect
26 during the validity period of the expired certificate; *or*

1 (2) if such certification expired *more than* five (5) years from
2 the date of application for reinstatement, such certificate *shall not* be
3 eligible for renewal. The applicant must apply for initial certification
4 pursuant to current requirements.

5 (h) **Recency of Study.** All applicants seeking professional
6 certification must satisfy recency of study through one (1) of the following
7 routes:

8 (1) completion of six (6) semester hours or equivalent credits
9 in professionally related course work earned within five (5) years
10 preceding the date of application; *or*

11 (2) completion of *at least* one (1) full year of acceptable
12 school experience (teaching, administrative, or program specialist)
13 within five (5) years preceding the date of application while working
14 in one (1) of the fifty (50) states on a valid certificate issued by that
15 state.

16 (i) **Basis for Certification.** College credits or degrees to be
17 applied towards fulfilling certification requirements must be from accredited
18 colleges or universities of the United States, or any of its administrative
19 jurisdictions notwithstanding any provisions to the contrary contained in
20 these rules.

21 (j) **Transcripts.** Official transcripts, furnished by the college or
22 university, *shall* be the basis for determining the educational qualifications
23 of an applicant for certification. Transcripts *shall* be forwarded from the
24 university or college to the Guam Certification Office *or* by the applicant in
25 an unopened, unaltered envelope sealed by the registrar.

26 (k) **Continuing Education Units.** Continuing Education Units
27 (CEU) may be used for recertification. For re-certification purposes, three

1 (3) CEU will equal to one (1) semester credit. The CEU cannot be used for
2 degree credit requirements. For Continuing Education Units to be counted
3 for recertification, they must be acquired from a program affiliated with a
4 regionally accredited institution.

5 (l) **Holders of Degrees from NCATE-Accredited Institutions.**

6 Holders of degrees in teacher preparation awarded by an institution
7 accredited by the National Council for Accreditation of Teacher Education
8 (NCATE) *shall* be eligible for an Initial Educator Certificate.

9 (m) **Interstate Reciprocity.** Individuals holding a valid state

10 teaching credential, such as a license or certificate, may qualify for an initial
11 Guam certificate with comparable endorsement areas provided such license
12 is issued by a state that has signed the NASDTEC Inter-State Agreement and
13 is a full credential without deficiencies; or holds national certification from
14 the National Board for Professional Teaching Standards (NBPTS).

15 (n) **Graduate of Foreign Institutions of Higher Learning.**

16 Graduates of foreign institutions of higher learning, to be granted a
17 certificate, must meet the Professional certification requirements of this
18 policy. The applicant's transcripts must be evaluated by an agency that is
19 capable of determining the country's educational system where the
20 coursework was completed. The list of agencies is available at the Guam
21 Certification Office. A credential evaluation report, including an
22 equivalency summary, is required. A course-by-course evaluation, including
23 the equivalency in United States semester credit hours and United States
24 grade equivalent, is necessary. A detailed report is required for the GCEC to
25 be able to determine if an equivalent teacher education program has been
26 completed.

1 (o) **Related Work Experience.** A statement signed by an
2 appropriate authorized official of a school district or other employing agency
3 *shall* be the basis for determining the experience qualifications of an
4 applicant for certification.

5 (p) **Guam History or Culture.** All persons issued an educational
6 professional certificate and who have *not* completed a three (3) semester
7 credit course in Guam history or culture *shall* complete one (1) such course
8 during the first year after certification. Failure to meet this requirement *shall*
9 constitute sufficient cause to cancel the certificate until the deficiency is
10 corrected.

11 (q) **Special Policy for Incumbents as of the School Year 1953-**
12 **54.** Holders of certificates by the Guam Department of Education as of the
13 School Year 1953-54 *shall* be given credit for years of successful experience
14 and for attendance at Guam Summer Institutes and normal school, provided
15 they were of *at least* six (6) weeks duration, and were operated by the
16 Department of Education. After that date, *only* college credits earned will be
17 credited toward certificates.

18 (r) **Masters Degree Equivalent for Certain Incumbents.** Those
19 incumbents of the Guam Department of Education who earned what is
20 known as “masters degree equivalent” status under the policies of the Guam
21 Education Policy Board between August 22, 1966 and August 8, 2007 *shall*
22 retain such a status for certification purposes.

23 (s) **Alternative Certification (Fast Track).** Individuals
24 participating in the concentrated course program focused on the Department
25 of Education certification requirements known and referred to as the “Fast
26 Track Teacher Certification Program” *shall* waive student teaching or
27 internship teaching requirements with evidence of two (2) years of

1 documented and verifiable teaching experience. Teaching experience *shall*
2 be scholastic in nature and include college/university, vocational, military,
3 business sector, or any other related area. Both years of teaching experience
4 must indicate satisfactory performance. [Pursuant to P.L. 29-02].

5 **§8105. Certificates for Teachers, General.**

6 (a) **Temporary Teaching Certificate.**

7 (1) **Minimum Qualifications.** A Temporary Teaching
8 Certificate may be issued to an applicant who presents evidence that
9 he or she has completed a Bachelor's degree and a passing score on
10 Praxis-I.

11 (2) **Length of Certification.** The length of certification of a
12 Temporary Teaching Certificate *shall* be two (2) years.

13 (3) **Renewability.** A Temporary Teaching Certificate may
14 be renewed one (1) time provided the applicant presents evidence of
15 the following:

16 (A) earned twelve (12) semester hours applicable to
17 the requirements of an Initial Educator Certificate, within the
18 certification validity period; and

19 (B) satisfactory performance evaluation.

20 (4) **Holders Issued Certificates Known as “Emergency”**
21 **by the Department of Education.** A holder of a certificate known as
22 an “Emergency” teaching certificate issued under Guam Education
23 Policy Board Policies 1000.21, 1000.22, 1000.24, 1000.25, 1000.27,
24 1000.144 or 1000.20(B) may be issued a Temporary Educator
25 Certificate under §8105(a) of this Chapter provided they meet the
26 minimal qualifications of the Temporary Educator Certificate and met
27 the applicable renewal requirements of the certificate issued under the

1 respective policies of the Board. Holders of Temporary Educator
2 Certificates issued under this Sub-rule *shall* be subject to renewal
3 requirements of the Temporary Educator Certificate.

4 **(b) Initial Educator Certificate.**

5 **(1) Minimum Qualifications.** An Initial Educator
6 Certificate may be issued to an applicant who presents evidence of the
7 following:

8 (A) earns a degree from an approved Educator
9 Preparation Program from an accredited college or university,
10 or from an approved Educator Preparation Program from a
11 recognized foreign institution of higher learning recognized by
12 the U.S. Council for Higher Education Accreditation (CHEA)
13 or its successors;

14 (B) for non-education preparation program graduates,
15 presents evidence of successfully completing the following
16 requirements: earns a degree from an accredited college or
17 university; or completion of an approved program (in content
18 area) from an accredited college or university; and completes
19 educational program aligned with Guam Professional Teacher
20 Standards;

21 (C) grade point average of 2.70 or higher; and

22 (D) successfully passes Praxis I and Praxis II
23 Principles of Learning (PLT) tests.

24 **(2) Length of Certification.** The length of certification for
25 an Initial Educator Certificate *shall* be three (3) years. The certificate
26 holder *shall* be required to work as an Initial Educator for two (2)
27 years in order to qualify for a Professional Educator Certificate.

1 (3) **Renewability.** An Initial Educator Certificate *shall not*
2 be renewable.

3 (c) **Professional Educator Certificate.**

4 (1) **Minimum Qualifications.** A Professional Educator
5 Certificate may be issued to an applicant who presents the following
6 evidence:

7 (A) fulfillment of all educational requirements for the
8 Initial Educator Certificate or the Initial Educator *Chamorro*
9 Language and Culture Teaching Certificate and provides
10 evidence of the following:

11 (B) completion of requirements related to Guam
12 History or Guam Culture;

13 (C) completion of sixty (60) clock hours of
14 professional activities;

15 (D) satisfactory performance evaluation and/or
16 completion of Professional Growth Plan as approved by on-site
17 administrator;

18 (E) completion of a one (1) year mentorship in a Guam
19 school; and

20 (F) completion of two (2) years as an Initial Certificate
21 Holder.

22 (2) **Length of Certification.** The length of certification for
23 a Professional Educator Certificate *shall* be five (5) years.

24 (3) **Renewability.** A Professional Educator Certificate *shall*
25 be renewable for any number of times. Within the length of
26 certification provided herein, a person issued a Professional Educator

1 Certificate *shall* be considered in good standing to retain such
2 certificate by presenting evidence of the following:

3 (A) completion of ninety (90) clock hours of
4 professional activities to include semester hours, Continuing
5 Education Units, or Professional Growth Plan requirements as
6 acknowledged by administrator on-site; and

7 (B) satisfactory performance evaluation.

8 (4) **Holders of Professional I Certificates Issued by the**
9 **Department of Education.** Notwithstanding Subsection (c) of this
10 Section, a Professional Educator Certificate may be issued to a holder
11 of a valid or recently expired “Professional I” Certificate issued under
12 Guam Education Policy Board Policies 1000.21, 1000.22, 1000.24,
13 1000.25 and 1000.27 who provides evidence of satisfactory teaching
14 and ninety (90) clock hours of professional activities within the
15 Professional I certification period.

16 (d) **Master Educator Certificate.**

17 (1) **Minimum Qualifications.** A Master Educator
18 Certificate may be issued to an applicant who presents evidence of the
19 following:

20 (A) he or she meets all educational requirements for
21 the Initial Educator Certificate and the Professional Educator
22 Certificate;

23 (B) has a minimum of at least five (5) years of
24 satisfactory teaching experience; and

25 (C) has earned a Master’s Degree and/or is a National
26 Board Certified Teacher.

1 (2) **Length of Certification.** The length of certification for
2 a Master Educator Certificate *shall* be ten (10) years.

3 (3) **Renewability.** A Master Educator Certificate *shall* be
4 renewable for any number of times. Within the length of certification
5 provided herein, a person issued a Master Educator Certificate *shall*
6 be considered in good standing to retain such certificate by presenting
7 evidence of the following:

8 (A) completion of one hundred twenty (120) clock
9 hours of professional activities, to include semester hours,
10 Continuing Education Units, or Professional Growth Plan
11 requirements as acknowledged by administrator on site, and

12 (B) satisfactory performance evaluation.

13 (4) **Holders of Professional II Certificates Issued by the**
14 **Department of Education.** A Master Educator Certificate may be
15 issued to a holder of a “Professional II” Certificate issued under Guam
16 Education Policy Board Policies 1000.21, 1000.22, 1000.24, 1000.25
17 and 1000.27 who provides evidence of satisfactory teaching and
18 ninety (90) clock hours of professional activities within the
19 Professional II certification period. No Master Educator Certificate
20 issued under this rule shall be renewed for an applicant who *does not*
21 provide evidence of having completed a Master’s degree.

22 (e) **Professional Endorsement for Specialty Areas.** Educators
23 wishing to certify in multiple content areas, or to add an additional area, are
24 able to apply for an endorsement on their existing certificate. To qualify for
25 an endorsement, the applicant must provide evidence of the successful
26 completion of fifteen (15) credit hours in the field. There will be an
27 additional charge for the endorsement which will last the term of the existing

1 certificate. Specialty areas for consideration are library science,
2 instructional technology, visually impaired, orientation and mobility, deaf
3 and hearing impaired, speech, media specialist, or other specialty areas as
4 approved by GCEC.

5 **§8106. Certificates for *Chamorro* Language and Culture**
6 **Teachers.**

7 (a) **Temporary *Chamorro* Language and Culture Teaching**
8 **Certificate.**

9 (1) **Minimum Qualifications.** A Temporary *Chamorro*
10 Language and Culture Teaching Certificate may be issued to an
11 applicant who presents evidence of completing thirty (30) semester
12 hours of college credit, to include *at least* six (6) semester hours of
13 *Chamorro* language; and proficiency in the language as established by
14 the *Chamorro* Studies Division of the Guam Department of
15 Education.

16 (2) **Length of Certification.** The length of certification of
17 the Temporary *Chamorro* Language and Culture Teaching Certificate
18 *shall* be two (2) years.

19 (3) **Renewability.** The Temporary *Chamorro* Language and
20 Culture Teaching Certificate may be renewed one (1) time provided
21 that evidence of satisfactory performance evaluation and proof of
22 having earned twelve (12) semester hours applicable to Initial
23 Educator and/or *Chamorro* Language & Culture Teaching Certificate
24 requirements within the certification validity period.

25 (b) **Basic Educator *Chamorro* Language and Culture Teaching**
26 **Certificate.**

1 (1) **Minimum Qualifications.** Basic Educator *Chamorro*
2 Language and Culture Teaching Certificate may be issued to an
3 applicant who:

4 (A) presents evidence of completing sixty (60)
5 semester hours of college credit to include at least twelve (12)
6 semester hours of *Chamorro* language; *and*

7 (B) demonstrates proficiency in the *Chamorro*
8 language as established by the Chamorro Studies Division of
9 the Guam Department of Education.

10 (2) **Length of Certification.** The length of certification of
11 the Basic Educator *Chamorro* Language and Culture Teaching
12 Certificate *shall* be two (2) years.

13 (3) **Renewability.** Basic Educator *Chamorro* Language and
14 Culture Teaching Certificate may be renewed any number of times
15 provided the certificate holder submits:

16 (A) evidence of satisfactory performance evaluation;
17 *and*

18 (B) evidence of six (6) or more semester hours of
19 college credit applicable to Initial Educator and/or *Chamorro*
20 Language and Culture Teaching Certificate requirements within
21 the validity of certificate.

22 (c) **Initial Educator *Chamorro* Language and Culture Teaching**
23 **Certificate.**

24 (1) **Minimum Qualification.** The Initial Educator *Chamorro*
25 Language and Culture Teaching Certificate may be issued to an
26 applicant who, in addition to meeting such certificate's minimum
27 experience and *Chamorro* Language requirements, presents evidence

1 of completing a Bachelor's degree and fulfilling the requirements for
2 educational credits.

3 (2) **Length of Certification.** The length of certification of
4 the Initial Educator *Chamorro* Language and Culture Teaching
5 Certificate *shall* be three (3) years.

6 (3) **Renewability.** The Initial Educator *Chamorro* Language
7 and Culture Teaching Certificate is non-renewable. The holder of a
8 *Chamorro* Language and Culture Teaching Certificate, on or before
9 expiration date, *shall* apply for Professional Certificate as per the
10 requirements in §8105 (c) of this Chapter.

11 **§8107. Certificates for Preschool Teachers.**

12 (a) **Basic Educator Preschool Certificate.**

13 (1) **Minimum Requirements.** An associate degree in early
14 childhood education; or an associate degree in a field related with
15 equivalent to a major relating to early childhood education, with one
16 (1) year experience teaching preschool-age children, or a
17 baccalaureate degree or advanced degree in early childhood
18 education, and has not taken and /or passed the PRAXIS I, or a
19 baccalaureate or advanced degree in a related field and coursework
20 equivalent to a major related to early childhood education and
21 experience teaching preschool-aged children and has not taken and/or
22 passed PRAXIS I. The degree must be from a U.S. regionally
23 accredited post-secondary learning institution.

24 (2) **Length of Certification.** The length of certification of a
25 Basic Educator Preschool Certificate *shall* be three (3) years.

26 (3) **Renewability.** The Basic Educator Preschool Certificate
27 may be renewed any number of times with evidence of satisfactory

1 performance evaluation; by the administrator; and fifteen (15) clock
2 hours of Head Start specific in-service professional development that
3 is classroom focused and regularly evaluated by the Head Start
4 program of the Guam Department of Education. The holder of a
5 Basic Educator Preschool Certificate, on or before the expiration date,
6 may apply for Initial Educator Certificate as per the requirements in
7 §8105 (c) of this Chapter.

8 **§8108. Certificates for Career and Technical Education**
9 **(CTE) Teachers.**

10 (a) **Temporary Career and Technical Education (CTE)**
11 **Teaching Certificate.**

12 (1) **Minimum Requirements.** The Temporary CTE
13 Teaching Certificate may be issued to an applicant who presents
14 evidence of graduation from high school or a GED equivalence, and
15 must have completed eight (8) years of full-time employment in a
16 recognized trade in the area of specialty.

17 (2) **Length of Certification.** The length of certification of a
18 Temporary CTE Teaching Certificate *shall* be two (2) years.

19 (3) **Renewability.** The Temporary CTE Teaching
20 Certificate may be renewed one (1) time with evidence of satisfactory
21 performance evaluation and completion of six (6) semester hours in
22 career and technical education.

23 (b) **Basic Career and Technical Education Teaching Certificate.**

24 (1) **Minimum Requirements.** The Basic CTE Teaching
25 Certificate may be issued to an applicant who presents evidence of
26 either of the following educational qualifications: completion of an
27 Associate Degree in the area of specialty and *at least* twelve (12)

1 semester hours of credit in CTE teaching methods, CTE curriculum,
2 CTE Assessment, CTE philosophy and CTE laboratory management;

3 *or*

4 completion of an Associate Degree in Education with at least
5 eighteen (18) credit hours in area of specialty and twelve (12)
6 semester hours in career and technical education.

7 (2) **Length of Certification.** The length of certification of a
8 Basic Career and Technical Education Teaching Certificate *shall* be
9 three (3) years.

10 (3) **Renewability.** The Basic Career and Technical
11 Education Teaching Certificate may be renewed any number of times
12 with evidence of satisfactory completion of at least twelve (12)
13 semester hours towards a Bachelor's degree in Basic Career and
14 Technical Education or in the area of specialty and satisfactory
15 performance evaluations.

16 (c) **Professional Career and Technical Education Teaching**
17 **Certificate.**

18 (1) **Minimum Requirements.** The Professional **Career and**
19 **Technical Education** Teaching Certificate may be issued to an
20 applicant who:

21 (A) presents evidence of a Bachelor's Degree in a
22 technical area of specialty, such as Industrial Technology,
23 Career and Technical Education, Technology Education,
24 Industrial Arts, or Engineering, and including *at least* twenty
25 four (24) semester hours in Career and Technical Education;
26 and

1 (B) presents evidence of either of the following: one
2 (1) year verifiable work related technical experience beyond the
3 apprenticeship or learner level in the area of the technical
4 specialty to be taught; *or* one (1) year recent successful teaching
5 experience in the technical specialty area for which the
6 candidate was professionally trained.

7 (2) **Length of Certification.** The length of certification of a
8 Professional Career and Technical Education Teaching Certificate
9 *shall* be five (5) years.

10 (3) **Renewability.** The Professional Career and Technical
11 Education Teaching Certificate may be renewed any number of times
12 by providing evidence of either of the following:

13 (A) six (6) graduate credits or six (6) professionally
14 related undergraduate semester hours; and satisfactory
15 performance evaluations; *or*

16 (B) eighteen (18) Continuing Education Units (CEU)
17 or a combination of academic credits and CEU completed
18 within the validity period of certificate and two hundred forty
19 (240) hours of relevant industry experience; and satisfactory
20 performance evaluations.

21 **§8109. Certificates for Reading Specialists.**

22 (1) **Minimum Qualifications.** A Reading Specialist
23 Certificate may be issued to an applicant who presents evidence that
24 he or she has passed the Praxis II (Reading Specialist -0300) exams
25 assessment; completed a Master's Degree in Language and
26 Literacy/Reading as aligned with International Reading Association
27 (IRA) standards; completed three (3) years of successful teaching

1 experience in the area of reading and/or language arts; and
2 successfully earned ninety (90) semester hours of supervised
3 internship or practicum within the Pre K – 12 levels.

4 (2) **Length of Certification.** The length of certification of a
5 Reading Specialist Certificate *shall* be five (5) years.

6 (3) **Renewability.** The Reading Specialist Certificate may
7 be renewed any number of times provided the holder presents
8 evidence of a satisfactory performance evaluation and the following
9 within the certification validity period:

10 (A) earned six (6) graduate credits related to the field
11 of literacy (i.e. reading, writing, English Second Language
12 (ESL), linguistics) that meet state-approved standards for
13 graduate level literacy courses; or

14 (B) ninety (90) clock hours of Professional Growth
15 activities aligned with IRA standards verified by site
16 administrator; or

17 (C) any combination of credits and professional
18 activities equivalent to ninety (90) clock hours.

19 **§8110. Certificates for School Administrators.**

20 (a) **Initial Administrator Certificate.**

21 (1) **Minimum Qualifications.** An Initial Administrator
22 Certificate may be issued to an applicant who presents evidence that
23 he or she has completed a Master’s Degree; five (5) years of full-time
24 classroom teaching experience; completion of an approved school
25 administration program; and a passing score on the School Leaders
26 Licensure Assessment (SLLA). The passing score *shall* be determined
27 by the Commission.

1 The approved school administration program includes skills for
2 K-12 school level principal; and that it is aligned with the Guam
3 School Administrator Standards; or the program is from a college or
4 university within any of the fifty (50) states or administrative
5 jurisdictions, and whose advance degree has been awarded by an
6 institution accredited by the National Council for Accreditation of
7 Teacher Education.

8 (2) **Length of Certification.** The length of certification for
9 an Initial Administrator Certificate *shall* be three (3) years.

10 (3) **Renewability.** The Initial Administrator Certificate is
11 *not* renewable.

12 (4) **Mentorship Requirement.** During the certification
13 period and to be eligible for the Professional Administrator
14 Certificate, the holder of an Initial Administrator Certificate *shall*
15 provide evidence of completing a mentorship of *not less than* one (1)
16 year, during the initial certification period, in a Guam school.

17 (b) **Professional Administrator Certificate.**

18 (1) **Minimum Qualifications.** A Professional Administrator
19 Certificate may be issued to an applicant who presents evidence that
20 he or she has successfully completed all Initial Administrator
21 requirements; has completed three (3) years of school level
22 administrative experience; presents evidence of satisfactory
23 performance evaluation by the administrator; and has completed sixty
24 (60) hours of professional activities.

25 (2) **Length of Certification.** The length of certification for
26 a Professional Administrator Certificate *shall* be five (5) years.

1 (3) **Renewability.** The Professional Administrator
2 Certificate is renewable any number of times. The applicant *shall*
3 complete ninety (90) hours of professional growth activities; or
4 provide a Professional Growth Plan concurred by the appropriate
5 superintendent or immediate supervisor and/or satisfactory
6 performance evaluation by supervisor.

7 (4) **Special Policy for Holders of “Professional I”**
8 **Certificates Issued through the Guam Department of Education.**

9 All holders of certificates known as the “Professional I” Certificate
10 issued under the Guam Education Board’s policy known as “1000.41
11 Administration and Supervision Certification” *prior to* April 21, 2009
12 *shall* be considered to have met the pre-requisite requirements for a
13 Professional Administrator Certificate under these rules, *provided*
14 they met the renewal requirements of the Board’s said policy.

15 (c) **Master Administrator Certificate.**

16 (1) **Minimum Qualifications.** A Master Administrator
17 Certificate may be issued to an applicant who presents evidence that
18 he or she has successfully completed all Professional Administrator
19 requirements; has completed thirty (30) graduate credits in school
20 leadership or a related field beyond the Master’s Degree; presents
21 evidence of satisfactory performance approved by the administrator;
22 and has completed ninety (90) hours of professional activities.

23 (2) **Length of Certification.** The length of certification for
24 a Master Administrator Certificate *shall* be ten (10) years.

25 (3) **Renewability.** The Master Administrator Certificate is
26 renewable any number of times. A certificate holder *shall* provide
27 evidence of completing one hundred twenty (120) hours of

1 professional growth activities during the certification period; and
2 present evidence of satisfactory performance approved by the
3 administrator.

4 (4) **Special Policy for Holders of Master Certificates**
5 **Issued through the Guam Department of Education.** All holders of
6 certificates known as the “Professional II” or “Professional III”
7 certificate issued under the Guam Education Board’s policy known as
8 “1000.41 Administration and Supervision Certification” *prior to* April
9 21, 2009 *shall* be considered to have met the pre-requisite
10 requirements for a Master Administrator Certificate under these rules,
11 *provided* they met the renewal requirements of the Board’s said
12 policy.

13 **§8111. Endorsements for School Librarians.**

14 (a) **Temporary School Librarian Endorsement.**

15 (1) **Minimum Qualifications.** A Temporary School
16 Librarian Endorsement may be issued to an applicant who presents
17 evidence that he or she is a certified teacher with a minimum of five
18 (5) years of full-time teaching experience and has completed six (6)
19 semester hours in library science.

20 (2) **Length of Endorsement.** The length of endorsement for
21 a Temporary School Librarian Endorsement *shall* be two (2) years.

22 (3) **Renewability.** A Temporary School Librarian
23 Endorsement may be renewed two (2) times, *provided* that evidence
24 of satisfactory evaluations as a school librarian and an official
25 transcript which indicates six (6) semester hours toward professional
26 school librarian endorsement has been acquired.

27 (b) **Professional School Librarian Endorsement.**

1 (1) **Minimum Qualifications.** A Professional School
2 Librarian Endorsement may be issued to an applicant who presents
3 evidence that he or she is a certified teacher; has completed *at least*
4 twenty-four (24) semester hours of library science courses aligned
5 with American Library Association (ALA) and/or American
6 Association of School Librarians (AASL) standards (in classification
7 and cataloging; selection and acquisition of library materials;
8 library/media administration; reference services; application of library
9 automation and information access; internship or practicum) or has
10 received a certificate of completion from a certified library science
11 program from a regionally accredited university; presents evidence
12 that he or she has completed five (5) years of teaching experience; and
13 presents evidence of a satisfactory evaluation from the administrator.

14 (2) **Length of Endorsement.** The length of endorsement for
15 a Professional School Librarian Endorsement *shall* be the same as the
16 educator certificate held by the applicant.

17 (3) **Renewability.** A Professional School Librarian
18 Endorsement may be renewed any number of times, *provided* that he
19 or she presents evidence of satisfactory service as a school librarian;
20 completion of ninety (90) hours of professional activities, to include
21 semester hours in courses that will enhance the school librarian's
22 work (such as courses in specific content areas, education courses, and
23 library science courses); and Continuing Education Units, or
24 Professional Growth Plan requirements, as approved by the
25 administrator that have been acquired within the preceding five (5)
26 years.

27 **§8112. Certificates for School Counselors.**

1 (a) **Temporary School Counselor Certificate.**

2 (1) **Minimum Qualifications.** A Temporary School
3 Counselor Certificate may be issued to an applicant who presents
4 evidence that he or she has completed the following requirements:

5 (A) earned a Bachelor’s degree from a state approved
6 college/university in Education, Psychology, Social Work, or
7 field related to School Counseling; and

8 (B) successfully passed Praxis I (PST).

9 (2) **Length of Certification.** The length of certification for
10 a Temporary School Counselor Certificate *shall* be two (2) years.

11 (3) **Renewability.** A Temporary School Counselor
12 Certificate *shall not* be renewable.

13 (b) **Initial School Counselor Certificate.**

14 (1) **Minimum Qualifications.** An Initial School Counselor
15 Certificate may be issued to an applicant who presents evidence that
16 he or she has completed the following requirements:

17 (A) earned a Bachelor’s degree from a state approved
18 college/university in Education, Psychology, Social Work, or
19 field related to School Counseling;

20 (B) successfully passed Praxis I (PST) *and* Praxis II
21 (Counseling);

22 (C) completion of an approved graduate level program
23 in School Counseling as aligned with CACREP Common Core
24 Areas and School Counseling Domains; and

25 (D) internship in School Counseling with ninety (90)
26 hours of University/College supervised field-based counseling
27 experiences in K-12 settings.

1 (2) **Length of Certification.** The length of certification for
2 an Initial School Counselor Certificate *shall* be three (3) years.

3 (3) **Renewal Requirement.** An Initial School Counselor
4 Certificate *shall not* be renewable.

5 (c) **Professional School Counselor Certificate.**

6 (1) **Minimum Qualifications.** A Professional School
7 Counselor Certificate may be issued to an applicant who presents
8 evidence that he or she has completed the following requirements:

9 (A) earned a Master's Degree in School Counseling; *or*
10 meets all Initial School Counselor prerequisites and have an
11 advanced degree;

12 (B) successfully passed PRAXIS I (PST);

13 (C) two hundred (200) hours of supervised field-based
14 experiences in K-12 settings;

15 (D) two (2) years satisfactory School Counseling;

16 (E) a Professional Growth Plan acknowledged by a
17 site administrator; and

18 (F) one (1) year of satisfactory classroom teaching, *or*
19 three hundred sixty (360) hours of K-12 counseling related
20 classroom teaching/sessions.

21 (2) **Length of Certification.** The length of certification for a
22 Professional School Counselor Certificate *shall* be five (5) years.

23 (3) **Renewal Requirement.** A Professional School Counselor
24 Certificate may be renewed with the completion of ninety (90) hours of
25 professional counseling related activities within the five (5) year period; a
26 Professional Growth Plan acknowledged by a site administrator; and a
27 satisfactory performance evaluation.

1 (d) **Master School Counselor Certificate.**

2 (1) **Minimum Qualification.** A Master School Counselor
3 Certificate may be issued to an applicant who presents evidence that
4 he or she has completed the following requirements:

5 (A) earned a Master's Degree in School Counseling;

6 (B) seven (7) years satisfactory counseling in K-12
7 setting;

8 (C) two (2) years satisfactory classroom teaching in K-
9 12 settings, *or* seven hundred twenty (720) hours of K-12
10 counseling related classroom teaching/sessions; and

11 (D) fifteen (15) categorical graduate credits beyond the
12 Master's Degree in Counseling and/or related field (i.e.
13 education, psychology, etc.).

14 (2) **Length of Certification.** The length of certification for
15 a Master School Counselor Certificate *shall* be ten (10) years.

16 (3) **Renewal Requirement.** A Master School Counselor
17 Certificate may be renewed upon completion of one hundred twenty
18 (120) hours of professional counseling related activities within the ten
19 (10) year period; a Professional Growth Plan acknowledged by a site
20 administrator; and a satisfactory performance evaluation.

21 **§8113. Extension on Certification.**

22 (a) **Time Extension, General.** The Executive Director may grant
23 a one (1)-time extension of *up to* one (1) year in the time validity of an
24 educator certificate, in accordance with Subsections (b) and (c) of this
25 Section, to provide relief from the strict application of the terms of
26 requirements relating to educator certification renewal. However, the
27 Executive Director *shall not* grant an extension under this policy for the

1 requirements to complete a three (3) semester credit course in Guam history,
2 or Guam Culture, within the first year after the person's certification,
3 pursuant to §5105 of Title 17, Guam Code Annotated. Nor shall the
4 Executive Director grant extensions under this policy that are contrary to any
5 other law. Any individual granted an extension under this Section *shall*
6 complete all the requirements for recertification within the extension period.

7 (b) **Standing Committee on Appeals.** The GCEC *shall* establish a
8 standing committee on appeals for extension of certifications. The GCEC
9 chair *shall* appoint three (3) members to this committee.

10 (c) **Processing of Extension Requests.** All requests for extensions
11 must be submitted in writing to the GCEC Office.

12 (1) If the request is within his purview, the Executive
13 Director will act on it within five (5) working days.

14 (A) If recommended for approval, the Executive
15 Director will report the action to the Standing Committee on
16 Appeals. The approval must be countersigned by the GCEC
17 chair.

18 (B) If denied, the Executive Director will provide a
19 written explanation of the denial to the applicant. The applicant
20 can appeal to the GCEC Standing Committee on Appeals
21 within ten (10) working days of receipt of notice of denial.

22 (2) If it is *not* within the purview of the Executive Director,
23 it will be channeled to the Appeals Committee within five (5) working
24 days. The GCEC Administrator will forward the file (the request, the
25 rejection notice and any other pertinent information) to the Appeals
26 Committee. It will act on it within twenty (20) working days at the
27 Appeals Committee meeting and provide a recommendation to the

1 GCEC at the next regularly scheduled meeting. The Appeals
2 Committee may request to meet with the applicant.

3 (3) The GCEC will act on the recommendation of the
4 Appeals Committee at the next regular meeting following established
5 agenda guidelines:

6 (A) If denied, the educator has ten (10) working days
7 to exercise his/her right to a final reconsideration, by providing
8 additional documentation to the Appeals Committee via the
9 GCEC office.

10 (B) At the next regularly scheduled GCEC meeting,
11 the educator can make a five (5) minute presentation to the
12 GCEC that includes any additional factors that have *not* been
13 presented.

14 (C) If *no* additional documentation is provided, the
15 request for reconsideration is denied.

16 (D) The commission will vote on the final
17 reconsideration. The request for reconsideration *cannot* be
18 further appealed.

19 (d) **Reporting of Requests.** All actions by either the Executive
20 Director or the Appeals Committee on requests for extensions of certificates
21 must be reported at the regular GCEC meetings.

22 (e) **Length of Extensions.** All approved requests will follow the
23 established policies for length of extensions.

24 (f) **Conditions for Extension.** Every effort *shall* be made to make
25 the request within thirty (30) calendar days of the expiration of the
26 certificate date. The time extension provided in Subsection (a) of this
27 Section may be granted to any individual holding an educator certificate, *if*

1 one (1) of the conditions below applies to the certificate holder during the
2 validity period of the certificate:

3 (1) The certificate holder suffered a medical condition
4 which prevented him or her from satisfying the requirements
5 for renewal of his or her certificate, and such individual
6 provides written proof from a licensed physician that he or she
7 suffered such medical condition, including the duration of the
8 medical condition.

9 (B) The certificate holder has been on active duty in
10 the military and provides his or her form DD-214 verifying
11 dates of service preventing him or her from satisfying the
12 requirements for renewal of his or her certificate.

13 (C) Personal or immediate family member medical
14 expenses incurred by the certificate holder which were *not*
15 covered under a plan of health insurance caused financial
16 hardship on the certificate holder, preventing him or her from
17 meeting the financial requirements (i.e. tuition for courses) for
18 certificate renewal. For purposes of this Subsection, the holder
19 *shall* maintain, for review by the Commission, records, receipts
20 or letters from his or her insurance company, health care
21 provider or any other relevant entity indicating such financial
22 hardship.

23 (D) A Commission administrative problem prevented
24 the certificate holder from complying with the requirements for
25 renewal of his or her certificate, and the Executive Director of
26 the Commission determines that the administrative problem is
27 adequate to justify the extension.

1 (E) The certificate holder has been unable to secure
2 employment or experience relevant to a specific employment or
3 experiential requirement for renewal of his or her certificate,
4 and such inability has prevented him or her from satisfying
5 such requirement. For purposes of this Subsection, the holder
6 *shall* maintain a list of schools or school districts contacted,
7 including dates, and a detailed written explanation thereof.

8 (F) The certificate holder, because of extreme hardship
9 *or* other circumstances beyond his or her control was unable to
10 complete the requirements for renewal of certification. For
11 purposes of this Subsection, the Commission may require from
12 the certificate holder evidence of the extreme hardship.

13 **§8114. Fees.**

14 (a) **Disposition of Fees.** Fees collected for the issuance and
15 maintenance of educator certificates *shall* be used to carry out the goals and
16 objectives of the Guam Commission for Educator Certification, to include
17 the daily operations of the Guam Certification Office. Such fees may be
18 expended for, but *not* limited to; the following appropriation classifications:
19 Personnel Services; Operations; Utilities; and Capital Outlay.

20 (b) **Application Fee.** Every application for a certificate hereunder
21 *shall* be accompanied by an application fee. The application fee for review
22 for certification *shall* be equal to the certification fee. If the applicant for
23 initial certification fulfills all the requirements, the certification fee will be
24 reduced by fifty percent (50%). If the applicant needs to complete additional
25 requirements for certification, the application fee will be required upon
26 resubmission of the application. Out-of-state application fees will incur an
27 additional Twenty-Five Dollars (\$25.00) for evaluation. The application fee

1 for renewal of certificates *shall* be equal to the certification fee, with *no*
 2 reduction in the certificate fee. The cost for the certificate will be Five
 3 Dollars (\$5.00) per year regardless of the length of certificate. The
 4 application fee is non-refundable.

5 (c) **Endorsement Fee.** An endorsement of a second content area
 6 may be added to an educator certificate at any time during the term of the
 7 certificate. A temporary endorsement will be added to a certificate with
 8 evidence of six (6) credit hours in the content area and a payment of a Ten
 9 Dollars (\$10.00) fee. To receive a professional endorsement, the applicant
 10 must provide evidence of successful completion of *at least* fifteen (15) credit
 11 hours in the content *or* twenty-four (24) credits in the case of library science.
 12 The professional endorsement fee will be Twenty-Five Dollars (\$25.00) and
 13 will remain with the primary certificate through any renewal, with the
 14 payment of the additional fee.

15 Each certificate prescribed by this Rule *shall* be as follows:

| CERTIFICATE CATEGORY | APPLICATION FEE | INITIAL CERTIFICATE | RENEWAL CERTIFICATE | LENGTH OF CERTIFICATE |
|-------------------------------------|-----------------|---------------------|---------------------|-----------------------|
| Temporary | \$10.00 | \$10.00 | \$10.00 | 2 years |
| Initial Educator | \$15.00 | \$15.00 | NONE | 3 years |
| Professional Educator | \$25.00 | \$25.00 | \$25.00 | 5 years |
| Master Educator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| Temporary <i>Chamorro</i> | \$10.00 | \$10.00 | \$10.00 | 2 years |
| Basic Educator <i>Chamorro</i> | \$10.00 | \$10.00 | \$10.00 | 2 years |
| Initial Educator <i>Chamorro</i> | \$15.00 | \$15.00 | NONE | 3 years |
| Basic Educator Preschool | \$15.00 | \$15.00 | \$15.00 | 3 years |

| | | | | |
|----------------------------------|---------|---------|---------|---------------------------------|
| Temporary CTE | \$10.00 | \$10.00 | \$10.00 | 2 years |
| Basic Educator CTE | \$15.00 | \$15.00 | \$15.00 | 3 years |
| Professional Educator CTE | \$25.00 | \$25.00 | \$25.00 | 5 years |
| Reading Specialist | \$25.00 | \$25.00 | \$25.00 | 5 years |
| Initial Administrator | \$15.00 | \$15.00 | NONE | 3 years |
| Professional Administrator | \$25.00 | \$25.00 | \$25.00 | 5 years |
| Master Administrator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| Temporary Library Endorsement | \$10.00 | \$10.00 | \$10.00 | 2 years |
| Professional Endorsement | \$25.00 | \$25.00 | \$25.00 | Term of Teaching Certificate |
| Temporary Counselor | \$10.00 | \$10.00 | NONE | 2 years |
| Initial Counselor | \$15.00 | \$15.00 | NONE | 3 years |
| Professional Counselor | \$25.00 | \$25.00 | \$25.00 | 5 years |
| Master Counselor | \$50.00 | \$50.00 | \$50.00 | 10 years |
| Replacement | | | \$10.00 | |

1 **§8115. Disciplinary Action.**

2 (a) **Complaints.** Proceedings to suspend or to revoke an
3 individual's certificate may be initiated by any person who may press or
4 prefer charges of immoral or unprofessional conduct, evident unfitness for
5 teaching; evident unsatisfactory performance; persistent defiance of, and
6 refusal to obey laws, these rules and regulations, or the GCEC Educator
7 Code of Ethics.

8 (1) Any and all charges presented against holder of a
9 certificate must be made in writing, and *shall* be filed with the
10 Secretary of the Commission.

1 (2) All charges made *shall* include the following: the name
2 and address of the complainant and the accused, and a statement of
3 the complaint with facts supporting the allegation.

4 (3) Prior to any disciplinary action being taken, the
5 Commission may negotiate a settlement of the charges.

6 **(b) Summons and Complaint.**

7 (1) In the event the Commission determines that a probable
8 cause exists, the Legal Counsel of the Commission *shall* be requested
9 to prepare a summons and complaint.

10 (2) The summons and complaint *shall* be personally served
11 or mailed to the last known address of the individual holding a
12 certificate *at least* thirty (30) calendar days before the date fixed for
13 hearing. If mailed, a return receipt *shall* be requested.

14 (3) The summons and complaint *shall* show the time, place
15 and nature of the hearing, a statement of legal authority and
16 jurisdiction under which the hearing is to be held, reference to the
17 particular section of statutes and/or rules involved, and a short and
18 plain statement of the matters asserted. The notice of the summons
19 and complaint *shall* indicate that at any hearing the accused individual
20 registrant or firm holding a certificate *shall* have the right to appear in
21 person or be represented by counsel, or both, to cross-examine
22 witnesses in his or her or its defense and to produce evidence and
23 witnesses of his or her or its defense. If the accused person fails or
24 refuses to appear, the Commission may proceed to hear and determine
25 the validity of the charges. The notice *shall* be in substantial
26 compliance with the requirements of the laws of Guam.

1 (c) **Evidentiary Matters.** The Commission *shall* follow the
2 Administrative Adjudication Act on this matter.

3 (d) **Conduct of Hearing.** The Commission *shall* follow the
4 Administrative Adjudication Act wherein the Legal Counsel *shall* hear the
5 case and make recommendations to the Commission.

6 (e) **Decision of the Commission.** The Commission *shall* issue a
7 decision within thirty (30) calendar days of receipt of recommendation from
8 Legal Counsel

9 (f) **Discipline.** Upon order by the Commission in which the
10 accused is found guilty of the charges, the Commission may issue a
11 reprimand, suspend, or refuse to renew the individual's certificate; or revoke
12 certification immediately. At its discretion, the Commission may stay,
13 permanently or temporarily, the execution of its order conditioned on any
14 provision that the Commission believes appropriate under the circumstances
15 for the case.

16 **§8116. Code of Ethics.**

17 (a) **Educators.**

18 **PRINCIPLE I: Commitment to the Students.** The educator
19 strives to help each student realize his or her potential as a worthy and
20 effective member of society. The educator therefore works to
21 stimulate the spirit of inquiry, the acquisition of knowledge and
22 understanding, and the thoughtful formulation of worthy goals. In
23 fulfillment of the obligation to the students, the educator:

24 (1) *Shall* treat all students with respect and dignity.

25 (2) *Shall* provide students with opportunities for expansion
26 of ideas and support their varying perspectives.

1 (3) *Shall* make reasonable effort to protect students from
2 conditions harmful to learning, or to health and safety.

3 (4) *Shall* maintain a professional relationship with students.

4 (5) *Shall* maintain confidentiality of students obtained in the
5 course of professional service, *unless* disclosure serves a compelling
6 professional purpose or is required by law.

7 (6) *Shall not* deliberately suppress or distort subject matter
8 relevant to students' progress.

9 (7) *Shall not* intentionally expose students to embarrassment
10 or disparagement.

11 (8) *Shall not* on the basis of race, color, creed, sex, national
12 origin, marital status, political or religious beliefs, family, social or
13 cultural background, or sexual orientation, unfairly:

14 (A) exclude any student from participation in any program;

15 (B) deny benefits to any student; or

16 (C) grant any advantage to any student.

17 **PRINCIPLE II: Commitment to the Profession.** The education
18 profession is vested by the public with a trust and responsibility requiring
19 the highest ideals of professional service. In the belief that the quality of the
20 services of the education profession directly influences the nation and its
21 citizens, the educator *shall* exert every effort to raise professional standards;
22 to promote a climate that encourages the exercise of professional judgment;
23 to achieve conditions that attract persons worthy of the trust to careers in
24 education; and to assist in preventing the practice of the profession by
25 unqualified persons. In fulfillment of the obligation to the profession, the
26 educator:

1 (1) *Shall* act with integrity and treat all colleagues with
2 respect and dignity.

3 (2) *Shall* maintain the positive and professional image of
4 educators in the community.

5 (3) *Shall* maintain confidentiality of colleagues obtained in
6 the course of professional service, *unless* disclosure serves a
7 compelling professional purpose or is required by law.

8 (4) *Shall not* knowingly make false or malicious statements
9 about a colleague.

10 (5) *Shall not*, in an application for a professional position,
11 deliberately make false statements or fail to disclose a material fact
12 related to competency and qualification.

13 (6) *Shall not* misrepresent his/her professional qualifications.

14 (7) *Shall not* assist any entry into the profession of a person
15 known to be unqualified in respect to character, education, or other
16 relevant attribute.

17 (8) *Shall not* knowingly make a false statement concerning
18 the qualifications of a candidate for a professional position.

19 (9) *Shall not* accept any gratuity, gift, or favor that might
20 impair or appear to influence professional decisions or action.

21 (b) **Sanctions.** A major violation of any of these principles *shall*
22 subject the individual to revocation or suspension of the individual
23 educator's certificate, or other sanctions as stipulated by law or GCEC rule.

24 (c) **Commissioners Code of Ethics.**

25 The Guam Commission for Educator Certification is responsible for
26 ensuring the public that educators working in Guam's schools meet high
27 standards. Therefore, the Commissioners confirm their commitment to this

1 goal through high standards of behavior, recognizing the responsibility they
2 hold to the future of the island. The Code of Ethics is the guideline for the
3 behavior of standards of the Commissioners.

4 (1) Commission members *shall* maintain the integrity of
5 their position as representatives of the Guam Commission for
6 Educator Certification.

7 (2) Commission members will make every effort to be
8 prepared, punctual, in attendance at and participate in every
9 Commission meeting.

10 (3) Commission members who are representing agencies will
11 ensure that a representative will be designated to attend meetings; in
12 addition, the choice of designee will be consistent to maintain
13 continuity.

14 (4) Commission members will encourage the free expression
15 of opinion by all Commission and committee members, and staff,
16 while maintaining the confidentiality of personnel issues discussed in
17 committee, *or* as a Commission.

18 (5) Commission members *shall* conduct meetings in an
19 orderly manner, follow rules of order, and through their demeanor and
20 words, maintain the dignity of all Commission members. In addition,
21 any Commission member *shall* act as a spokesperson for the
22 Commission when specifically authorized to do so.

23 (6) Commission members *shall* work together with a sense
24 of collegiality and cooperation, both in their meetings as a whole, and
25 in subcommittees.

26 (7) Commission members will *not* use their position on the
27 Guam Commission for Educator Certification for personal

1 advancement or the advancement of those known to them.

2 (8) Commission members will maintain a spirit of
3 cooperation and keep open lines of communication with the Executive
4 Director and other personnel of the Guam Commission for Educator
5 Certification; with the Guam school system, both public and private;
6 and with the community at-large.

7 (9) Commission members will keep up-to-date on issues
8 dealing with educator certification, staff development, and current
9 educational research, in order to render decisions based on a review of
10 all aspects of the issues, including a balanced consideration of state
11 and local influences.

12 (10) Commission members will accept and abide by the Guam
13 laws that impact the legal and fiscal responsibilities of the Guam
14 Commission for Educator Certification.

15 **§8117. Reinstatement of Certification After Suspension.**

16 (a) **Petition for Reinstatement.** Upon petition of an individual
17 formerly holding a certificate, which has since been suspended, the
18 Commission may reissue a certificate, *provided* that a majority of the
19 members of the Commission vote in favor of such reissuance.

20 (b) **Commission Action.** The Commission, for reasons it may
21 deem sufficient, may reissue a certificate to any person whose certificate has
22 been suspended. Such reissuance *shall not* supersede prior Commission
23 decisions and recommendations as to any penalty, etc., taken for disciplinary
24 action.

25 (c) **Conflict and Bias.**

26 (1) A Commission Member *shall* be excused and *shall not*
27 vote in any action, disciplinary or otherwise, *if* the Commission

1 Member may be biased for or against a Respondent, *or* there may
2 exist a potential conflict of interest. If a potential conflict of interest
3 or bias exists, such determination *shall* be made by a majority vote of
4 the remaining Commission members.

5 (2) *If* a Commission member has a potential conflict, that
6 Commission member is obligated to disclose such a potential conflict.

7 **§8118. Severability.** *If* any of the Rules and Regulations, or any
8 part thereof, of the Commission promulgated under the provisions of the
9 rule-making authority for government of Guam agencies are found by the
10 courts to be invalid for any reason, the remainder *shall* continue in full force
11 and effect. Each Rule and/or any portion thereof *shall* be severable.

12 **§8119. Adoption and Amendment of Rules.**

13 (a) **Adoption of Rules.** Rules or regulations are adopted by this
14 Commission under the provisions of Chapter 27, 17GCA (Public Law 29-
15 73) governing the practice of professional educators in K-12 which may be
16 reasonably necessary for the proper performance of its duties and the
17 regulations of the proceedings before it. They must *not* be inconsistent with
18 the U.S. Constitution, the Organic Act or the laws of Guam and *shall* be in
19 compliance with the Administrative Adjudication Act.

20 (b) **Petition for Rule-Making.** Any person wishing to submit a
21 petition requesting the adoption, amendment or repeal of a rule or regulation
22 by the Commission *shall* address a petition to the Executive Director. The
23 container of the petition *shall* clearly bear the notation: RULE-MAKING
24 PETITION RE: and then the subject area. The petition must contain the
25 following information:

26 (1) an indication of the subject area to which the petition is
27 directed;

- 1 (2) either a draft of the proposed rule, or a summary of its
- 2 contents;
- 3 (3) reasons for proposal;
- 4 (4) effect on existing rules or orders;
- 5 (5) any data supporting the proposal;
- 6 (6) effect of the proposed rule on existing practices in the
- 7 area involved, including cost factors;
- 8 (7) names or a description of those most likely to be affected
- 9 by the proposed rule; and
- 10 (8) name and address of petitioner.

11 (c) **Timelines.** The Executive Director *shall* transmit the petition
12 to the Commission within ten (10) working days after receiving the petition.
13 The Commission *shall* make a decision on whether to grant or deny the
14 petition within fifty (50) calendar days. This Section *shall* be carried out in
15 accordance with §9307 of Chapter 9, Title 5, Guam Code Annotated.”

16 **Section 3. Effective Date.** This Act *shall* become effective upon its
17 enactment into law.

6

I MINA' TRENTAI UNU NA LIHESLATURAN GUAHAN

2011 (FIRST) Regular Session

Date: 5/2/11

VOTING SHEET

Bill No. SB103 117

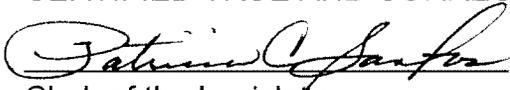
Resolution No. _____

Question: _____

| <u>NAME</u> | <u>YEAS</u> | <u>NAYS</u> | <u>NOT VOTING/ ABSTAINED</u> | <u>OUT DURING ROLL CALL</u> | <u>ABSENT</u> |
|-----------------------------------|-------------|-------------|----------------------------------|---------------------------------|---------------|
| ADA, Thomas C. | ✓ | | | | |
| ADA, V. Anthony | ✓ | | | | |
| BLAS, Frank F., Jr. | ✓ | | | | |
| CRUZ, Benjamin J. F. | ✓ | | | | |
| DUENAS, Christopher M. | ✓ | | | | EA |
| GUTHERTZ, Judith Paulette | | | | | EA |
| MABINI, Sam | ✓ | | | | |
| MUNA-BARNES, Tina Rose | ✓ | | | | |
| PALACIOS, Adolpho Borja, Sr. | ✓ | | | | |
| PANGELINAN, vicente (ben) cabrera | ✓ | | | | |
| RESPICIO, Rory J. | ✓ | | | | |
| RODRIGUEZ, Dennis G., Jr. | ✓ | | | | |
| SILVA TAIJERON, Mana | | | | | EA |
| WON PAT, Judith T. | ✓ | | | | |
| YAMASHITA, Aline A. | ✓ | | | | |

TOTAL 13 _____ _____ _____ 2

CERTIFIED TRUE AND CORRECT:


Clerk of the Legislature

* 3 Passes = No vote
EA = Excused Absence



**OFFICE OF THE SPEAKER
JUDITH T. WON PAT, Ed.D.**

CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

2011
APR 28
11:14
117-31

VICE CHAIR

COMMITTEE ON TOURISM,
MUNICIPAL AFFAIRS,
HOUSING AND
RECREATION

COMMITTEE ON
TAXATION,
APPROPRIATIONS, PUBLIC
DEBT, BANKING,
INSURANCE, RETIREMENT
AND LAND

COMMISSIONER

GUAM COMMISSION ON
DECOLONIZATION

GUAM FIRST
COMMISSION

VICE PRESIDENT

ASSOCIATION OF
PACIFIC ISLAND
LEGISLATURES
(APIL)

BOARD MEMBER

PACIFIC RESOURCES FOR
EDUCATION
AND LEARNING
(PREL)

**LEGISLATIVE
REPRESENTATIVE**

PACIFIC ISLAND
DEVELOPMENT BANK
(PIDB)

FESTIVAL OF THE
PACIFIC ARTS
(FESTPAC)

April 28, 2011

The Honorable Rory J. Respicio
Chairperson, Committee on Rules
I Mina' Trentai Unu Na Liheslaturan Guahan
155 Hesler Place
Hagatna, Guam 96910

RE: Committee Report on Substitute Bill No. 117-31 (COR)

Dear Chairman Respicio:

Transmitted herewith is the Committee Report on Substitute Bill No. 117-31 (COR) – “An act to approve the proposed rules and regulations of the Guam Commission for Educator Certification” sponsored by Speaker Judith T. Won Pat, Ed.D. and referred to the Committee on Education and Public Libraries.

Committee votes are as follows:

- 6 TO DO PASS
- 0 TO NOT PASS
- 1 TO REPORT OUT ONLY
- 0 TO ABSTAIN
- 0 TO PLACE IN INACTIVE FILE

Copies of the Committee Report and other pertinent documents are attached. Thank you and Si Yu'os ma'ase.

Judith T. Won Pat, Ed.D.
Chairperson
Committee on Education

attachments



**OFFICE OF THE SPEAKER
JUDITH T. WON PAT, Ed.D.**

CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

VICE CHAIR

COMMITTEE ON TOURISM,
MUNICIPAL AFFAIRS,
HOUSING AND
RECREATION

COMMITTEE ON
TAXATION,
APPROPRIATIONS, PUBLIC
DEBT, BANKING,
INSURANCE, RETIREMENT
AND LAND

COMMITTEE REPORT

ON

COMMISSIONER

GUAM COMMISSION ON
DECOLONIZATION

GUAM FIRST
COMMISSION

SUBSTITUTE BILL NO. 117-31 (COR)

**AN ACT TO APPROVE THE PROPOSED RULES AND
REGULATIONS OF THE GUAM COMMISSION FOR EDUCATOR
CERTIFICATION**

VICE PRESIDENT

ASSOCIATION OF
PACIFIC ISLAND
LEGISLATURES
(APIL)

BOARD MEMBER

PACIFIC RESOURCES FOR
EDUCATION
AND LEARNING
(PREL)

**LEGISLATIVE
REPRESENTATIVE**

PACIFIC ISLAND
DEVELOPMENT BANK
(PIDB)

FESTIVAL OF THE
PACIFIC ARTS
(FESTPAC)



OFFICE OF THE SPEAKER
JUDITH T. WON PAT, Ed.D.

CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

VICE CHAIR

COMMITTEE ON TOURISM,
MUNICIPAL AFFAIRS,
HOUSING AND
RECREATION

April 27, 2011

COMMITTEE ON
TAXATION,
APPROPRIATIONS, PUBLIC
DEBT, BANKING,
INSURANCE, RETIREMENT
AND LAND

MEMORANDUM

COMMISSIONER

GUAM COMMISSION ON
DECOLONIZATION

To: ALL MEMBERS
Committee on Education and Public Libraries

From: Speaker Judith T. Won Pat, Ed.D. 
Committee Chairperson

GUAM FIRST
COMMISSION

Subject: Committee report on Substitute Bill No. 117-31 (COR)

VICE PRESIDENT

ASSOCIATION OF
PACIFIC ISLAND
LEGISLATURES
(APIL)

Transmitted herewith for your consideration is the Committee Report on Substitute Bill No. 117-31 (COR) – “AN ACT TO APPROVE THE PROPOSED RULES AND REGULATIONS OF THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION.,” sponsored by Speaker Judith T. Won Pat, Ed.D.

BOARD MEMBER

This report includes the following:

Committee Voting Sheet
Committee Report Digest
Copy of Bill No. 117-31 (COR)
Substitute Bill No. 117-31 (COR)
Written Testimonies
Public Hearing Sign-in Sheet
Fiscal Note
Copy of COR Referral of Bill No. 117-31 (COR)
Notices of Public Hearing
Copy of Public Hearing Agenda

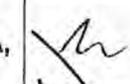
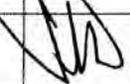
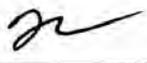
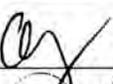
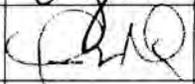
Please take the appropriate action on the attached voting sheet. Your attention to this matter is greatly appreciated. Should you have any questions or concerns, please do not hesitate to contact me.

Si Yu'os ma'ase!

attachments

COMMITTEE VOTING SHEET
COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

Substitute Bill No. 117-31 (COR) – “AN ACT TO APPROVE THE PROPOSED RULES AND REGULATIONS OF THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION.,” sponsored by Speaker Judith T. Won Pat, Ed.D.

| | SIGNATURE | TO PASS | NOT TO PASS | TO REPORT OUT ONLY | ABSTAIN DUE TO POTENTIAL CONFLICT | TO PLACE IN INACTIVE FILE |
|--|---|--------------|-------------|---|-----------------------------------|---------------------------|
| Judith T. Won Pat, Ed.D. Chairperson |  | ✓ 4/28/11 | | | | |
| Judith P. Guthertz, DPA, Vice Chairperson |  | 4/28/11 | | ✓ | | |
| Tina R. Muna-Barnes Vice Chairperson |  | 4/28/11 | | | | |
| Vicente C. Pangelinan Vice Chairperson | | | | | | |
| Thomas C. Ada |  | 4/28/11 | | | | |
| Frank F. Blas, Jr. | | | | | | |
| Aline A. Yamashita, Ph.D. |  | 4/28/11 | | | | |
| V. Anthony Ada |  | 4/28/11 | | | | |
| Sam Mabini, Ph.D. |  | 4/28/11 | |  | | |



OFFICE OF THE SPEAKER
JUDITH T. WON PAT, Ed.D.

CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

COMMITTEE REPORT DIGEST

1. OVERVIEW

The Committee on Education and Public Libraries convened a public hearing on April 11 at 4:00 p.m. in *Lihselatura's* Public Hearing Room. Among the items on the agenda was the consideration of Bill No. 117-31 (COR) "An act to approve the proposed rules and regulations of the Guam Commission for Educator Certification" sponsored by Speaker Judith T. Won Pat, Ed.D.

Public Notice Requirements

Notices were disseminated via fax and email to all senators and all main media broadcasting outlets on April 1, 2011 (5-Day Notice), and again on April 8, 2011 (48-Hour Notice).

Senators Present

| | |
|----------------------------------|--|
| Speaker Judith T. Won Pat, Ed.D. | Committee, Chairperson |
| Senator v.c. pangelinan | Committee, Vice Chairperson, Department of Education |
| Senator V. Anthony Ada | Committee, Minority member |
| Senator Sam Mabini, Ph.D. | Committee, Minority member |

II SUMMARY OF TESTIMONY & DISCUSSION

Committee Chairperson Speaker Judith T. Won Pat, Ed.D. called the public hearing to order at 4:00 p.m. and announced the afternoon's agenda.

Panel Number 1

- **Ms. Abaday** the former Chairperson of the Guam Commission for Educator Commission testified in support of Bill No. 117-31 (COR) on behalf of the Commission. Written testimony is attached. After reading her written testimony, Ms. Abaday addressed the issues dealing with the Chamorro language and culture teachers. She recognized the specific natures of the Chamorro language instruction and the special skills that come along with those teachers. She explained the requirements needed to obtain the temporary, basic and initial certificates for Chamorro language teachers. She stressed that Initial Chamorro language teachers do not have to take the Praxis compared to the initial non-Chamorro language teachers who are required to take the Praxis

Panel number 2

- **Mr. Joseph Artero Cameron**, President, Department of Chamorro Affairs testified in support of the legislation with minor changes that encourages the perpetuating the Chamorro language and culture. Written testimony is attached.

- **Speaker Won Pat, Ed.D.** asked Mr. Cameron based on his testimony if teachers from other areas can be recruited to become Chamorro teachers with the passage of the legislation. .

- **Mr. Joseph Artero Cameron** replied yes it is possible to recruit teachers who are proficient in reading and writing in Chamorro to change their area of teaching to teach Chamorro.

- **Speaker Won Pat, Ed.D.** asked Ms. Abaday to address the question.

- **Ms. Roberta Abaday** replied that Professional endorsements addresses that issue. She stated that educators wishing to certify in multiple content areas or to add an additional area, are able to apply for an endorsement on their existing certificate and it would require successful completion of fifteen (15) credit hours in the field.

- **Speaker Won Pat, Ed.D.** stated that Dr. Underwood from the University of Guam testified on several legislation promoting the Chamorro language in our Public Schools. He stressed that we will be losing teachers because of retirement or they are just tired not being treated fairly, so we need to recruit those that are proficient Chamorro language speakers. The Speaker posed a question to the panel how do we recruit and retain those that are proficient and don't have the 30 college hours to meet the requirements of the temporary certificate.

- **Asuncion Guerrero** agreed that teachers from other areas can receive add content areas. She gave an example of an elementary teacher that has a BA degree in early childhood and this teacher has taken more than what is required to obtain an initial Chamorro certificate or maybe professional and endorsement in Chamorro language and culture.

- **Speaker Won Pat, Ed.D.** stated that DOE claims that a large number of Chamorro teacher are planning to retire or quit in the near future. Speaker asked how do we recruit.

- **Asuncion Guerrero** replied that Dr John Sanchez is working on the highly qualified teachers and he included in that ad the Chamorro language and culture teachers and that they would have to take whatever courses Dr. John has laid out in his curriculum and take the proficiency test and by December the way he has it lined up will be able to teach.

Speaker Won Pat, Ed.D. asked would the teachers be able to get 30 semesters hours.

Asuncion Guerrero replied that whatever number of credit hours they have.

Vice Chairperson v.c. pangelinan asked is it so hard to find people that can speak, read and write in Chamorro.

Ms. Rufina Mendiola a Chamorro language teacher at DOE testified in support of the bill and testified that this is a long awaited decision and a great day for us to give back our native tongue. She stated that the legislation helps to protect our Chamorro language and culture teachers and it encourages people that can speak, read and write in Chamorro to become Chamorro teachers.

Speaker Won Pat, Ed.D. commented whatever activities outside the classroom may be beyond and what can be use for their certification

Mr. Ronald Laguana, Administrator for Chamorro Studies at the Department of Education testified in support of the legislation. Written testimony is attached

Panel Number 3

- **Ms. Rose Mafnas** a Chamorro teacher at Department of Education asked for assistance to help the Chamorro teachers and commended her fellow Chamorro teachers for guiding her. She mentioned that she received a letter that another 14 percent may be taken away and asked what's going on?

- **Vice Chairperson Pangelinan** asked why that 14 percent would be taken away from someone with a degree and certification.

- **Ms. Antoinette Santos** replied that letters were sent out informing individuals explaining tht their certification would expire. She said if this bill passes that they may consider the endorsement for Chamorro language and culture for those with their degree.

Panel Number 4

- **Ms. Severina Ogo** testified in support of the bill and if given the opportunity she would like to teach Chamorro.

- **Ms Therese Taitano** testified in support of the bill and would like to see Chamorro language and culture teachers be treated fairly.

- **Ceferino Sucaldito** stated that he had the opportunity to teach Chamorro and he enjoyed it. He support the intent of bill, because it would help encourage many teachers to stay on teaching Chamorro.

- **Mr. Richard Pablo** testified in support of the bill and he mentioned that DOE personnel and the certification office need to work together to assist Chamorro language and culture teachers with their certification. The Chamorro language and culture is a good program.

- **Ms. Trini Torres** testified in supports of the bill and she mentioned that credits should be given to those that can speak, read and write in Chamorro. She also that Chamorro language and culture teachers need to be respected.

- **Speaker Won Pat, Ed.D.** ended the public hearing.

III. FINDINGS AND RECOMMENDATIONS

The Committee on Education and Public Libraries, hereby reports out Substitute Bill No. 117-31 (COR) with the recommendation **TO PASS.**

IMINA' TRENTI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

2011 FEB 21 11 31 AM
FAC

Bill No 117-31 (cov)
Introduced by:

Judith T. Won Pat, Ed.D. 

**AN ACT TO APPROVE THE PROPOSED RULES
AND REGULATIONS OF THE GUAM COMMISSION
FOR EDUCATOR CERTIFICATION.**

BE IT ENACTED BY THE PEOPLE OF GUAM:

1
2 **Section 1. Approval of Administrative Rules and Regulations.** The
3 Administrative Rules and Regulations submitted by the Guam Commission for
4 Educator Certification on February 18, 2011 in conformance to the provisions of
5 Public Law 29-73 are hereby approved.

KUMISION SETTEFIKASION PARA I MANMANIDUKA GUAM COMMISSION FOR EDUCATOR CERTIFICATION

UOG STATION-SOE MANGILAO, GU 96923

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SECRETARY

VACANT

MEMORANDUM

31-11-218

2/11/11
3:57 PM

2011 FEB 21 AM 7:57

TO: Senator Judith Won Pat
Speaker

FROM: Roberta M. Abaday
Chairperson, GCEC

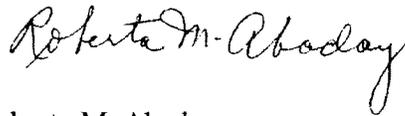
RE: GCEC Proposed Rules and Regulations

Enclosed are the proposed Rules and Regulations for the Guam Commission for Educator Certification.

The Guam Commission for Educator Certification has followed the adjudication process. The proposed rules and regulations have been carefully reviewed by the commission members and advisory committees before changes were made. It has been available on the GCEC website and at the GCEC office for review. A public hearing was held on December 22, 2010 as required by law and a copy of the transcript is available.

The Commission has worked diligently over the last year to compile and revise all the rules dealing with certification. It is our hope to continue our work with the rules for ethics.

Thank you for your continued support of our efforts in the certification of our island educators.



Roberta M. Abaday
Chairperson, GCEC

**Proposed Rules and Regulations of the
Guam Commission for Educator
Certification – 2010**

This preliminary document is submitted for consideration of adoption by the Guam Commission for Educator Certification for purposes of Public Law 29-73 and in accordance with the Administrative Adjudication Law.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

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Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

GCEC Rule 100. Introduction

(a) **Purpose.** The purpose of adopting rules of procedure is to ensure the proper performance of the duties of the Guam Commission for Educator Certification (hereinafter known as the Commission or GCEC) by the regulation of procedures, meetings, records, and conduct thereof.

(b) **Requirements for Adoption.** The adopted rules of procedure must be consistent with the Organic Act and Laws of Guam. The rules must be promulgated and approved by the Commission and they must be adopted in accordance with the Administrative Adjudication Law.

(c) **Authority of Rules.** Rules of procedure adopted by the Commission shall be binding upon persons issued certificates under Public Law 29-73.

GCEC Rule 101. Definitions

(a) The following definitions and terms, when used in these rules and regulations shall have the following meanings unless the context clearly indicates otherwise:

(1) **“Accredited Institution”** means a United States regionally accredited college or university or a foreign equivalent.

(2) **“Acceptable Grades for Credit”** means grades in courses to earn acceptable credit must be passing grades in accordance with the institution where the courses were taken.

(3) **“GPA”** refers to the acceptable Grade Point Average.

(4) **“Administrator”** means an educator whose primary duties involve: (i) program development or (ii) supervision or internal management of a school, school program, or school system.

(5) **“Approved Program”** means a program for preparation of professional educators, which is offered through an accredited institution and has been approved by the commission for professional educator certification in which the program is provided and includes a supervised student teaching/internship field experience.

(6) **“CACREP”** (Council for Accreditation of Counseling and Related Education Programs) is an accrediting body for counseling and related programs.

Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

- (7) **“Certification”** is a license qualifying the recipient to practice as a professional educator on Guam.
- (8) **“Clock Hours”** means actual time spent in professional development.
- (9) **“Commission”** means the Guam Commission on Educator Certification as established under Public Law 29-73.
- (10) **“Course”** means an instructional unit that has 1 or more academic credits.
- (11) **“Continuing Education Unit”** is a non-credit unit used by regionally accredited post-secondary institutions that are members of the International Association for Continuing Education and Training (IACET). Ten (10) contact hours is equivalent to 1 CEU. The CEU credit cannot be used for degree credit requirements. For re-certification purposes, 3 CEU credits will equal to 1 semester credit.
- (12) **“Credential”** refers to the documents that constitute evidence of training, licensure, experience, and expertise of a practitioner.
- (13) **“Educator”** is a teacher, administrator, or support professional required by the Commission to hold a certificate.
- (14) **“Endorsement”** is a recognition of qualifications in a specialized field as indicated on the certificate.
- (15) **“Evaluation”** indicates the most recent professional evaluation supplied by a supervisor.
- (16) **“Executive Director”** refers to the Executive Director of the Office of the Guam Commission for Educator Certification, pursuant to Public Law 29-73.
- (17) **“Guam Certification Office”** means the administrative office of the Guam Commission for Educator Certification, pursuant to Public Law 29-73.
- (18) **“IRA”** means the International Reading Association.
- (19) **“Mentorship”** refers to a program that provides peer guidance to new educator or administrator and is approved by Guam Department of Education or an accredited institution.

Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

(20) “**NCATE**” is the National Council for Accreditation of Teacher Education. It is one of the U.S. accrediting bodies for teacher education colleges and institutions.

(21) “**NASDTEC Interstate Agreement**” means the contract sponsored by the National Association of State Directors of Teacher Education and Certification (NASDTEC) concerning reciprocal licensing of educational personnel among participating jurisdictions.

(22) “**Praxis I**” means the pre-professional skills test that measures basic academic skills in reading, writing, and mathematics from Educational Testing Service.

(23) “**Praxis II**” means a subject assessment from Educational Testing Service of knowledge in a specialty or content area.

(24) “**Praxis II PLT**” means an assessment of pedagogy (Principles of Learning and Teaching) from Educational Testing Service.

(25) “**Professional Activities**” refer to a variety of activities which meet a goal for educator improvement and professional growth, and may include college and university credits, attending or presenting workshops, seminars, conferences, action research, curriculum development, work experience, district or school committee work, advisorships, mentoring, presentations at conferences, publications, or work on special projects.

(26) “**Professional Growth Plan**” (PGP) is the component of the evaluation program completed by the educator and approved by the site administrator. It is based on the educator performance standards, and professional activities and/or courses to fulfill the identified standards in the candidate’s school/district. The Guam PGP information can be located at the websites for GCEC and the Guam Department of Education.

(27) “**Year of Experience**” refers to acceptable determination for teacher or administrator length of service as per respective employment agreement.

GCEC Rule 102. Organization and Function of the Commission

(a) **Composition and Function of the Commission.** The composition, duties, functions, powers and responsibilities of the Guam Commission for Educator Certification (the "Commission") shall generally be as provided and authorized in 17 GCA Chapter 27.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(b) Ex-Officio Members. The ex-officio members of the Commission shall be those identified in 17 GCA § 27003. Ex-officio members shall not vote in the proceedings of the Commission, but may introduce and discuss motions in public meetings of the Commission.

(c) Officers of the Commission. The officers of the Commission, elected by the voting members, shall be a Chairperson, Vice-Chairperson, and a Treasurer. The Executive Director shall serve as the Executive Secretary in accordance with 17 GCA §27019. Each officer shall have duties, functions, powers and responsibilities:

- (1) As prescribed for such office by law;
- (2) Which by general consent and parliamentary custom pertain to such office, consistent with the law; and
- (3) As are consistent with the foregoing and which, in addition, the Commission may prescribe.

(d) Election and Term of the Chairperson of the Commission. The Chairperson shall be that person so designated as the presiding officer for a term of (2) two years, in accordance with Title 17 GCA §27005. The Chairperson shall be elected from among the voting members of the Commission.

(e) Election and Term of Other Officers of the Commission. The Vice-Chairperson and the Treasurer shall be elected and shall serve a term in the same manner as the Chairperson.

(f) Executive Secretary. The Executive Director shall serve as the Executive Secretary of the Office Commission, appointed by the Commission in accordance with 17 GCA §27018 and 27019.

(g) Duties of the Chairperson of the Commission. The duties of the Chairperson shall be to call and preside at all meetings of the Commission; to call special meetings of the Commission; to serve ex-officio as a member of all standing, designated or advisory committees of the Commission; to appoint committees and to take such other action as is consistent with these rules or the laws. The Chairperson is entitled to vote on all matters before the Commission.

(h) Duties of the Vice-Chairperson of the Commission. The duty of the Vice Chairperson shall be to perform the duties of the Chairperson at his or her request or in case of his or her absence or incapacity.

(i) Duties of the Treasurer of the Commission. The duties of the Treasurer shall be to report to the Commission on the finances of the Commission at each regular meeting of the Commission; to present an annual budget to the Commission for approval; and to perform the duties of the Chairperson in case of the absence of both the Chairperson and the Vice Chairperson.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(j) Duties of the Executive Secretary of the Commission. The Executive Secretary of the Commission shall serve *ex-officio* as a member of the Commission and have the following duties: to give notice of all regular and special meetings of the Commission and to compile and distribute the agenda for each such meeting with the notice thereof; to record the proceedings of the Commission in a book or books to be kept therefore; to preserve all documents, papers and records determined by the Commission to be a part of its official records; to conduct correspondence as directed by the Commission and to certify official documents and proceedings; and to carry out all statutory responsibilities.

(k) Executive Secretary Designees. The Executive Secretary, with the written approval of the Chairperson, may designate an employee of the Commission to carry out the duties set forth in GCEC Rule 102(j) under the direction of the Executive Secretary. During the absence or incapacity of the Executive Secretary, the duties of Executive Secretary shall be performed by such designee and, in the absence of such designee, by such other person as may be designated by the Chairperson.

(l) Removal of Officers and Committee Chairpersons. Four (4) affirmative votes of the Commission's membership shall be required for the removal of the Chairperson, the Vice Chairperson, the Treasurer or any Committee Chairperson.

(m) Committees of the Commission

(1) Practice of the Commission. The Commission shall act upon matters considered, and upon recommendations made, by designated committees of the Commission, but any member may present matters to the Commission for consideration without prior reference to a committee.

i. The Chairperson may appoint such committees of the Commission as may be deemed necessary, provided that each such committee shall be automatically discharged on completion of its assignment or otherwise as the Chairperson may designate.

ii. The Chairperson shall be a member *ex-officio* of each committee. Any member of the Commission may attend any meeting of any committee of the Commission.

iii. Temporary work assignments of a functional or project nature may be made by the Chairperson of the Commission to individual members of the Commission, each such assignment to terminate automatically upon the report to, and final action by the Commission on such project.

iv. Notice of all committee meetings shall be given to all members of the Commission. Such notice shall be no less than the minimum possible notice under the Open Government Law.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(n) Meetings of the Commission

(1) **Requirements for Public Notice.** All meetings of the Commission, shall be publicly noticed in accordance with Title 5, GCA, Chapter 8, otherwise known as the Open Government Law.

(2) **Regular Meetings.** The regular meetings of the Commission shall be held at least quarterly, as mandated by law. All regular meetings shall be held on Guam.

(3) **Notice to Commission Members of Meetings.** Written notice of each regular meeting of the Commission shall be given to each member at least ten (10) days prior to the date fixed for the meeting, which notice shall state the time and place of the meeting and, in the case of special meetings, the purpose for which it has been called.

(4) **Agenda of Regular Meetings.** A written agenda of matters to be considered at each regular meeting shall be determined by the Chairperson, attested by the Executive Secretary, and given to each Commission member no less than ten (10) days prior to the date fixed for a regular meeting. Items to be included in the agenda for the regular meeting shall be submitted to the Chairperson by:

- i. committees of the Commission relating to their reports;
- ii. any Commission member, given to the Chairperson twelve (12) days prior to the date of the regular meeting at which consideration is desired and containing a title and/or description of the agenda items.
- iii. The Commission Chairperson will provide, on a timely basis, to other Commission members reason for removing an agenda item after it has been posted, in accordance to 17 GCA §27013.

(5) **Special Meetings.** Special meetings of the Commission may be held at any time and at any place on Guam. Special meetings may be called by the Chairperson or by a majority of the members then serving on the Commission by a written notice to the Executive Secretary in which the time, place and purpose of the meeting are set forth.

(6) **Quorum.** A quorum shall consist of four (4) voting members. Actions of the Commission shall be carried by a vote of not less than four (4) voting members, in accordance with 17 GCA §27013.

(7) **Rules of Order.** Unless otherwise specified in these rules, all meetings of the Commission shall be conducted in accordance with Robert's Rules of Order Revised.

(8) **Action at Commission Meetings.** Except in an emergency, the Commission shall take action on a matter of policy only when the matter has been discussed by the Commission at a previous meeting. This provision may be waived by a

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

unanimous vote of the members present. For purposes of this Rule, an emergency shall first be declared by a vote of five (5) members.

(9) **Public Participation Policy.** It is the policy of the Commission to encourage and permit public comment on matters within the Commission's jurisdiction.

i. **General Public Comment.** The Commission shall include general public comment as an agenda item at each regular meeting of the Commission.

ii. **Comment, Not Debate.** During public comment, speakers shall address their remarks to the Commission as a whole and not to individual Commission members, Commission personnel, or the audience.

iii. **Recording Commission Proceedings.** Members of the public may record Commission meetings while not under executive session with an audio or video recorder or still or motion picture camera.

(o) **Compensation and Expenses.** A Commission member shall receive compensation for serving on the Commission in the amount of Fifty Dollars (\$50) for each Commission meeting attended. A member is entitled to reimbursement for actual and necessary expenses incurred in performing functions as a member of the Commission, subject to any applicable limitation on reimbursement provided by the General Appropriations Act.

(p) **Executive Director.** The Commission shall employ and determine the compensation of an Executive Director who shall be responsible to carry out all statutory responsibilities, the administration of the policies of the Commission, and to manage the daily operations of the Commission. The Commission shall annually evaluate the performance of the Executive Director.

(q) **Relationship of the Commission to Executive Director.** Pursuant 17 GCA § 27019, although the relationship between the Executive Director and individual Commission members is collegial, the relationship of the Commission to the Executive Director is hierarchical. The Executive Director is accountable only to the Commission as whole, and not from individual Commission member.

(r) **Employment of Personnel.** The Executive Director shall hire other staff according to the staffing pattern approved by the Commission. Employment of persons shall be in accordance with 17 GCA § 27018.

(s) **Budget.** Prior to October 1st of each year, the Executive Director shall prepare, for approval and consideration by the Commission, a budget for the following fiscal year. Upon appropriation by the *I Liheslaturan Guahan*, the Commission shall make expenditures from this budget for the purposes as stated.

(t) **Accounting Procedures**

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(1) **Cash Receipts.** A receipt shall be issued for all money received by the Commission. The Executive Director, or designated entity, shall oversee all money paid to the Commission. The Executive Director shall keep appropriate books on behalf of the Commission and shall record in the Cash Receipt Book a record of all money received as stated in the law.

(2) **Cash Disbursements.** All cash disbursements shall be supported by invoices or purchase orders. All cash disbursements shall be recorded in the cash disbursement book.

(3) **Financial Reports.** Financial Reports shall be prepared and disseminated by the Executive Director in accordance to the current applicable General Appropriations Act. A copy of each report shall be furnished to the Commission treasurer on or before the next regular Commission meeting after submission.

(4) **Publications of the Commission.** The publications of the Commission shall include but not be limited to:

- (i) a roster showing the name of each certificate holder. The roster shall be revised annually;
- (ii) the complete current text of the laws, regulations and rules governing educator certification; and
- (iii) the Annual Report of the Commission which shall be published no later than ninety (90) days after the end of the fiscal year.

GCEC Rule 103. Issuance of Certificates, General

- (a) **Certificates, General.** The Certificates issued by the Commission shall be those listed in these rules and regulations accompanied by their specific certification requirements and subject to the provisions of these rules and regulations.
- (b) **Examination of General Knowledge.** All candidates for Guam Professional Educator Certification, except for those listed in GCEC Rule 103 (c), shall take and pass the test of essential skills in reading, writing, and mathematics known as PRAXIS I. Applicants shall designate that the Guam Certification Office receive official test scores from ETS. Guam's passing scores for PRAXIS are those scores for Guam as published by ETS.
- (c) **Exemption from Examination of General Knowledge Requirement.** Candidates for the following certificates shall be exempt from the Examination of General Knowledge Requirement under (b):
 - (1) all Certificates for Chamoru Language and Culture Teachers under GCEC Rule 105;
 - (2) all certificates issued for Head Start Teachers provided under GCEC Rule 106; and
 - (3) all certificates issued for Career and Technical Education Teachers under GCEC Rule 107;

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

- (d) **Examination of Specialization or Content Area Knowledge.** Where applicable, candidates for Guam Professional Educator Certification shall pass an appropriate test for content area knowledge. Where no content area test has been approved by the Commission, Guam's content test passing score shall be the Praxis II test passing score adopted by the State of Hawaii or a score reflecting eighty (80%) percent pass rate of the average maximum range respectively.
- (e) **Examination of Pedagogical Knowledge.** Candidates for Guam Professional Teacher Certification shall pass a test for pedagogical knowledge.
- (f) **Certification Validity Date.** A certificate shall be valid from the date that the certificate is issued by the Guam Certification Office. The length of certification of that particular certificate shall be specified by GCEC rule, unless revoked, suspended, or extended by the Commission.
- (g) **Renewal of Expired Certification.** Any person holding an expired Guam Professional Certification is subject to the following:
- (1) If such certification expired five (5) years or less from the date of application for reinstatement, such person shall complete the requirements for recertification specified in regulations in effect during the validity period of the expired certificate;
or
 - (2) If such certification expired six (6) or more years from the date of application for reinstatement, such certificate shall not be eligible for renewal. The applicant must apply for initial certification pursuant to current requirements.
- (h) **Recency of Study:** All applicants seeking professional certification must satisfy recency of study through one of the following routes:
- (1) Completion of six (6) semester hours or equivalent credits in professionally related course work earned within five (5) years preceding the date of application;
or
 - (2) Completion of at least one (1) full year of acceptable school experience (teaching, administrative, or program specialist) within five (5) years preceding the date of application while working in another state on a valid certificate issued by that state.
- (i) **Basis for Certification.** College credits or degrees to be applied towards fulfilling certification requirements must be from accredited colleges or universities of the United States, or any of its administrative jurisdictions notwithstanding any provisions to the contrary contained in these rules.
- (j) **Transcripts.** Official transcripts, furnished by the college or university, shall be the basis for determining the educational qualifications of an applicant for certification. Transcripts shall be forwarded from the university or college to the Guam Certification Office *or* by the applicant in an unopened, unaltered envelope sealed by the registrar.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

- (k) **Continuing Education Units.** Continuing Education Units (CEU) may be used for recertification. For re-certification purposes, 3 CEU will equal to 1 semester credit. The CEU cannot be used for degree credit requirements. For Continuing Education Units (CEU's) to be counted for recertification, they must be acquired from a program affiliated with a regionally accredited institution.
- (l) **Holders of Degrees from NCATE-Accredited Institutions.** Holders of degrees in teacher preparation awarded by an institution accredited by the National Council for Accreditation of Teacher Education (NCATE) shall be eligible for an Initial Educator Certificate.
- (m) **Interstate Reciprocity.** Individuals holding a valid state teaching credential, such as a license or certificate, may qualify for an initial Guam certificate with comparable endorsement areas provided such license is issued by a state that has signed the NASDTEC Inter-State Agreement and is a full credential without deficiencies; or holds national certification from the National Board for Professional Teaching Standards (NBPTS).
- (n) **Graduate of Foreign Institutions of Higher Learning.** Graduates of foreign institutions of higher learning, to be granted a certificate, must meet the Professional certification requirements of this policy. The applicant's transcripts must be evaluated by an agency that is capable of determining the country's educational system where the coursework was completed. The list of agencies is available at the Guam Certification Office. A credential evaluation report, including an equivalency summary is required. A course-by-course evaluation including the equivalency in United States semester credit hours and United States grade equivalent is necessary. A detailed report is required for the GCEC to be able to determine if an equivalent teacher education program has been completed.
- (o) **Related Work Experience.** A statement signed by an appropriate authorized official of a school district or other employing agency shall be the basis for determining the experience qualifications of an applicant for certification.
- (p) **Guam History or Culture.** All persons issued an educational professional certificate and who have not completed a three (3) semester credit course in Guam history or culture shall complete one (1) such course during the first year after certification. Failure to meet this requirement shall constitute sufficient cause to cancel the certificate until the deficiency is corrected.
- (q) **Special Policy for Incumbents as of the School Year 1953-54.** Holders of certificates by the Guam Department of Education as of the school year 1953-54 shall be given credit for years of successful experience and for attendance at Guam Summer Institutes and normal school providing they were of at least six weeks duration and were operated by the Department of Education. After that date, only college credits earned will be credited

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toward certificates. Credit shall be given for attendance at Institutions and normal schools previous to 1954 as designated in the certification table.

- (r) **Masters Degree Equivalent for Certain Incumbents.** Those incumbents of the Guam Department of Education who earned what is known as “masters degree equivalent” status under the policies of the Guam Education Policy Board between August 22, 1966 and August 8, 2007 shall retain such a status for certification purposes.
- (s) **Fast Track.** Individuals participating in the concentrated course program focused on the Guam Public School System certification requirements known and referred to as the “Fast Track Teacher Certification Program” shall waive student teaching or internship teaching requirements with evidence of two (2) years of documented and verifiable teaching experience. Teaching experience shall be scholastic in nature and include college/university, vocational, military, business sector, and any other related area. Both years of teaching experience must indicate satisfactory performance. *[Pursuant to P.L. 29-02]*

GCEC Rule 104 Certificates for Teachers, General

(a) Temporary Teaching Certificate

- (1) **Minimum Qualifications.** A Temporary Teaching Certificate may be issued to an applicant who presents evidence that he or she has completed a Bachelor’s degree and a passing score on Praxis-I.
- (2) **Length of Certification.** The length of certification of a Temporary Teaching Certificate shall be two (2) years.
- (3) **Renewability.** A Temporary Teaching Certificate may be renewed one (1) time provided the applicant presents evidence of the following:
 - (i) Earned twelve (12) semester hours applicable to the requirements of an Initial Educator Certificate, within the certification validity period; and
 - (ii) satisfactory performance evaluation.
- (4) **Holders issued certificates known as “Emergency” by the Department of Education.** A holder of a certificate known as an “Emergency” teaching certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25, 1000.27, 1000.144, or 1000.20(B) may be issued a Temporary Educator Certificate under GCEC Rule 104 (a) provided they meet the minimal qualifications of the Temporary Educator Certificate and met the applicable renewal requirements of the certificate issued under the respective policies of the Board. Holders of Temporary Educator Certificates issued under this Sub-rule shall be subject to renewal requirements of the Temporary Educator Certificate.

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(b) Initial Educator Certificate

- (1) **Minimum Qualifications.** An Initial Educator Certificate may be issued to an applicant who presents evidence of the following:
 - (i) Earns a degree from a state-approved Educator Preparation Program from an accredited college or university in any of the 50 United States or its jurisdictions.
 - (ii) For non-education preparation program graduates, presents evidence of successfully completing the following requirements: earns a degree from an accredited college or university; or completion of an approved program (in content area) from an accredited college or university; and completes educational program aligned with Guam Professional Teacher Standards.
 - (iii) Grade point average of 2.7 or higher.
 - (iv) Successfully passes Praxis I and Praxis II Principles of Learning (PLT) tests.
- (2) **Length of Certification.** The length of certification for an Initial Educator Certificate shall be three (3) years. The certificate holder shall be required to work as an Initial Educator for two (2) years in order to qualify for a Professional Educator Certificate.
- (3) **Renewability.** An Initial Educator Certificate shall not be renewable.

(c) Professional Educator Certificate

- (1) **Minimum Qualifications.** A Professional Educator Certificate may be issued to an applicant who presents the following evidence:
 - (i) Fulfillment of all educational requirements for the Initial Educator Certificate and provides evidence of the following:
 - (ii) Completion of requirements related to Guam History or Guam Culture;
 - (iii) Completion of sixty (60) clock hours of professional activities;
 - (iv) Satisfactory performance evaluation and/or completion of Professional Growth Plan as approved by on-site administrator;
 - (v) Completion of a one-year mentorship in a Guam school; and
 - (vi) Completion of two (2) years as an Initial Certificate Holder.
- (2) **Length of Certification.** The length of certification for a Professional Educator Certificate shall be five (5) years.

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- (3) **Renewability.** A Professional Educator Certificate shall be renewable for any number of times. Within the length of certification provided herein, a person issued a Professional Educator Certificate shall be considered in good standing to retain such certificate by presenting evidence of the following:
- (i) Completion of ninety (90) clock hours of professional activities to include semester hours, Continuing Education Units, or Professional Growth Plan requirements as acknowledged by administrator on-site; and
 - (ii) Satisfactory performance evaluation.

- (4) **Holders of Professional I Certificates issued by the Department of Education.** Notwithstanding (c), a Professional Educator Certificate may be issued to a holder of a valid or recently expired "Professional I" Certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who provides evidence of satisfactory teaching and ninety (90) clock hours of professional activities within the Professional I certification period.

(d) Master Educator Certificate

- a. **Minimum Qualifications.** A Master Educator Certificate may be issued to an applicant who presents evidence of the following:
- i. He or she meets all educational requirements for the Initial Educator Certificate and the Professional Educator Certificate;
 - ii. Has a minimum of at least 5 years of satisfactory teaching experience; and
 - iii. Has earned a Master's Degree and/or is a National Board Certified Teacher.
- b. **Length of Certification.** The length of certification for a Master Educator Certificate shall be ten (10) years.
- c. **Renewability.** A Master Educator Certificate shall be renewable for any number of times. Within the length of certification provided herein, a person issued a Master Educator Certificate shall be considered in good standing to retain such certificate by presenting evidence of the following:
- (i) Completion of one hundred twenty (120) clock hours of professional activities, to include semester hours, Continuing Education Units, or Professional Growth Plan requirements as acknowledged by administrator on site, and
 - (ii) Satisfactory performance evaluation.
- d. **Holders of Professional II Certificates issued by the Department of Education.** A Master Educator Certificate may be issued to holder of a "Professional II" Certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who provides evidence of satisfactory teaching and ninety (90) clock hours of professional activities within the Professional II certification period. No Master Educator Certificate issued under this rule shall be renewed for an applicant who does not provide evidence of having completed a Master's degree.

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- e. **Professional Endorsement for Specialty Areas.** Educators wishing to certify in multiple content areas or to add an additional area, are able to apply for an endorsement on their existing certificate. To qualify for an endorsement, the applicant must provide evidence of the successful completion of 15 credit hours in the field. There will be an additional charge for the endorsement which will last the term of the existing certificate. Specialty areas for consideration are library science, instructional technology, visually impaired, orientation and mobility, deaf and hearing impaired, speech, media specialist, etc.

GCEC Rule 105. Certificates for Chamoru Language and Culture Teachers

(a) Temporary Chamoru Language and Culture Teaching Certificate

- (1) **Minimum Qualifications.** A Temporary Chamoru Language and Culture Teaching Certificate may be issued to an applicant who presents evidence of completing thirty (30) semester hours of college credit, to include at least six (6) semester hours of Chamoru language; *and* proficiency in the Chamoru language as established by the Chamoru Studies Division of the Guam Department of Education.
- (2) **Length of Certification.** The length of certification of the Temporary Chamoru Language and Culture Certificate shall be two years (2) years.
- (3) **Renewability.** The Temporary Chamoru Language and Culture Certificate may be renewed one (1) time provided that evidence of satisfactory performance evaluation and proof of having earned twelve (12) semester hours applicable to Initial Educator and/or Chamoru Language & Culture Certificate requirements within the certification validity period.

(b) Basic Chamoru Language and Culture Teaching Certificate.

- (1) **Minimum Qualifications.** Basic Chamoru Language and Culture Teaching Certificate may be issued to an applicant who:
- (i) presents evidence of completing sixty (60) semester hours of college credit to include at least twelve (12) semester hours of Chamoru language; *and*
 - (ii) demonstrates proficiency in the Chamoru language as established by the Chamorro Studies Division of the Guam Department of Education.
- (2) **Length of Certification.** The length of certification of the Basic Chamoru Language and Culture Certificate shall be one (1) year.
- (3) **Renewability.** Basic Chamoru Language and Culture Certificate may be renewed any number of times provided the certificate holder submits:
- (i) evidence of satisfactory performance evaluation; and

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- (ii) evidence of six (6) or more semester hours of college credit applicable to Initial Educator and/or Chamoru Language and Culture Teaching Certificate requirements within the validity of certificate.

(c) Initial Chamoru Language and Culture Teaching Certificate

- (1) Minimum Qualification.** The Initial Educator Chamoru Language and Culture Teaching Certificate may be issued to an applicant who, in addition to meeting such certificate's minimum experience and Chamoru Language requirements, presents evidence of completing a Bachelor's degree fulfilling the requirements for an education degree.
- (2) Length of Certification.** The length of certification of the Initial Chamoru Language and Culture Certificate shall be three (3) years.
- (3) Renewability.** The Initial Educator Chamoru Language and Culture Teaching Certificate is non-renewable. The holder of a Chamoru Language and Culture Teaching Certificate, on or before expiration date, shall apply for Professional Certificate as per the requirements in GCEC 104 (c).

GCEC Rule 106. Certificates for Head Start Teachers

(a) Temporary Head Start Certificate

- (1) Minimum Requirements.** An associate degree in early childhood education; or an associate degree in a field related to early childhood education and coursework equivalent to a major relating to early childhood education, with one (1) year experience teaching preschool-age children. The degree must be from a regionally accredited post-secondary learning institution.
- (2) Length of Certification.** The length for a Temporary Head Start Certificate is two (2) years.
- (3) Renewability.** The Temporary Head Start Certificate may be renewed two (2) times with evidence of satisfactory performance evaluation; and proof of having earned twelve (12) or more semester hours of college credit per year applicable to requirements for a bachelor's degree in Early Childhood Education, or related field.

(b) Basic Head Start Certificate

- (1) Minimum Requirements.** A baccalaureate or advanced degree in any field and coursework equivalent to a major relating to early childhood education from a regionally accredited institution; and a minimum of six (6) months experience teaching pre-school children; or

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A baccalaureate degree in any field and has been admitted into the Teach for America program, passed a rigorous early childhood content exam by ETS, participated in a Teach for America summer training institute that includes teaching preschool children and is receiving ongoing professional development and support from Teach for America's professional staff.

- (2) **Length of Certification.** The length of certification of a Basic Head Start Certificate shall be four (4) years.
- (3) **Renewability.** The Basic Head Start Certificate may be renewed any number of times with evidence of satisfactory performance evaluation by the administrator; and eighty (80) hours of in-service training initiated or by the Head Start program of the Guam Department of Education. **The holder of a Basic Teaching Certificate, on or before expiration date, may apply for Initial Certificate as per the requirements in GCEC 104 (c).**

GCEC Rule 107. Certificates for Career Technical Education (CTE) Teachers

(a) Temporary Career Technical Education Teaching Certificate

- (1) **Minimum Requirements.** The Temporary CTE Teaching Certificate may be issued to an applicant who presents evidence of graduation from high school and must have completed eight (8) years of full-time employment in a recognized trade in the area of specialty.
- (2) **Length of Certification.** The length of certification of a Temporary CTE Teaching Certificate shall be two years.
- (3) **Renewability.** The Temporary CTE Teaching Certificate may be renewed one (1) time with evidence of satisfactory performance evaluation and completion of six (6) semester hours in career and technical education.

(b) Basic Career Technical Education Teaching Certificate

- (1) **Minimum Requirements.** The Basic CTE Teaching Certificate may be issued to an applicant who, presents evidence of either of the following educational qualifications: Completion of an Associate Degree in the area of specialty and at least twelve (12) semester hours of credit in CTE teaching methods, CTE curriculum, CTE Assessment, CTE philosophy and CTE laboratory management; *or* Completion of an Associate Degree in Education with at least eighteen (18) credit hours in area of specialty and twelve (12) semester hours in career and technical education.
- (2) **Length of Certification.** The length of certification of a Basic Career Technical Education Teaching Certificate shall be three (3) years.

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(3) **Renewability.** The Basic Career Technical Education Teaching Certificate may be renewed any number of times with evidence of satisfactory completion of at least twelve (12) semester hours towards a Bachelor's degree in Basic Technical Education or in the area of specialty and satisfactory performance evaluations.

(c) Professional Career Technical Education Teaching Certificate

(1) **Minimum Requirements.** The Professional Career Technical Education Teaching Certificate may be issued to an applicant who:

- (i) presents evidence of a Bachelor's Degree in a Technical area of specialty, such as Industrial Technology, Career and Technical Education, Technology Education, Industrial Arts, or Engineering, and including at least 24 semester hours in Career Technical Education;
- (ii) presents evidence of either of the following: One (1) year verifiable work related technical experience beyond the apprenticeship or learner level in the area of the technical specialty to be taught; or
- (iii) One (1) year recent successful teaching experience in the technical specialty area for which the candidate was professionally trained.

(2) **Length of Certification.** The length of certification of a Professional Career Technical Education Teaching Certificate shall be five (5) years.

(3) **Renewability.** The Professional Career Technical Education Teaching Certificate may be renewed any number of times by providing evidence of either the following:

- (i) official transcripts for six (6) graduate credits or six (6) professionally related undergraduate semester hours; *or*
- (ii) eighteen (18) Continuing Education Units (CEU's) or a combination of academic credits and CEU's completed within validity period of expired certificate and 240 hours of relevant industry experience; and
- (iii) satisfactory performance evaluations.

GCEC Rule 108. Certificates for Reading Specialists

(a) **Minimum Qualifications.** A Reading Specialist Certificate may be issued to an applicant who presents evidence that he or she has passed the Praxis II (Reading Specialist -0300) exams assessment; completed a Master's Degree in Language and Literacy/Reading as aligned with IRA standards; completed three (3) years of successful teaching experience in the area of reading and/or language arts; and successfully earned ninety (90) semester hours of supervised internship or practicum within the Pre K – 12 levels.

(1) **Length of Certification.** The length of certification of a Reading Specialist Certificate shall be five (5) years.

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- (2) Renewability.** The Reading Specialist Certificate may be renewed any number of times provided the holder presents evidence of a satisfactory performance evaluation and the following within the certification validity period:
- (i) Earned six (6) graduate credits related to the field of literacy (i.e. reading, writing, ESL, linguistics) that meet state-approved standards for graduate level literacy courses;
 - (ii) Ninety (90) clock hours of Professional Growth activities aligned with IRA standards verified by site administrator; or
 - (iii) Any combination of credits and professional activities equivalent to ninety (90) clock hours.

GCEC Rule 109. Certificates for School Administrators

(a) Initial Administrator Certificate

- (1) Minimum Qualifications.** An Initial Administrator Certificate may be issued to an applicant who presents evidence that he or she has completed a Master's Degree; five (5) years of full-time classroom teaching experience; completion of an approved school administration program; and a passing score on the School Leaders Licensure Assessment (SLLA). The passing score shall be determined by the Commission.

The approved school administration program includes skills for K-12 school level building principal; and that it is aligned with the Guam School Administrator Standards; or program is from a college or university within any of the fifty states or administrative jurisdictions and whose advance degree has been awarded by an institution accredited by the National Council for Accreditation of Teacher Education.

- (2) Length of Certification.** The length of certification for an Initial Administrator Certificate shall be three (3) years.
- (3) Renewability.** The Initial Administrator Certificate is not renewable.
- (4) Mentorship Requirement.** During the certification period and to be eligible for the Professional Administrator certificate, the holder of an Initial Administrator Certificate shall provide evidence of completing a mentorship of not less than one (1) year, during the initial certification period, in a Guam school.

(b) Professional Administrator Certificate

- (1) Minimum Qualifications.** A Professional Administrator Certificate may be issued to an applicant who presents evidence that he or she has successfully completed all Initial Administrator requirements; has completed three (3) years of school level administrative experience; presents evidence of satisfactory performance evaluation by the administrator; and has completed sixty 60 hours of professional activities.

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(2) **Length of Certification.** The length of certification for a Professional Administrator Certificate shall be five (5) years.

(3) **Renewability.** The Professional Administrator Certificate is renewable any number of times. The applicant shall complete or provide ninety (90) hours of professional growth activities; a Professional Growth Plan concurred by the appropriate superintendent or immediate supervisor and/or satisfactory performance evaluation by supervisor.

Special Policy for Holders of “Professional I” Certificates issued through the Guam Department of Education. All holders of certificates known as the “Professional I” certificate issued under the Guam Education Policy Board’s policy known as “1000.41 Administration and Supervision Certification” prior to April 21, 2009 shall be considered to have met the pre-requisite requirements for a Professional Administrator Certificate under these rules *provided* they met the renewal requirements of the Board’s said policy.

(c) Master Administrator Certificate

(1) **Minimum Qualifications.** A Master Administrator Certificate may be issued to an applicant who presents evidence that he or she has successfully completed all Professional Administrator requirements; has completed thirty (30) graduate credits in school leadership or a related field beyond the Master’s Degree; presents evidence of satisfactory performance approved by the administrator; and has completed ninety (90) hours of professional activities.

(2) **Length of Certification.** The length of certification for a Master Administrator Certificate shall be ten (10) years.

(3) **Renewability.** The Master Administrator Certificate is renewable any number of times. A certificate holder shall provide evidence of completing one hundred (120) hours of professional growth activities during the certification period; and presents evidence of satisfactory performance approved by the administrator.

Special Policy for Holders of Master Certificates issued through the Guam Department of Education. All holders of certificates known as the “Professional II” certificate issued under the Guam Education Policy Board’s policy known as “1000.41 Administration and Supervision Certification” prior to April 21, 2009 shall be considered to have met the pre-requisite requirements for a Master Administrator Certificate under these rules *provided* they met the renewal requirements of the Board’s said policy.

GCEC Rule 110. Endorsements for School Librarians

(a) Temporary School Librarian Endorsement

(1) **Minimum Qualifications.** A Temporary School Librarian Endorsement may be issued to an applicant who presents evidence that he or she is a certified teacher with a minimum

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of five (5) years of full-time teaching experience and has completed six (6) semester hours in library science.

- (2) **Length of Endorsement.** The length of endorsement of a Temporary School Librarian Endorsement shall be two years (2).
- (3) **Renewability.** A Temporary School Librarian Endorsement may be renewed two (2) times provided that evidence of satisfactory evaluations as a school librarian and an official transcript which indicates six (6) semester hours toward professional school librarian endorsement has been acquired per year.

(b) Professional School Librarian Endorsement

- (1) **Minimum Qualifications.** Professional School Librarian Endorsement may be issued to an applicant who presents evidence that he or she is a certified teacher; has completed at least twenty-four (24) semester hours of library science courses aligned with American Library Association (ALA) and/or American Association of School Librarians (AASL) standards (in classification and cataloging; selection and acquisition of library materials; library/media administration; reference services; application of library automation and information access; internship or practicum) or has received a certificate of completion from a certified library science program from a regionally accredited university; presents evidence that he or she completed five (5) years of teaching experience; and presents evidence of a satisfactory evaluation from the administrator.
- (2) **Length of Endorsement.** The length of endorsement of a Professional School Librarian Endorsement shall be the same as the educator certificate held by the applicant.
- (3) **Renewability.** A Professional School Librarian Endorsement may be renewed any number of times provided that he or she presents evidence of satisfactory service as a school librarian; completion of ninety (90) hours of professional activities to include semester hours in courses that will enhance the school librarian's work (such as courses in specific content areas, education courses, and library science courses); and Continuing Education Units, or Professional Growth Plan requirements, as approved by the administrator that have been acquired within the preceding five (5) years.

GCEC Rule 111. Certificates for School Counselors

(a) Temporary School Counselor Certificate

- (1) **Minimum Qualifications.** A Temporary School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:
 - Earned a Bachelor's degree from a state approved college/university in Education, Psychology, Social Work, or field related to School Counseling; and
 - Successfully passed Praxis I (PST).

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(2) **Length of Certification.** The length of certification of a Temporary School Counselor Certificate shall be two (2) year.

(3) **Renewability.** A Temporary School Counselor Certificate shall not be renewable.

(b) Initial Counselor Certificate

(1) **Minimum Qualifications.** An Initial School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Bachelor's degree from a state approved college/university in Education, Psychology, Social Work, or field related to School Counseling;
- (ii) Successfully passed Praxis I (PST) *and* Praxis II (Counseling);
- (iii) Completion of an approved graduate level program in School Counseling as aligned with CACREP Common Core Areas and School Counseling Domains;
- (iv) Internship in School Counseling with 90 hours of University/College supervised field based counseling experiences in K-12 settings.

(2) **Length of Certification.** The length of certification of an Initial School Counselor Certificate shall be two (2) years.

(3) **Renewal Requirement.** An Initial School Counselor Certificate shall not be renewable.

(c) Professional Counselor Certificate

(1) **Minimum Qualifications.** A Professional School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Master's Degree in School Counseling; or meets all Initial Counselor prerequisites and have an advanced degree;
- (ii) Successfully passed PRAXIS I (PST);
- (iii) Two hundred (200) hours of supervised field-based experiences in K-12 settings;
- (iv) Two (2) years satisfactory School Counseling;
- (v) A Professional Growth Plan acknowledged by site administrator; and
- (vi) One (1) year of satisfactory classroom teaching or three hundred 360 hours of K-12 counseling related classroom teaching/sessions.

(2) **Length of Certification.** The length of certification of a Professional School Counselor Certificate shall be five (5) years.

(3) **Renewal Requirement.** A Professional School Counselor Certificate may be renewed with the completion of ninety (90) hours of professional counseling related activities

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within the five (5) – year period; a Professional Growth Plan acknowledged by site administrator; and a satisfactory performance evaluation.

(d) Master School Counselor Certificate

(1) Minimum Qualification. A Master School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Master’s degree in School Counseling;
- (ii) Seven (7) years satisfactory counseling in K-12 setting;
- (iii) Two (2) years satisfactory classroom teaching in K-12 settings; or seven hundred twenty (720) hours of K-12 counseling related classroom teaching/sessions; and
- (iv) Fifteen (15) categorical graduate credits beyond the Master’s Degree in Counseling and/or related field (i.e. education, psychology, etc.)

(2) Length of Certification. The length of certification of a Masters School Counselor Certificate shall be ten (10) years.

(3) Renewal Requirement. A Master’s School Counselor Certificate may be renewed upon completion of one hundred twenty (120) hours of professional counseling related activities within the ten (10) year period; a Professional Growth Plan acknowledged by site administrator; and a satisfactory performance evaluation.

GCEC 112. Extension on Certification

(a) Time Extension, General. The Executive Director may grant a one-time extension of up to one (1) year in the time validity of an educator certificate, in accordance with Sub-rules (b) and (c) of this rule, to provide relief from the strict application of the terms of requirements relating to educator certification renewal. However, Executive Director shall not grant an extension under this policy for the requirements to complete a three (3) semester credit course in Guam history, or Guam Culture, within the first year after the person’s certification, pursuant to 17 GCA § 5105. Nor shall the Executive Director grant extensions under this policy that are contrary to any other law. Any individual granted an extension under this section shall complete all the requirements for recertification within the extension period.

(b) Standing Committee on Appeals. The GCEC will establish a standing committee on appeals for extension of certifications. The GCEC chair will appoint three members to this committee.

(c) Processing of Extension Requests. All requests for extensions must be submitted in writing to the GCEC Administrator.

(1) If the request is within the purview, s/he will act on it within 5 days.

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- (i) If recommended for approval, the administrator will report the action to the Standing committee on Appeals. The approval must be countersigned by the GCEC chair.
 - (ii) If denied, the administrator will provide a written explanation of the denial to the applicant. The applicant can appeal to the GCEC Standing Committee on Appeals within 10 days of receipt of notice of denial.
- (2) If it is not within the purview of the administrator, it will be channeled to the Appeals Committee within 5 days. The GCEC Administrator will forward the file (request, rejection notice and any other pertinent information) to the Appeals committee. It will act on it within 30 days at the Appeals Committee meeting and provide a recommendation to the GCEC at the next regularly scheduled meeting. The Appeals Committee may request to meet with the applicant.
- (3) The GCEC will act on the recommendation of the Appeals Committee at the next regular meeting following established agenda guidelines:
- (i) If denied, the educator has 10 days to exercise his/her right to a final reconsideration, by providing additional documentation to the Appeals committee via the GCEC office.
 - (ii) At the next regularly scheduled GCEC meeting, the educator can make a 5-minute presentation to the GCEC that includes any additional factors that have not been presented.
 - (iii) If no additional documentation is provided, the request for reconsideration is denied.
 - (iv) The commission will vote on the final reconsideration. The request for reconsideration cannot be further appealed.
- (d) **Reporting of Requests.** All actions by either the Administrator or Appeals committee on requests for extensions of certificates must be reported at the regular GCEC meetings.
- (e) **Length of Extensions.** All approved requests will follow the established policies for length of extensions.
- (f) **Conditions for Extension.** Every effort shall be made to make the request within thirty (30) days of the expiration of the certificate date. The time extension provided in Sub-rule (a) of this Rule may be granted to any individual holding an educator certificate, if one of the conditions below applies to the certificate holder during the validity period of the certificate:

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- (i) The certificate holder suffered a medical condition which prevented him or her from satisfying the requirements for renewal of his certificate and such individual provides written proof from a licensed physician that he or she suffered such medical condition, including the duration of the medical condition.
- (ii) The certificate holder has been on active duty in the military and provides his or her form DD-214 verifying dates of service preventing him or her from satisfying the requirements for renewal of his certificate.
- (iii) Personal or immediate family member medical expenses incurred by the certificate holder which were not covered under a plan of health insurance caused financial hardship on the certificate holder, preventing him or her from meeting the financial requirements (i.e. tuition for courses) for certificate renewal. For purposes of this subsection, the holder shall maintain, for review by the Commission, records, receipts or letters from his or her insurance company, health care provider or any other relevant entity indicating such financial hardship.
- (iv) A Commission administrative problem prevented the certificate holder from complying with the requirements for renewal of his or her certificate and the Executive Director of the Commission determines that the administrative problem is adequate to justify the extension.
- (v) The certificate holder has been unable to secure employment or experience relevant to a specific employment or experiential requirement for renewal of his certificate, and such inability has prevented him or her from satisfying such requirement. For purposes of this subsection, the holder shall maintain a list of schools or school districts contacted, including dates, and a detailed written explanation thereof.
- (vi) The certificate holder, because of extreme hardship or other circumstances beyond his or her control was unable to complete the requirements for renewal of certification. For purposes of this subsection, the Commission may require from the certificate holder, evidence of the extreme hardship.

GCEC Rule 113. Fees

- (a) **Disposition of Fees.** Fees collected for the issuance and maintenance of educator certificates shall be used to carry out the goals and objectives of the Guam Commission for Educator Certification to include the daily operations of the Guam Certification Office. Such fees may be expended for, but not limited to; the following appropriation classifications: Personnel Services; Operations; Utilities; and Capital Outlay.
- (b) **Application Fee.** Every application for a certificate hereunder shall be accompanied by an application fee. The application fee for review for certification shall be equal to the certification fee. If the applicant for initial certification fulfills all the requirements, the certification fee will be reduced by fifty percent (50%). If the applicant needs to complete additional requirements for certification, the application fee will be required upon resubmission of application. Out-of-state application fees will incur an additional \$25 for

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evaluation. The application fee for renewal of certificates shall be equal to the certification fee, with no reduction in the certificate fee. The cost for the certificate will be \$5 per year regardless of the length of certificate. The application fee is non-**refundable**.

(c) **Endorsement Fee.** An endorsement of a second content area may be added to an educator certificate at any time during the term of the certificate. A temporary endorsement will be added to a certificate with evidence of 6 credit hours in the content area and a payment of a \$10 fee. To receive a professional endorsement, the applicant must provide evidence of successful completion of at least 15 credit hours in the content or 24 in the case of library science. The professional endorsement fee will be \$25 and will remain with the primary certificate through any renewal, with the payment of the additional fee.

Each certificate prescribed by this Rule shall be as follows:

| CERTIFICATE CATEGORY | APPLICATION FEE | INITIAL CERTIFICATE | RENEWAL CERTIFICATE | LENGTH OF CERTIFICATE |
|---------------------------|-----------------|---------------------|---------------------|-----------------------|
| 1. Temporary | \$10.00 | \$10.00 | \$10.00 | 2 year |
| 2. Initial Educator | \$15.00 | \$15.00 (50%) | NONE | 3 year |
| 3. Professional | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 4. Master Educator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 5. Temporary Chamoru | \$5.00 | \$5.00 | \$5.00 | 2 year |
| 6. Basic Chamoru | \$5.00 | \$5.00 | \$5.00 | 1 year |
| 7. Initial Chamoru | \$15.00 | \$15.00 | NONE | 3 years |
| 8. Temporary Head Start | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 9. Basic Head Start | \$10.00 | \$10.00 | \$10.00 | 4 years |
| 10. Temporary CTE | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 11. Basic CTE | \$15.00 | \$15.00 | \$15.00 | 3 years |
| 12. Professional CTE | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 13. Reading Specialist | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 14. Initial Administrator | \$15.00 | \$15.00 | NON | 3 years |
| 15. Professional Admin | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 16. Master Admin | \$50.00 | \$50.00 | \$50.00 | 10 years |

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

| | | | | |
|------------------------------|---------|---------|---------|-----------------------------|
| 17. Temporary Endorsement | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 18. Professional Endorsement | \$25.00 | \$25.00 | \$25.00 | Term of Primary Certificate |
| 19. Temporary Counselor | \$10.00 | \$10.00 | NON | 2 years |
| 20. Initial Counselor | \$10.00 | \$10.00 | NON | 2 years |
| 21. Professional Counselor | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 22. Master Counselor | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 23. Replacement | | | \$10.00 | |

GCEC Rule 114. Disciplinary Action

- (a) **Complaints.** Proceedings to suspend or to revoke an individual's certificate may be initiated by any person who may press or prefer charges of immoral or unprofessional conduct, evident unfitness for teaching, or evident unsatisfactory performance or persistent defiance of, and refusal to obey laws, these rules and regulations, the approved Educator Code of Ethics.
- (1) Any and all charges presented against holding a certificate must be made in writing, sworn to by the person or persons making them before a Notary Public and shall be filed with the Secretary of the Commission.
 - (2) All charges made should include the following: the name and address of the complaint and respondent, a concise statement of the complaint with facts supporting the allegation that a violation has occurred and a statement of the relief sought. The complainant shall sign the complaint witnessed by a Notary Public.
 - (3) Complaints may also be initiated by any member of the Commission, procedures available at office, where only submittal of facts or documents. Such submittals shall be without opinion. The submitting Commission member may participate in actions pertaining to the matter without prejudice provided opinions were not included with the submittals.
 - (4) Prior to any disciplinary action being taken, the Commission may negotiate a Settlement of the charges.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(5) If no response is received by the Commission by the due date, the Commission may proceed on the Accusation without a hearing.

(b) Summons and Complaint.

(1) In the event the Commission determines that a probable cause exists, the Legal Counsel of the Commission shall be requested to prepare a summons and complaint.

(2) The summons and complaint shall be personally served or mailed to the last known address of the individual holding a certificate at least thirty (30) days before the date fixed for hearing. If mailed, a return receipt shall be requested.

(3) The summons and complaint shall show the time, place and nature of the hearing, a statement of legal authority and jurisdiction under which the hearing is to be held, reference to the particular section of statutes and/or rules involved, and a short and plain statement of the matters asserted. The notice of the summons and complaint shall indicate that at any hearing the accused individual registrant or firm holding a certificate shall have the right to appear in person or be represented by counsel or both to cross-examine witnesses in his or her or its defense and to produce evidence and witnesses of his or her or its defense. If the accused person or corporation fails or refuses to appear, the Commission may proceed to hear and determine the validity of the charges. The notice shall be in substantial compliance with the requirements of the laws of this Territory.

(c) Evidentiary Matters. The Commission shall follow the Administrative Adjudication Act on this matter.

(d) Conduct of Hearing. The Commission shall follow the Administrative Adjudication Act wherein either the Legal Counsel shall hear the case and make recommendations to the Commission, or where the Commission hears the case, the hearing officer shall act as the judge.

(e) Order of the Commission. The Commission shall issue an order as soon as possible from the date of the final hearing.

(f) Discipline. Upon order by the Commission in which the respondent is found guilty of the charges, the Commission may issue a reprimand, suspend, and refuse to renew the individual's certificate; or revoke certification immediately. At its discretion, the Commission may stay, permanently or temporarily, the execution of its order conditioned on any provision that the Commission believes appropriate under the circumstances for the case.

GCEC Rule 115. Code of Ethics

(a) Educators

Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

PRINCIPLE I: Commitment to the Students. The educator strives to help each student realize his or her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals. In fulfillment of the obligation to the students, the educator:

- (1) Shall treat all students with respect and dignity.
- (2) Shall provide students with opportunities for expansion of ideas and support their varying perspectives.
- (3) Shall make reasonable effort to protect students from conditions harmful to learning or to health and safety.
- (4) Shall maintain a professional relationship with students.
- (5) Shall maintain confidentiality of students obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
- (6) Shall not deliberately suppress or distort subject matter relevant to students' progress.
- (7) Shall not intentionally expose students to embarrassment or disparagement.
- (8) Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly:
 - (i) Exclude any student from participation in any program.
 - (ii) Deny benefits to any student.
 - (iii) Grant any advantage to any student.

PRINCIPLE II: Commitment to the Profession. The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service. In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons. In fulfillment of the obligation to the profession, the educator:

- (1) Shall act with integrity and treat all colleagues with respect and dignity.
- (2) Shall maintain the positive and professional image of educators in the community.
- (3) Shall maintain confidentiality of colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
- (4) Shall not knowingly make false or malicious statements about a colleague.
- (5) Shall not in an application for a professional position deliberately make false statement or fail to disclose a material fact related to competency and qualification.
- (6) Shall not misrepresent his/her professional qualifications.
- (7) Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute.
- (8) Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
- (9) Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action.

Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

Sanctions. Major violation of any of these principles shall subject the individual to revocation or suspension of the individual educator's certificate, or other sanctions as stipulated by law or GCEC rule.

(b) Commissioners

The Guam Commission for Educator Certification is responsible for ensuring the public that educators working in the Guam schools meet high standards. Therefore, the Commissioners confirm their commitment to this goal through high standards of behavior, recognizing the responsibility they hold to the future of the Island. The Code of Ethics is the guideline for the behavior of standards of the Commissioners.

- (1) Commission members shall maintain the integrity of their position as representatives of the Guam Commission for Educator Certification.
- (2) Commission members will make every effort to be prepared, punctual, in attendance at and participate in every Commission meeting.
- (3) Commission members who are representing agencies will ensure that a representative will be designated to attend meetings; in addition, the choice of designee will be consistent to maintain continuity.
- (4) Commission members will encourage free expression of opinion by all Commission and committee members, and staff, while maintaining the confidentiality of personnel issues discussed in committee or as a Commission.
- (5) Commission members shall conduct meetings in an orderly manner, follow rules of order, and through their demeanor and words, maintain the dignity of all Commission members. In addition, any Commission member shall act as a spokesperson for the Commission when specifically authorized to do so.
- (6) Commission members shall work together with a sense of collegiality and cooperation, both in their meetings as a whole and in sub committees.
- (7) Commission members will not use their position on the Guam Commission for Educator Certification for personal advancement or the advancement of those known to them.
- (8) Commission members will maintain a spirit of cooperation and keep open lines of communication with the Director and other personnel of the Guam Commission for Educator Certification; with the Guam School System, both public and private; and with the community at-large.
- (9) Commission members will keep up-to-date on issues dealing with educator certification, staff development, and current educational research, in order to

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

render decisions based on a review of all aspects of the issues, including a balanced consideration of state and local influences.

- (10) Commission members will accept and abide by the Guam laws that impact the legal and fiscal responsibilities of the Guam Commission for Educator Certification

GCEC Rule 116. Reinstatement of Certification After Suspension

- (a) **Petition for Reinstatement.** Upon petition of an individual formerly holding a certificate, which has since been suspended, the Commission may reissue a certificate provided that a majority of the members of the Commission vote in favor of such issuance.
- (b) **Commission Action.** The Commission, for reasons it may deem sufficient, may reissue a certificate to any person whose certificate has been suspended. Such reissuance shall not supersede prior Commission decisions and recommendations as to penalty etc. taken for disciplinary action.
- (c) **Conflict and Bias**
- (i) A Commission Member shall be excused and shall not vote in any action, disciplinary or otherwise, if the Commission Member may be biased for or against a Respondent or there may exist a potential conflict of interest. If a potential conflict of interest or bias exists, such determination shall be made by a majority vote of the remaining Commission members.
- (ii) If the Commission member has a potential conflict, that Commission member is obligated to disclose such a potential conflict.

GCEC Rule 117. Severability. If any of the Rules and Regulations, or any part thereof, of this Commission promulgated under the provisions of the rule making authority for Territory agencies are found by the courts to be invalid for any reason, the remainder shall continue in full force and effect. Each Rule and/or any portion thereof shall be severable.

GCEC Rule 118. Adoption and Amendment of Rules

- (a) **Adoption of Rules.** Rules or regulations are adopted by this Commission, under the provision of Public Law 29-73 governing the practice of professional educators in K-12 which may be reasonably necessary for the proper performance of its duties and the regulations of the proceedings before it. They must not be inconsistent with the Constitution and the laws of Guam and shall be in compliance with the Administrative Adjudication Act.
- (b) **Petition for Rule-making.** Any person wishing to submit a petition requesting the adoption, amendment or repeal of a rule or regulation by the Commission shall address a petition to the Executive Director. The container of the petition shall clearly bear the

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

notation: RULE-MAKING PETITION RE: and then the subject area. The petition must contain the following information:

- (i) an indication of the subject area to which the petition is directed;
 - (ii) either a draft of the proposed rule or a summary of its contents;
 - (iii) reasons for proposal;
 - (iv) effect on existing rules or orders;
 - (v) any data supporting the proposal;
 - (vi) effect of the proposed rule on existing practices in the area involved, including cost factors;
 - (vii) names or a description of those most likely to be affected by the proposed rule; and
 - (viii) name and address of petitioner.
- (c) **Timelines.** The Executive Director shall transmit the petition to the Commission within ten (10) days after receiving the petition. The Commission shall make a decision on whether to grant or deny the petition within fifty (50) days. This rule shall be carried out in accordance with 5 GCA § 9307.

KUMISION SETTEFIKASION PARA I MANMANIDUKA GUAM COMMISSION FOR EDUCATOR CERTIFICATION

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MARCH 18, 2011

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SECRETARY

Vacant

MEMORANDUM

TO: Senator Judith Won Pat
Speaker

FROM: Roberta M. Abaday
GCEC

RE: Rules and Regulations for Head Start Educators, GCEC Rule 106

The Guam Commission for Educator Certification met with Ms. Cathy Schroeder from Head Start at our March 15, 2011 meeting. Head Start has been working diligently to comply with the changes in the laws dealing with Head Start Certification. In our efforts of collaboration, we have worked together with Ms. Schroeder to revise the GCEC Head Start Certification Requirements to meet the changes that are now mandated by law. To that effort, an adjustment to our Rules and Regulations has been made in the requirements to support highly qualified teachers, and to change the name to Preschool Certification.

We ask that you replace the Rule 106 included in the submitted Rules and Regulations, with the attached Rule 106. This revision has been approved by both parties, the GCEC and Head Start.

Please help to support our efforts by encouraging the approval of the Rules and Regulations which have been submitted. Thank you for your continued support.



Roberta M. Abaday

GCEC

attachment

31-11-347

3-25-4

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347

GCEC Rule 106. Certificates for Preschool (Birth – Kindergarten)

(a) Basic Preschool Certificate

(1) **Minimum Requirements.** An associate degree in early childhood education; or an associate degree in a field related with equivalent to a major relating to early childhood education, with one (1) year experience teaching preschool-aged children, or a baccalaureate degree or advanced degree in early childhood education, and has not taken and/or passed the PRAXIS I, or a baccalaureate or advanced degree in a related field and coursework equivalent to a major related to early childhood education and experience teaching preschool-aged children and has not taken and/or passed PRAXIS I. The degree must be from a U.S. regionally accredited post-secondary learning institution.

(2) **Length of Certification.** The length of certification of a Basic Head Start Certification shall be three (3) years.

(3) **Renewability.** The Preschool Certificate may be renewed any number of times with evidence of satisfactory performance evaluation by the administrator; and fifteen (15) clock hours of Head Start specific in-service professional development that is classroom focused and regularly evaluated by the Head Start program of the Guam Department of Education. **The holder of a Basic Teaching Certificate, on or before expiration date, may apply for Initial Certificate as per the requirements in GCEC 104 (c).**

I MINA 'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

Bill No.

As substituted by the Committee on Education
and Public Libraries.

Introduced by:

Judith T. Won Pat, Ed.D.

**AN ACT TO APPROVE THE PROPOSED RULES FOR THE GUAM
COMMISSION FOR EDUCATOR CERTIFICATION.**

BE IT ENACTED BY THE PEOPLE OF GUAM:

Section 1. Approval of Administrative Rules and Regulations. The
Administrative Rules and Regulations of for the Guam Commission for Educator
Certification to the Guam Legislature submitted by the Guam Commission for
Educator Certification on February 18, 2011 and amended by the Guam
Legislature is hereby approved.

Section 2. Chapter 8 of Title 5A GARR is hereby *added* to read as
follows:

CHAPTER 8

5A GARR - Education

GUAM COMMISSION FOR EDUCATOR CERTIFICATION

RULES AND REGULATIONS

~~§8101. GCEC Rule 100.~~ Introduction

~~§8102. GCEC Rule 101.~~ Definitions

~~§8103. GCEC Rule 102.~~ Organization and Function of the Commission

1 (c) **Authority of Rules.** Rules of procedure adopted by the
2 Commission shall be binding upon persons issued certificates under Public
3 Law 29-73.

4 **§8102. ~~GCEC Rule 101.~~ Definitions.**

5 The following definitions and terms, when used in these rules and
6 regulations shall have the following meanings unless the context clearly
7 indicates otherwise:

8 (1) '*Accredited Institution*' means a United States regionally
9 accredited college or university or a foreign equivalent.

10 (2) '*Acceptable Grades for Credit*' means grades in courses to
11 earn acceptable credit must be passing grades in accordance with the
12 institution where the courses were taken.

13 (3) '*GPA*' refers to the acceptable Grade Point Average.

14 (4) '*Administrator*' means an educator whose primary duties
15 involve: (i) program development or (ii) supervision or internal
16 management of a school, school program, or school system.

17 (5) '*Approved Program*' means a program for preparation of
18 professional educators, which is offered through an accredited
19 institution and has been approved by the commission for professional
20 educator certification in which the program is provided and includes a
21 supervised student teaching/internship field experience.

22 (6) '*CACREP*' (Council for Accreditation of Counseling and
23 Related Education Programs) is an accrediting body for counseling
24 and related programs.

25 (7) '*Certification*' is a license qualifying the recipient to
26 practice as a professional educator on Guam.

1 (8) '*Clock Hours*' means actual time spent in professional
2 development.

3 (9) '*Commission*' means the Guam Commission on Educator
4 Certification as established under Public Law 29-73.

5 (10) '*Course*' means an instructional unit that has one (1) or
6 more academic credits.

7 (11) '*Continuing Education Unit*' is a non-credit unit used by
8 regionally accredited post-secondary institutions that are members of
9 the International Association for Continuing Education and Training
10 (IACET). Ten (10) contact hours is equivalent to one (1) CEU. The
11 CEU credit cannot be used for degree credit requirements. For re-
12 certification purposes, three (3) CEU credits will equal to one (1)
13 semester credit.

14 (12) '*Credential*' refers to the documents that constitute
15 evidence of training, licensure, experience, and expertise of a
16 practitioner.

17 (13) '*Educator*' is a teacher, administrator, or support
18 professional required by the Commission to hold a certificate.

19 (14) '*Endorsement*' is a recognition of qualifications in a
20 specialized field as indicated on the certificate.

21 (15) '*Evaluation*' indicates the most recent professional
22 evaluation supplied by a supervisor.

23 (16) '*Executive Director*' refers to the Executive Director of the
24 Office of the Guam Commission for Educator Certification, pursuant
25 to Public Law 29-73.

1 (17) '*Guam Certification Office*' means the administrative
2 office of the Guam Commission for Educator Certification, pursuant
3 to Public Law 29-73.

4 (18) '*IRA*' means the International Reading Association.

5 (19) '*Mentorship*' refers to a program that provides peer
6 guidance to new educator or administrator and is approved by Guam
7 Department of Education or an accredited institution.

8 (20) '*NCATE*' is the National Council for Accreditation of
9 Teacher Education. It is one of the U.S. accrediting bodies for teacher
10 education colleges and institutions.

11 (21) '*NASDTEC Interstate Agreement*' means the contract
12 sponsored by the National Association of State Directors of Teacher
13 Education and Certification (NASDTEC) concerning reciprocal
14 licensing of educational personnel among participating jurisdictions.

15 (22) '*Praxis I*' means the pre-professional skills test that
16 measures basic academic skills in reading, writing, and mathematics
17 from Educational Testing Service (ETS).

18 (23) '*Praxis II*' means a subject assessment from Educational
19 Testing Service of knowledge in a specialty or content area.

20 (24) '*Praxis II PLT*' means an assessment of pedagogy
21 (Principles of Learning and Teaching) from Educational Testing
22 Service (ETS).

23 (25) '*Professional Activities*' refer to a variety of activities
24 which meet a goal for educator improvement and professional growth,
25 and may include college and university credits, attending or
26 presenting workshops, seminars, conferences, action research,
27 curriculum development, work experience, district or school

1 committee work, advisorships, mentoring, presentations at
2 conferences, publications, or work on special projects.

3 (26) '*Professional Growth Plan*' (PGP) is the component of the
4 evaluation program completed by the educator and approved by the
5 site administrator. It is based on the educator performance standards,
6 and professional activities and/or courses to fulfill the identified
7 standards in the candidate's school/district. The Guam PGP
8 information can be located at the websites for GCEC and the Guam
9 Department of Education.

10 (27) "**Year of Experience**" refers to acceptable determination
11 for teacher or administrator length of service as per respective
12 employment agreement.

13 **§8103. GCEC Rule 102. Organization and Function of the Commission.**

14 (a) **Composition and Function of the Commission.** The
15 composition, duties, functions, powers and responsibilities of the Guam
16 Commission for Educator Certification (the 'Commission') shall generally
17 be as provided and authorized in ~~17-GCA~~ Chapter 27 of Title 17, Guam
18 Code Annotated.

19 (b) **Ex-Officio Members.** The ex-officio members of the Commission
20 shall be those identified in ~~17-GCA~~ §27003 of Title 17, Guam Code
21 Annotated. Ex-officio members shall not vote in the proceedings of the
22 Commission, but may introduce and discuss motions in public meetings of
23 the Commission.

24 (c) **Officers of the Commission.** The officers of the Commission,
25 elected by the voting members, shall be a Chairperson, Vice-Chairperson,
26 and a Treasurer. The Executive Director shall serve as the Executive
27 Secretary in accordance with ~~17-GCA~~ §27019 of Title 17, Guam Code

1 Annotated. Each officer shall have duties, functions, powers and
2 responsibilities:

3 (1) As prescribed for such office by law;

4 (2) Which by general consent and parliamentary custom pertain to such
5 office, consistent with the law; and

6 (3) As are consistent with the foregoing and which, in addition, the
7 Commission may prescribe.

8 **(d) Election and Term of the Chairperson of the Commission.** The
9 Chairperson shall be that person so designated as the presiding officer for a
10 term of (2) two years, in accordance with ~~Title 17-GCA §27005~~ of Title 17,
11 Guam Code Annotated. The Chairperson shall be elected from among the
12 voting members of the Commission.

13 **(e) Election and Term of Other Officers of the Commission.** The
14 Vice-Chairperson and the Treasurer shall be elected and shall serve a term in
15 the same manner as the Chairperson.

16 **(f) Executive Secretary.** The Executive Director shall serve as the
17 Executive Secretary of the Office Commission, appointed by the
18 Commission in accordance with ~~17-GCA §27018 and §27019~~ of Title 17,
19 Guam Code Annotated.

20 **(g) Duties of the Chairperson of the Commission.** The duties of the
21 Chairperson shall be to call and preside at all meetings of the Commission;
22 to call special meetings of the Commission; to serve ex-officio as a member
23 of all standing, designated or advisory committees of the Commission; to
24 appoint committees and to take such other action as is consistent with these
25 rules or the laws. The Chairperson is entitled to vote on all matters before
26 the Commission.

1 **(h) Duties of the Vice-Chairperson of the Commission.** The duty of
2 the Vice Chairperson shall be to perform the duties of the Chairperson at his
3 or her request or in case of his or her absence or incapacity.

4 **(i) Duties of the Treasurer of the Commission.** The duties of the
5 Treasurer shall be to report to the Commission on the finances of the
6 Commission at each regular meeting of the Commission; to present an
7 annual budget to the Commission for approval; and to perform the duties of
8 the Chairperson in case of the absence of both the Chairperson and the Vice
9 Chairperson.

10 **(j) Duties of the Executive Secretary of the Commission.** The
11 Executive Secretary of the Commission shall serve ex-officio as a member
12 of the Commission and have the following duties: to give notice of all
13 regular and special meetings of the Commission and to compile and
14 distribute the agenda for each such meeting with the notice thereof; to record
15 the proceedings of the Commission in a book or books to be kept therefore;
16 to preserve all documents, papers and records determined by the
17 Commission to be a part of its official records; to conduct correspondence as
18 directed by the Commission and to certify official documents and
19 proceedings; and to carry out all statutory responsibilities.

20 **(k) Executive Secretary Designees.** The Executive Secretary, with
21 the written approval of the Chairperson, may designate an employee of the
22 Commission to carry out the duties set forth in θ subsection (j) of this
23 section under the direction of the Executive Secretary. During the absence or
24 incapacity of the Executive Secretary, the duties of Executive Secretary shall
25 be performed by such designee and, in the absence of such designee, by such
26 other person as may be designated by the Chairperson.

1 **(l) Removal of Officers and Committee Chairpersons.** Four (4)
2 affirmative votes of the Commission’s membership shall be required for the
3 removal of the Chairperson, the Vice Chairperson, the Treasurer or any
4 Committee Chairperson.

5 **(m) Committees of the Commission.**

6 **(1) Practice of the Commission.** The Commission shall act upon
7 matters considered, and upon recommendations made, by designated
8 committees of the Commission, but any member may present matters to the
9 Commission for consideration without prior reference to a committee.

10 (i) The Chairperson may appoint such committees of the
11 Commission as may be deemed necessary, provided that each such
12 committee shall be automatically discharged on completion of its assignment
13 or otherwise as the Chairperson may designate.

14 (ii) The Chairperson shall be a member ex-officio of each
15 committee. Any member of the Commission may attend any meeting of any
16 committee of the Commission.

17 (iii) Temporary work assignments of a functional or project
18 nature may be made by the Chairperson of the Commission to individual
19 members of the Commission, each such assignment to terminate
20 automatically upon the report to, and final action by the Commission on
21 such project.

22 (iv) Notice of all committee meetings shall be given to all
23 members of the Commission. Such notice shall be no less than the minimum
24 possible notice under the Open Government Law.

25 **(n) Meetings of the Commission.**

26 **(1) Requirements for Public Notice.** All meetings of the
27 Commission, shall be publicly noticed in accordance with ~~Title 5, GCA,~~

1 Chapter 8 of Title 5, Guam Code Annotated, otherwise known as the Open
2 Government Law of Guam.

3 (2) **Regular Meetings.** The regular meetings of the Commission
4 shall be held at least quarterly, as mandated by law. All regular meetings
5 shall be held on Guam.

6 (3) **Notice to Commission Members of Meetings.** Written notice
7 of each regular meeting of the Commission shall be given to each member at
8 least ten (10) days prior to the date fixed for the meeting, which notice shall
9 state the time and place of the meeting and, in the case of special meetings,
10 the purpose for which it has been called.

11 (4) **Agenda of Regular Meetings.** A written agenda of matters to be
12 considered at each regular meeting shall be determined by the Chairperson,
13 attested by the Executive Secretary, and given to each Commission member
14 no less than ten (10) days prior to the date fixed for a regular meeting. Items
15 to be included in the agenda for the regular meeting shall be submitted to the
16 Chairperson by:

17 (i) committees of the Commission relating to their reports;

18 (ii) any Commission member, given to the Chairperson twelve (12)
19 days prior to the date of the regular meeting at which consideration is
20 desired and containing a title and/or description of the agenda items.

21 (iii) The Commission Chairperson will provide, on a timely basis, to
22 other Commission members reason for removing an agenda item after it has
23 been posted, in accordance to ~~17-GCA~~ §27013 of Title 17, Guam Code
24 Annotated.

25 (5) **Special Meetings.** Special meetings of the Commission may be
26 held at any time and at any place on Guam. Special meetings may be called
27 by the Chairperson or by a majority of the members then serving on the

1 Commission by a written notice to the Executive Secretary in which the
2 time, place and purpose of the meeting are set forth.

3 (6) **Quorum.** A quorum shall consist of four (4) voting members.
4 Actions of the Commission shall be carried by a vote of not less than four
5 (4) voting members, in accordance with ~~17-GCA §27013~~ of Title 17, Guam
6 Code Annotated.

7 (7) **Rules of Order.** Unless otherwise specified in these rules, all
8 meetings of the Commission shall be conducted in accordance with Robert's
9 Rules of Order Revised.

10 (8) **Action at Commission Meetings.** Except in an emergency, the
11 Commission shall take action on a matter of policy only when the matter has
12 been discussed by the Commission at a previous meeting. This provision
13 may be waived by a unanimous vote of the members present. For purposes
14 of this Rule, an emergency shall first be declared by a vote of five (5)
15 members.

16 (9) **Public Participation Policy.** It is the policy of the Commission to
17 encourage and permit public comment on matters within the Commission's
18 jurisdiction.

19 (i) **General Public Comment.** The Commission shall include
20 general public comment as an agenda item at each regular meeting of the
21 Commission.

22 (ii) **Comment, Not Debate.** During public comment, speakers
23 shall address their remarks to the Commission as a whole and not to
24 individual Commission members, Commission personnel, or the audience.

25 (iii) **Recording Commission Proceedings.** Members of the public
26 may record Commission meetings while not under executive session with an
27 audio or video recorder or still or motion picture camera.

1 **(o) Compensation and Expenses.** A Commission member shall
2 receive compensation for serving on the Commission in the amount of Fifty
3 Dollars (\$50) for each Commission meeting attended. A member is entitled
4 to reimbursement for actual and necessary expenses incurred in performing
5 functions as a member of the Commission, subject to any applicable
6 limitation on reimbursement provided by the General Appropriations Act.

7 **(p) Executive Director.** The Commission shall employ and determine
8 the compensation of an Executive Director who shall be responsible to carry
9 out all statutory responsibilities, the administration of the policies of the
10 Commission, and to manage the daily operations of the Commission. The
11 Commission shall annually evaluate the performance of the Executive
12 Director.

13 **(q) Relationship of the Commission to Executive Director.**
14 Pursuant ~~17-GCA~~ to §27019 of Title 17, Guam Code Annotated, although
15 the relationship between the Executive Director and individual Commission
16 members is collegial, the relationship of the Commission to the Executive
17 Director is hierarchical. The Executive Director is accountable only to the
18 Commission as whole, and not ~~to from~~ individual Commission member.

19 **(r) Employment of Personnel.** The Executive Director shall hire
20 other staff according to the staffing pattern approved by the Commission.
21 Employment of persons shall be in accordance with ~~17-GCA~~ § 27018 of
22 Title 17, Guam Code Annotated.

23 **(s) Budget.** Prior to October 1st of each year, the Executive Director
24 shall prepare, for approval and consideration by the Commission, a budget
25 for the following fiscal year. Upon appropriation by the *I Liheslaturan*
26 *Guahan*, the Commission shall make expenditures from this budget for the
27 purposes as stated.

1 **(t) Accounting Procedures**

2 **(1) Cash Receipts.** A receipt shall be issued for all money received
3 by the Commission. The Executive Director, or designated entity, shall
4 oversee all money paid to the Commission. The Executive Director shall
5 keep appropriate books on behalf of the Commission and shall record in the
6 Cash Receipt Book a record of all money received as stated in the law.

7 **(2) Cash Disbursements.** All cash disbursements shall be supported
8 by invoices or purchase orders. All cash disbursements shall be recorded in
9 the cash disbursement book.

10 **(3) Financial Reports.** Financial Reports shall be prepared and
11 disseminated by the Executive Director in accordance to the current
12 applicable General Appropriations Act. A copy of each report shall be
13 furnished to the Commission treasurer on or before the next regular
14 Commission meeting after submission.

15 **(4) Publications of the Commission.** The publications of the
16 Commission shall include but not be limited to:

17 (i) a roster showing the name of each certificate holder. The roster
18 shall be revised annually;

19 (ii) the complete current text of the laws, regulations and rules
20 governing educator certification; and

21 (iii) the Annual Report of the Commission which shall be published
22 no later than ninety (90) days after the end of the fiscal year.

23 ~~§8104. GCEC Rule 103.~~ **Issuance of Certificates, General**

24 **(a) Certificates, General.** The Certificates issued by the Commission
25 shall be those listed in these rules and regulations accompanied by their
26 specific certification requirements and subject to the provisions of these
27 rules and regulations.

1 **(b) Examination of General Knowledge.** All candidates for Guam
2 Professional Educator Certification, except for those listed in subsection
3 ~~GCEC Rule 103~~ (c) of this section, shall take and pass the test of essential
4 skills in reading, writing, and mathematics known as PRAXIS I. Applicants
5 shall designate that the Guam Certification Office receive official test scores
6 from ETS. Guam’s passing scores for PRAXIS are those scores for Guam as
7 published by ETS.

8 **(c) Exemption from Examination of General Knowledge**

9 **Requirement.** Candidates for the following certificates, due to their unique
10 specialization, shall be exempt from the Examination of General Knowledge
11 Requirement under subsection (b) of this section:

12 (1) all Certificates for ~~Chamorro~~ Language and Culture Teachers
13 under §8106 of this Chapter ~~GCEC Rule 105~~;

14 (2) all certificates issued for Basic Preschool ~~Head-Start~~ Teachers
15 provided under §8107 of this Chapter ~~GCEC Rule 106~~; and

16 (3) all certificates issued for Career and Technical Education
17 Teachers under §8108 of this Chapter ~~GCEC Rule 107~~;

18 **(d) Examination of Specialization or Content Area Knowledge.**

19 Where applicable, candidates for Guam Professional Educator Certification
20 shall pass an appropriate test for content area knowledge. Where no content
21 area test has been approved by the Commission, Guam’s content test passing
22 score shall be the Praxis II test passing score adopted by the State of Hawaii
23 or a score reflecting eighty (80%) percent pass rate of the average maximum
24 range respectively.

25 **(e) Examination of Pedagogical Knowledge.** Candidates for Guam
26 Professional Teacher Certification shall pass a test for pedagogical
27 knowledge.

1 **(f) Certification Validity Date.** A certificate shall be valid from the
2 date that the certificate is issued by the Guam Certification Office. The
3 length of certification of that particular certificate shall be specified by
4 GCEC rule, unless revoked, suspended, or extended by the Commission.

5 **(g) Renewal of Expired Certification.** Any person holding an
6 expired Guam Professional Certification is subject to the following:

7 (1) If such certification expired five (5) years or less from the date
8 of application for reinstatement, such person shall complete the requirements
9 for recertification specified in regulations in effect during the validity period
10 of the expired certificate; *or*

11 (2) If such certification expired ~~six (6) or more~~ than five (5) years
12 from the date of application for reinstatement, such certificate shall not be
13 eligible for renewal. The applicant must apply for initial certification
14 pursuant to current requirements.

15 **(h) Recency of Study:** All applicants seeking professional
16 certification must satisfy recency of study through one of the following
17 routes:

18 (1) Completion of six (6) semester hours or equivalent credits in
19 professionally related course work earned within five (5) years preceding the
20 date of application; or

21 (2) Completion of at least one (1) full year of acceptable school
22 experience (teaching, administrative, or program specialist) within five (5)
23 years preceding the date of application while working in ~~another~~ one of the
24 fifty states on a valid certificate issued by that state.

25 **(i) Basis for Certification.** College credits or degrees to be applied
26 towards fulfilling certification requirements must be from accredited
27 colleges or universities of the United States, or any of its administrative

1 jurisdictions notwithstanding any provisions to the contrary contained in
2 these rules.

3 **(j) Transcripts.** Official transcripts, furnished by the college or
4 university, shall be the basis for determining the educational qualifications
5 of an applicant for certification. Transcripts shall be forwarded from the
6 university or college to the Guam Certification Office *or* by the applicant in
7 an unopened, unaltered envelope sealed by the registrar.

8 **(k) Continuing Education Units.** Continuing Education Units (CEU)
9 may be used for recertification. For re-certification purposes, three (3) CEU
10 will equal to one (1) semester credit. The CEU cannot be used for degree
11 credit requirements. For Continuing Education Units (CEU's) to be counted
12 for recertification, they must be acquired from a program affiliated with a
13 regionally accredited institution.

14 **(l) Holders of Degrees from NCATE-Accredited Institutions.**
15 Holders of degrees in teacher preparation awarded by an institution
16 accredited by the National Council for Accreditation of Teacher Education
17 (NCATE) shall be eligible for an Initial Educator Certificate.

18 **(m) Interstate Reciprocity.** Individuals holding a valid state teaching
19 credential, such as a license or certificate, may qualify for an initial Guam
20 certificate with comparable endorsement areas provided such license is
21 issued by a state that has signed the NASDTEC Inter-State Agreement and is
22 a full credential without deficiencies; or holds national certification from the
23 National Board for Professional Teaching Standards (NBPTS).

24 **(n) Graduate of Foreign Institutions of Higher Learning.**
25 Graduates of foreign institutions of higher learning, to be granted a
26 certificate, must meet the Professional certification requirements of this
27 policy. The applicant's transcripts must be evaluated by an agency that is

1 capable of determining the country's educational system where the
2 coursework was completed. The list of agencies is available at the Guam
3 Certification Office. A credential evaluation report, including an
4 equivalency summary is required. A course-by-course evaluation including
5 the equivalency in United States semester credit hours and United States
6 grade equivalent is necessary. A detailed report is required for the GCEC to
7 be able to determine if an equivalent teacher education program has been
8 completed.

9 **(o) Related Work Experience.** A statement signed by an appropriate
10 authorized official of a school district or other employing agency shall be the
11 basis for determining the experience qualifications of an applicant for
12 certification.

13 **(p) Guam History or Culture.** All persons issued an educational
14 professional certificate and who have not completed a three (3) semester
15 credit course in Guam history or culture shall complete one (1) such course
16 during the first year after certification. Failure to meet this requirement shall
17 constitute sufficient cause to cancel the certificate until the deficiency is
18 corrected.

19 **(q) Special Policy for Incumbents as of the School Year 1953-54.**
20 Holders of certificates by the Guam Department of Education as of the
21 school year 1953-54 shall be given credit for years of successful experience
22 and for attendance at Guam Summer Institutes and normal school providing
23 they were of at least six (6) weeks duration and were operated by the
24 Department of Education. After that date, only college credits earned will be
25 credited toward certificates. ~~Credit shall be given for attendance at~~
26 ~~Institutions and normal schools previous to 1954 as designated in the~~
27 ~~certification table.~~

1 **(r) Masters Degree Equivalent for Certain Incumbents.** Those
2 incumbents of the Guam Department of Education who earned what is
3 known as “masters degree equivalent” status under the policies of the Guam
4 Education Policy Board between August 22, 1966 and August 8, 2007 shall
5 retain such a status for certification purposes.

6 **(s) Alternative Certification (Fast Track).** Individuals participating
7 in the concentrated course program focused on the Department of Education
8 ~~Guam Public School System~~ certification requirements known and referred
9 to as the “Fast Track Teacher Certification Program” shall waive student
10 teaching or internship teaching requirements with evidence of two (2) years
11 of documented and verifiable teaching experience. Teaching experience
12 shall be scholastic in nature and include college/university, vocational,
13 military, business sector, ~~and~~ or any other related area. Both years of
14 teaching experience must indicate satisfactory performance. *[Pursuant to*
15 *P.L. 29-02]*

16 **§8105. GCEC Rule 104. Certificates for Teachers, General.**

17 **(a) Temporary Teaching Certificate**

18 **(1) Minimum Qualifications.** A Temporary Teaching Certificate
19 may be issued to an applicant who presents evidence that he or she has
20 completed a Bachelor’s degree and a passing score on Praxis-I.

21 **(2) Length of Certification.** The length of certification of a
22 Temporary Teaching Certificate shall be two (2) years.

23 **(3) Renewability.** A Temporary Teaching Certificate may be
24 renewed one (1) time provided the applicant presents evidence of the
25 following:

1 (i) earned twelve (12) semester hours applicable to the
2 requirements of an Initial Educator Certificate, within the certification
3 validity period; and

4 (ii) satisfactory performance evaluation.

5 **(4) Holders issued certificates known as “Emergency” by the**
6 **Department of Education.** A holder of a certificate known as an
7 “Emergency” teaching certificate issued under Guam Education Policy
8 Board policies 1000.21, 1000.22, 1000.24, 1000.25, 1000.27, 1000.144; or
9 1000.20(B) may be issued a Temporary Educator Certificate under §8105
10 ~~GCEC Rule 104~~ (a) of this Chapter provided they meet the minimal
11 qualifications of the Temporary Educator Certificate and met the applicable
12 renewal requirements of the certificate issued under the respective policies
13 of the Board. Holders of Temporary Educator Certificates issued under this
14 Sub-rule shall be subject to renewal requirements of the Temporary
15 Educator Certificate.

16 **(b) Initial Educator Certificate.**

17 (1) **Minimum Qualifications.** An Initial Educator Certificate
18 may be issued to an applicant who presents evidence of the following:

19 (i) Earns a degree from a state-approved Educator Preparation
20 Program from an accredited college or university in ~~any~~ of the 50 United
21 States or its jurisdictions.

22 (ii) For non-education preparation program graduates, presents
23 evidence of successfully completing the following requirements: earns a
24 degree from an accredited college or university; or completion of an
25 approved program (in content area) from an accredited college or university;
26 and completes educational program aligned with Guam Professional Teacher
27 Standards.

1 (iii) Grade point average of 2.70 or higher.

2 (iv) Successfully passes Praxis I and Praxis II Principles of
3 Learning (PLT) tests.

4 (2) **Length of Certification.** The length of certification for an Initial
5 Educator Certificate shall be three (3) years. The certificate holder shall be
6 required to work as an Initial Educator for two (2) years in order to qualify
7 for a Professional Educator Certificate.

8 (3) **Renewability.** An Initial Educator Certificate shall not be
9 renewable.

10 (c) **Professional Educator Certificate.**

11 (1) **Minimum Qualifications.** A Professional Educator
12 Certificate may be issued to an applicant who presents the following
13 evidence:

14 (i) Fulfillment of all educational requirements for the Initial
15 Educator Certificate or the Initial Educator Chamorro Language and Culture
16 Teaching Certificate and provides evidence of the following:

17 (ii) Completion of requirements related to Guam History or
18 Guam Culture;

19 (iii) Completion of sixty (60) clock hours of professional
20 activities;

21 (iv) Satisfactory performance evaluation and/or completion of
22 Professional Growth Plan as approved by on-site administrator;

23 (v) Completion of a one-year mentorship in a Guam school;
24 and

25 (vi) Completion of two (2) years as an Initial Certificate
26 Holder.

1 (2) **Length of Certification.** The length of certification for a
2 Professional Educator Certificate shall be five (5) years.

3 (3) **Renewability.** A Professional Educator Certificate shall be
4 renewable for any number of times. Within the length of certification
5 provided herein, a person issued a Professional Educator Certificate shall be
6 considered in good standing to retain such certificate by presenting evidence
7 of the following:

8 (i) Completion of ninety (90) clock hours of professional activities
9 to include semester hours, Continuing Education Units, or Professional
10 Growth Plan requirements as acknowledged by administrator on-site; and

11 (ii) Satisfactory performance evaluation.

12 (4) **Holders of Professional I Certificates issued by the**
13 **Department of Education.** Notwithstanding subsection (c) of this section, a
14 Professional Educator Certificate may be issued to a holder of a valid or
15 recently expired “Professional I” Certificate issued under Guam Education
16 Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who
17 provides evidence of satisfactory teaching and ninety (90) clock hours of
18 professional activities within the Professional I certification period.

19 **(d) Master Educator Certificate**

20 **(a) Minimum Qualifications.** A Master Educator Certificate may
21 be issued to an applicant who presents evidence of the following:

22 (i) He or she meets all educational requirements for the Initial
23 Educator Certificate and the Professional Educator Certificate;

24 (ii) Has a minimum of at least five (5) years of satisfactory
25 teaching experience; and

26 (iii) Has earned a Master’s Degree and/or is a National Board
27 Certified Teacher.

1 **(b) Length of Certification.** The length of certification for a
2 Master Educator Certificate shall be ten (10) years.

3 **(c) Renewability.** A Master Educator Certificate shall be
4 renewable for any number of times. Within the length of certification
5 provided herein, a person issued a Master Educator Certificate shall be
6 considered in good standing to retain such certificate by presenting evidence
7 of the following:

8 (i) Completion of one hundred twenty (120) clock hours of
9 professional activities, to include semester hours, Continuing Education
10 Units, or Professional Growth Plan requirements as acknowledged by
11 administrator on site, and

12 (ii) Satisfactory performance evaluation.

13 **(d) Holders of Professional II Certificates issued by the**
14 **Department of Education.** A Master Educator Certificate may be issued to
15 holder of a “Professional II” Certificate issued under Guam Education
16 Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who
17 provides evidence of satisfactory teaching and ninety (90) clock hours of
18 professional activities within the Professional II certification period. No
19 Master Educator Certificate issued under this rule shall be renewed for an
20 applicant who does not provide evidence of having completed a Master’s
21 degree.

22 **(e) Professional Endorsement for Specialty Areas.** Educators
23 wishing to certify in multiple content areas or to add an additional area, are
24 able to apply for an endorsement on their existing certificate. To qualify for
25 an endorsement, the applicant must provide evidence of the successful
26 completion of fifteen (15) credit hours in the field. There will be an
27 additional charge for the endorsement which will last the term of the existing

1 certificate. Specialty areas for consideration are library science,
2 instructional technology, visually impaired, orientation and mobility, deaf
3 and hearing impaired, speech, media specialist, ~~ete~~ or other specialty areas
4 as approved by GCEC.

5 **§8106.** ~~GCEC Rule 105.~~ Certificates for *Chamorro* Language and Culture
6 Teachers

7 **(a) Temporary *Chamorro* Language and Culture Teaching**
8 **Certificate**

9 **(1) Minimum Qualifications.** A Temporary *Chamorro* Language
10 and Culture Teaching Certificate may be issued to an applicant who presents
11 evidence of completing thirty (30) semester hours of college credit, to
12 include at least six (6) semester hours of *Chamorro* language; *and*
13 proficiency in the language as established by the *Chamorro* Studies
14 Division of the Guam Department of Education.

15 **(2) Length of Certification.** The length of certification of the
16 Temporary *Chamorro* Language and Culture Certificate shall be two years
17 (2) years.

18 **(3) Renewability.** The Temporary *Chamorro* Language and Culture
19 Certificate may be renewed one (1) time provided that evidence of
20 satisfactory performance evaluation and proof of having earned twelve (12)
21 semester hours applicable to Initial Educator and/or *Chamorro* Language &
22 Culture Certificate requirements within the certification validity period.

23 **(b) Basic Educator *Chamorro* Language and Culture Teaching**
24 **Certificate.**

25 **(1) Minimum Qualifications.** Basic Educator *Chamorro*
26 Language and Culture Teaching Certificate may be issued to an applicant
27 who:

1 (i) presents evidence of completing sixty (60) semester hours of
2 college credit to include at least twelve (12) semester hours of *Chamorro*
3 language; and

4 (ii) demonstrates proficiency in the *Chamorro* language as
5 established by the Chamorro Studies Division of the Guam Department of
6 Education.

7 (2) **Length of Certification.** The length of certification of the Basic
8 Educator Chamorro Language and Culture Certificate shall be ~~one (1)~~ two
9 years.

10 (3) **Renewability.** Basic Educator Chamorro Language and
11 Culture Certificate may be renewed any number of times provided the
12 certificate holder submits:

13 (i) evidence of satisfactory performance evaluation; and

14 (ii) evidence of six (6) or more semester hours of college credit
15 applicable to Initial Educator and/or *Chamorro* Language and Culture
16 Teaching Certificate requirements within the validity of certificate.

17 (c) **Initial Educator Chamorro Language and Culture Teaching**
18 **Certificate.**

19 (1) **Minimum Qualification.** The Initial Educator *Chamorro*
20 Language and Culture Teaching Certificate may be issued to an applicant
21 who, in addition to meeting such certificate's minimum experience and
22 *Chamorro* Language requirements, presents evidence of completing a
23 Bachelor's degree and fulfilling the requirements for ~~an~~ educational degree
24 credits .

25 (2) **Length of Certification.** The length of certification of the
26 Initial Educator Chamorro Language and Culture Certificate shall be three
27 (3) years.

1 (3) **Renewability.** The Initial Educator ~~Chamorro~~ Language and
2 Culture Teaching Certificate is non-renewable. The holder of a ~~Chamorro~~
3 Language and Culture Teaching Certificate, on or before expiration date,
4 shall apply for Professional Certificate as per the requirements in §8105
5 ~~GCEC 104~~ (c) of this Chapter.

6 **§8107.** ~~GCEC Rule 106.~~ Certificates for Head Start Teachers.

7 **(a) ~~Temporary Head Start Certificate~~**

8 (1) ~~Minimum Requirements.~~ An associate degree in early
9 childhood education; or an associate degree in a field related to early
10 childhood education and coursework equivalent to a major relating to early
11 childhood education, with one (1) year experience teaching preschool-age
12 children. The degree must be from a regionally accredited post-secondary
13 learning institution.

14 (b) ~~Length of Certification.~~ The length for a Temporary Head Start
15 Certificate is two (2) years.

16 ~~Renewability.~~ The Temporary Head Start Certificate may be renewed
17 two (2) times with evidence of satisfactory performance evaluation; and
18 proof of having earned twelve (12) or more semester hours of college credit
19 per year applicable to requirements for a bachelor's degree in Early
20 Childhood Education, or related field.

21 **Basic Educator Preschool Head Start Certificate**

22 (1) ~~Minimum Requirements.~~ A baccalaureate or advanced degree in
23 any field and coursework equivalent to a major relating to early childhood
24 education from a regionally accredited institution; and a minimum of six (6)
25 months experience teaching pre-school children; or

26 A baccalaureate degree in any field and has been admitted into the
27 Teach for America program, passed a rigorous early childhood content exam

1 by ETS, participated in a Teach for America summer training institute that
2 includes teaching preschool children and is receiving ongoing professional
3 development and support from Teach for America's professional staff.

4 An associate degree in early childhood education; or an associate degree in a
5 field related with equivalent to a major relating to early childhood education,
6 with one (1) year experience teaching preschool-age children, or a
7 baccalaureate degree or advanced degree in early childhood education, and
8 has not taken and /or passed the PRAXIS I, or a baccalaureate or advanced
9 degree in a related field and coursework equivalent to a major related to
10 early childhood education and experience teaching preschool-aged children
11 and has not taken and/or passed PRAXIS I. The degree must be from a U.S.
12 regionally accredited post-secondary learning institution.

13 (2) **Length of Certification.** The length of certification of a Basic
14 Educator Preschool Head-Start Certificate shall be ~~four (4)~~ three (3) years.

15 (3) **Renewability.** The Basic Educator Head-Start Certificate may be
16 renewed any number of times with evidence of satisfactory performance
17 evaluation; by the administrator; and ~~eighty (80) hours of in-service training~~
18 ~~initiated or by the Head Start program of the Guam Department of~~
19 ~~Education. The holder of a Basic Teaching Certificate, fifteen (15) clock~~
20 ~~hours of Head Start specific in-service professional development that is~~
21 ~~classroom focused and regularly evaluated by the Head Start program of the~~
22 ~~Guam Department of Education on or before expiration date, may apply for~~
23 ~~Initial Certificate as per the requirements in GCEC 104 (e). The holder of a~~
24 ~~Basic Educator Preschool Certificate, on or before expiration date, may~~
25 ~~apply for Initial Educator Certificate as per the requirements in §8105 (c) of~~
26 ~~this Chapter.~~

1 **§8108.** ~~GCEC Rule 107.~~ Certificates for Career Technical Education
2 (CTE) Teachers.

3 **(a) Temporary Career Technical Education (CTE) Teaching**
4 **Certificate.**

5 **(1) Minimum Requirements.** The Temporary CTE Teaching
6 Certificate may be issued to an applicant who presents evidence of
7 graduation from high school or a GED Equivalence, and must have
8 completed eight (8) years of full-time employment in a recognized trade in
9 the area of specialty.

10 **(2) Length of Certification.** The length of certification of a
11 Temporary CTE Teaching Certificate shall be two (2) years.

12 **(3) Renewability.** The Temporary CTE Teaching Certificate may be
13 renewed one (1) time with evidence of satisfactory performance evaluation
14 and completion of six (6) semester hours in career and technical education.

15 **(b) Basic Educator Career Technical Education Teaching**
16 **Certificate**

17 **(1) Minimum Requirements.** The Basic Educator CTE Teaching
18 Certificate may be issued to an applicant who, presents evidence of either of
19 the following educational qualifications: Completion of an Associate Degree
20 in the area of specialty and at least twelve (12) semester hours of credit in
21 CTE teaching methods, CTE curriculum, CTE Assessment, CTE philosophy
22 and CTE laboratory management; *or*

23 Completion of an Associate Degree in Education with at least
24 eighteen (18) credit hours in area of specialty and twelve (12) semester
25 hours in career and technical education.

1 **(2) Length of Certification.** The length of certification of a Basic
2 Educator Career Technical Education Teaching Certificate shall be three (3)
3 years.

4 **(3) Renewability.** The Basic Educator Career Technical Education
5 Teaching Certificate may be renewed any number of times with evidence of
6 satisfactory completion of at least twelve (12) semester hours towards a
7 Bachelor’s degree in Basic Technical Education or in the area of specialty
8 and satisfactory performance evaluations.

9 **(c) Professional Educator Career Technical Education Teaching**
10 **Certificate**

11 **(1) Minimum Requirements.** The Professional Educator Career
12 Technical Education Teaching Certificate may be issued to an applicant
13 who:

14 (i) presents evidence of a Bachelor’s Degree in a Technical area
15 of specialty, such as Industrial Technology, Career and Technical Education,
16 Technology Education, Industrial Arts, or Engineering, and including at
17 least twenty four (24) semester hours in Career Technical Education; and

18 (ii) presents evidence of either of the following: One (1) year
19 verifiable work related technical experience beyond the apprenticeship or
20 learner level in the area of the technical specialty to be taught; or

21 (iii) One (1) year recent successful teaching experience in the
22 technical specialty area for which the candidate was professionally trained.

23 **(2) Length of Certification.** The length of certification of a
24 Professional Educator Career Technical Education Teaching Certificate shall
25 be five (5) years.

1 **(3) Renewability.** The Professional Educator Career Technical
2 Education Teaching Certificate may be renewed any number of times by
3 providing evidence of either of the following:

4 (i) ~~official transcripts for~~ six (6) graduate credits or six (6)
5 professionally related undergraduate semester hours; and satisfactory
6 performance evaluations; *or*

7 (ii) eighteen (18) Continuing Education Units (CEU's) or a
8 combination of academic credits and CEU's completed within validity
9 period of ~~expired~~ certificate and two hundred forty (240) hours of relevant
10 industry experience; and

11 ~~(iii)~~ satisfactory performance evaluations.

12 **§8109. GCEC Rule 108. Certificates for Reading Specialists.**

13 **(1) Minimum Qualifications.** A Reading Specialist Certificate
14 may be issued to an applicant who presents evidence that he or she has
15 passed the Praxis II (Reading Specialist -0300) exams assessment;
16 completed a Master's Degree in Language and Literacy/Reading as aligned
17 with International Reading Association (IRA) standards; completed three (3)
18 years of successful teaching experience in the area of reading and/or
19 language arts; and successful earned ninety (90) semester hours of
20 supervised internship or practicum within the Pre K – 12 levels.

21 **(2) Length of Certification.** The length of certification of a
22 Reading Specialist Certificate shall be five (5) years.

23 **(3) Renewability.** The Reading Specialist Certificate may be
24 renewed any number of times provided the holder presents evidence of a
25 satisfactory performance evaluation and the following within the
26 certification validity period:

1 (i) Earned six (6) graduate credits related to the field of literacy
2 (i.e. reading, writing, English Second Language (ESL), linguistics) that meet
3 state-approved standards for graduate level literacy courses; or

4 (ii) Ninety (90) clock hours of Professional Growth activities
5 aligned with IRA standards verified by site administrator; or

6 (iii) Any combination of credits and professional activities
7 equivalent to ninety (90) clock hours.

8 **§8110. GCEC Rule 109. Certificates for School Administrators.**

9 **(a) Initial Administrator Certificate**

10 **(1) Minimum Qualifications.** An Initial Administrator
11 Certificate may be issued to an applicant who presents evidence that he or
12 she has completed a Master's Degree; five (5) years of full-time classroom
13 teaching experience; completion of an approved school administration
14 program; and a passing score on the School Leaders Licensure Assessment
15 (SLLA). The passing score shall be determined by the Commission.

16 The approved school administration program includes skills for K-12
17 school-level ~~building~~ principal; and that it is aligned with the Guam School
18 Administrator Standards; or program is from a college or university within
19 any of the fifty states or administrative jurisdictions and whose advance
20 degree has been awarded by an institution accredited by the National
21 Council for Accreditation of Teacher Education.

22 **(2) Length of Certification.** The length of certification for an Initial
23 Administrator Certificate shall be three (3) years.

24 **(3) Renewability.** The Initial Administrator Certificate is not
25 renewable.

26 **(4) Mentorship Requirement.** During the certification period and to
27 be eligible for the Professional Administrator certificate, the holder of an

1 Initial Administrator Certificate shall provide evidence of completing a
2 mentorship of not less than one (1) year, during the initial certification
3 period, in a Guam school.

4 **(b) Professional Administrator Certificate**

5 **(1) Minimum Qualifications.** A Professional Administrator
6 Certificate may be issued to an applicant who presents evidence that he or
7 she has successfully completed all Initial Administrator requirements; has
8 completed three (3) years of school level administrative experience; presents
9 evidence of satisfactory performance evaluation by the administrator; and
10 has completed sixty (60) hours of professional activities.

11 **(2) Length of Certification.** The length of certification for a
12 Professional Administrator Certificate shall be five (5) years.

13 **(3) Renewability.** The Professional Administrator Certificate is
14 renewable any number of times. The applicant shall complete or provide
15 ninety (90) hours of professional growth activities; a Professional Growth
16 Plan concurred by the appropriate superintendent or immediate supervisor
17 and/or satisfactory performance evaluation by supervisor.

18 **Special Policy for Holders of “Professional I” Certificates issued**
19 **through the Guam Department of Education.** All holders of certificates
20 known as the “Professional I” certificate issued under the Guam Education
21 Policy Board’s policy known as “1000.41 Administration and Supervision
22 Certification” prior to April 21, 2009 shall be considered to have met the
23 pre-requisite requirements for a Professional Administrator Certificate under
24 these rules *provided* they met the renewal requirements of the Board’s said
25 policy.

26 **(c) Master Administrator Certificate**

1 **(1) Minimum Qualifications.** A Master Administrator Certificate
2 may be issued to an applicant who presents evidence that he or she has
3 successfully completed all Professional Administrator requirements; has
4 completed thirty (30) graduate credits in school leadership or a related field
5 beyond the Master’s Degree; presents evidence of satisfactory performance
6 approved by the administrator; and has completed ninety (90) hours of
7 professional activities.

8 **(2) Length of Certification.** The length of certification for a
9 Master Administrator Certificate shall be ten (10) years.

10 **(3) Renewability.** The Master Administrator Certificate is
11 renewable any number of times. A certificate holder shall provide evidence
12 of completing one hundred twenty (120) hours of professional growth
13 activities during the certification period; and presents evidence of
14 satisfactory performance approved by the administrator.

15 **Special Policy for Holders of Master Certificates issued through**
16 **the Guam Department of Education.** All holders of certificates known as
17 the “Professional II” or “Professional III” certificate issued under the Guam
18 Education Policy Board’s policy known as “1000.41 Administration and
19 Supervision Certification” prior to April 21, 2009 shall be considered to
20 have met the pre-requisite requirements for a Master Administrator
21 Certificate under these rules *provided* they met the renewal requirements of
22 the Board’s said policy.

23 **§8111. ~~GCEC Rule 110.~~ Endorsements for School Librarians**

24 **(a) Temporary School Librarian Endorsement**

25 **(1) Minimum Qualifications.** A Temporary School
26 Librarian Endorsement may be issued to an applicant who presents evidence
27 that he or she is a certified teacher with a minimum of five (5) years of full-

1 time teaching experience and has completed six (6) semester hours in library
2 science.

3 **(2) Length of Endorsement.** The length of endorsement of a
4 Temporary School Librarian Endorsement shall be two years (2).

5 **(3) Renewability.** A Temporary School Librarian
6 Endorsement may be renewed two (2) times provided that evidence of
7 satisfactory evaluations as a school librarian and an official transcript which
8 indicates six (6) semester hours toward professional school librarian
9 endorsement has been acquired ~~per year~~.

10 **(b) Professional School Librarian Endorsement.**

11 **(1) Minimum Qualifications.** Professional School Librarian
12 Endorsement may be issued to an applicant who presents evidence that he or
13 she is a certified teacher; has completed at least twenty-four (24) semester
14 hours of library science courses aligned with American Library Association
15 (ALA) and/or American Association of School Librarians (AASL) standards
16 (in classification and cataloging; selection and acquisition of library
17 materials; library/media administration; reference services; application of
18 library automation and information access; internship or practicum) or has
19 received a certificate of completion from a certified library science program
20 from a regionally accredited university; presents evidence that he or she
21 completed five (5) years of teaching experience; and presents evidence of a
22 satisfactory evaluation from the administrator.

23 **(2) Length of Endorsement.** The length of endorsement of a
24 Professional School Librarian Endorsement shall be the same as the educator
25 certificate held by the applicant.

26 **(3) Renewability.** A Professional School Librarian Endorsement
27 may be renewed any number of times provided that he or she presents







1 evidence of satisfactory service as a school librarian; completion of ninety
2 (90) hours of professional activities to include semester hours in courses that
3 will enhance the school librarian's work (such as courses in specific content
4 areas, education courses, and library science courses); and Continuing
5 Education Units, or Professional Growth Plan requirements, as approved by
6 the administrator that have been acquired within the preceding five (5) years.

7 **§8112. ~~GCEC Rule 111.~~ Certificates for School Counselors.**

8 **(a) Temporary School Counselor Certificate**

9 **(1) Minimum Qualifications.** A Temporary School Counselor
10 Certificate may be issued to an applicant who presents evidence that he or
11 she has completed the following requirements:

12 Earned a Bachelor's degree from a state approved college/university
13 in Education, Psychology, Social Work, or field related to School
14 Counseling; and
15 successfully passed Praxis I (PST).

16 **(2) Length of Certification.** The length of certification of a
17 Temporary School Counselor Certificate shall be two (2) years.

18 **(3) Renewability.** A Temporary School Counselor Certificate
19 shall not be renewable.

20 **(b) Initial Counselor Certificate.**

21 **(1) Minimum Qualifications.** An Initial School Counselor
22 Certificate may be issued to an applicant who presents evidence that he or
23 she has completed the following requirements:

24 (i) Earned a Bachelor's degree from a state approved
25 college/university in Education, Psychology, Social Work, or field related to
26 School Counseling;

1 (ii) Successfully passed Praxis I (PST) *and* Praxis II
2 (Counseling);

3 (iii) Completion of an approved graduate level program in
4 School Counseling as aligned with CACREP Common Core Areas and
5 School Counseling Domains;

6 (iv) Internship in School Counseling with ninety (90) hours
7 of University/College supervised field based counseling experiences in K-12
8 settings.

9 **(2) Length of Certification.** The length of certification of an
10 Initial School Counselor Certificate shall be ~~two (2)~~ three (3) years.

11 **(3) Renewal Requirement.** An Initial School Counselor
12 Certificate shall not be renewable.

13 **(c) Professional Counselor Certificate**

14 **(1) Minimum Qualifications.** A Professional School Counselor
15 Certificate may be issued to an applicant who presents evidence that he or
16 she has completed the following requirements:

17 (i) Earned a Master's Degree in School Counseling; or meets
18 all Initial Counselor prerequisites and have an advanced degree;

19 (ii) Successfully passed PRAXIS I (PST);

20 (iii) Two hundred (200) hours of supervised field-based
21 experiences in K-12 settings;

22 (iv) Two (2) years satisfactory School Counseling;

23 (v) A Professional Growth Plan acknowledged by site
24 administrator; and

25 (vi) One (1) year of satisfactory classroom teaching or three
26 hundred sixty (360) hours of K-12 counseling related classroom
27 teaching/sessions.

1 **(2) Length of Certification.** The length of certification of a
2 Professional School Counselor Certificate shall be five (5) years.

3 **(3) Renewal Requirement.** A Professional School Counselor
4 Certificate may be renewed with the completion of ninety (90) hours of
5 professional counseling related activities within the five (5) – year period; a
6 Professional Growth Plan acknowledged by site administrator; and a
7 satisfactory performance evaluation.

8 **(d) Master School Counselor Certificate**

9 **(1) Minimum Qualification.** A Master School Counselor
10 Certificate may be issued to an applicant who presents evidence that he or
11 she has completed the following requirements:

12 (i) Earned a Master’s degree in School Counseling;

13 (ii) Seven (7) years satisfactory counseling in K-12 setting;

14 (iii) Two (2) years satisfactory classroom teaching in K-12
15 settings; or seven hundred twenty (720) hours of K-12 counseling related
16 classroom teaching/sessions; and

17 (iv) Fifteen (15) categorical graduate credits beyond the
18 Master’s Degree in Counseling and/or related field (i.e. education,
19 psychology, etc.)

20 **(2) Length of Certification.** The length of certification of a
21 Masters School Counselor Certificate shall be ten (10) years.

22 **(3) Renewal Requirement.** A Master’s School Counselor
23 Certificate may be renewed upon completion of one hundred twenty (120)
24 hours of professional counseling related activities within the ten (10) year
25 period; a Professional Growth Plan acknowledged by site administrator; and
26 a satisfactory performance evaluation.

27 §8113. ~~GCEC Rule 112.~~ **Extension on Certification.**

1 **(a) Time Extension, General.** The Executive Director may grant a
2 one-time extension of up to one (1) year in the time validity of an educator
3 certificate, in accordance with ~~Sub-rules~~ subsections (b) and (c) of this ~~rule~~
4 section, to provide relief from the strict application of the terms of
5 requirements relating to educator certification renewal. However, the
6 Executive Director shall not grant an extension under this policy for the
7 requirements to complete a three (3) semester credit course in Guam history,
8 or Guam Culture, within the first year after the person's certification,
9 pursuant to ~~17-GCA~~ §5105 of Title 17, Guam Code Annotated. Nor shall the
10 Executive Director grant extensions under this policy that are contrary to any
11 other law. Any individual granted an extension under this section shall
12 complete all the requirements for recertification within the extension period.

13 **(b) Standing Committee on Appeals.** The GCEC ~~will~~ shall establish
14 a standing committee on appeals for extension of certifications. The GCEC
15 chair ~~will~~ shall appoint three members to this committee.

16 **(c) Processing of Extension Requests.** All requests for extensions
17 must be submitted in writing to the GCEC ~~Administrator~~ Office.

18 (1) If the request is within the purview, the Executive Director ~~s/he~~
19 will act on it within five (5) working days.

20 (i) If recommended for approval, the ~~administrator~~ Executive
21 Director will report the action to the Standing committee on Appeals. The
22 approval must be countersigned by the GCEC chair.

23 (ii) If denied, the ~~administrator~~ Executive Director will provide a
24 written explanation of the denial to the applicant. The applicant can appeal
25 to the GCEC Standing Committee on Appeals within ten (10) working days
26 of receipt of notice of denial.

1 (2) If it is not within the purview of the ~~administrator~~ Executive
2 Director, it will be channeled to the Appeals Committee within five (5)
3 working days. The GCEC Administrator will forward the file (request,
4 rejection notice and any other pertinent information) to the Appeals
5 committee. It will act on it within ~~30~~ twenty (20) working days at the
6 Appeals Committee meeting and provide a recommendation to the GCEC at
7 the next regularly scheduled meeting. The Appeals Committee may request
8 to meet with the applicant.

9 (3) The GCEC will act on the recommendation of the Appeals
10 Committee at the next regular meeting following established agenda
11 guidelines:

12 (i) If denied, the educator has ten (10) working days to exercise
13 his/her right to a final reconsideration, by providing additional
14 documentation to the Appeals committee via the GCEC office.

15 (ii) At the next regularly scheduled GCEC meeting, the educator
16 can make a five (5) minute presentation to the GCEC that includes any
17 additional factors that have not been presented.

18 (iii) If no additional documentation is provided, the request for
19 reconsideration is denied.

20 (iv) The commission will vote on the final reconsideration. The
21 request for reconsideration cannot be further appealed.

22 **(d) Reporting of Requests.** All actions by either the ~~Administrator~~
23 Executive Director or Appeals committee on requests for extensions of
24 certificates must be reported at the regular GCEC meetings.

25 **(e) Length of Extensions.** All approved requests will follow the
26 established policies for length of extensions.

1 **(f) Conditions for Extension.** Every effort shall be made to make the
2 request within thirty (30) calendar days of the expiration of the certificate
3 date. The time extension provided in ~~Sub-rule~~ subsection (a) of this ~~Rule~~
4 section may be granted to any individual holding an educator certificate, if
5 one of the conditions below applies to the certificate holder during the
6 validity period of the certificate:

7 (i) The certificate holder suffered a medical condition which
8 prevented him or her from satisfying the requirements for renewal of his
9 certificate and such individual provides written proof from a licensed
10 physician that he or she suffered such medical condition, including the
11 duration of the medical condition.

12 (ii) The certificate holder has been on active duty in the military and
13 provides his or her form DD-214 verifying dates of service preventing him
14 or her from satisfying the requirements for renewal of his certificate.

15 (iii) Personal or immediate family member medical expenses incurred
16 by the certificate holder which were not covered under a plan of health
17 insurance caused financial hardship on the certificate holder, preventing him
18 or her from meeting the financial requirements (i.e. tuition for courses) for
19 certificate renewal. For purposes of this subsection, the holder shall
20 maintain, for review by the Commission, records, receipts or letters from his
21 or her insurance company, health care provider or any other relevant entity
22 indicating such financial hardship.

23 (iv) A Commission administrative problem prevented the certificate
24 holder from complying with the requirements for renewal of his or her
25 certificate and the Executive Director of the Commission determines that the
26 administrative problem is adequate to justify the extension.

1 (v) The certificate holder has been unable to secure employment or
2 experience relevant to a specific employment or experiential requirement for
3 renewal of his certificate, and such inability has prevented him or her from
4 satisfying such requirement. For purposes of this subsection, the holder shall
5 maintain a list of schools or school districts contacted, including dates, and a
6 detailed written explanation thereof.

7 (vi) The certificate holder, because of extreme hardship or other
8 circumstances beyond his or her control was unable to complete the
9 requirements for renewal of certification. For purposes of this subsection,
10 the Commission may require from the certificate holder, evidence of the
11 extreme hardship.

12 §8114. GCEC Rule 113. Fees.

13 (a) **Disposition of Fees.** Fees collected for the issuance and
14 maintenance of educator certificates shall be used to carry out the goals and
15 objectives of the Guam Commission for Educator Certification to include
16 the daily operations of the Guam Certification Office. Such fees may be
17 expended for, but not limited to; the following appropriation classifications:
18 Personnel Services; Operations; Utilities; and Capital Outlay.

19 (b) **Application Fee.** Every application for a certificate hereunder
20 shall be accompanied by an application fee. The application fee for review
21 for certification shall be equal to the certification fee. If the applicant for
22 initial certification fulfills all the requirements, the certification fee will be
23 reduced by fifty percent (50%). If the applicant needs to complete additional
24 requirements for certification, the application fee will be required upon
25 resubmission of application. Out-of-state application fees will incur an
26 additional Twenty Five dollars (\$25.00) for evaluation. The application fee
27 for renewal of certificates shall be equal to the certification fee, with no

1 reduction in the certificate fee. The cost for the certificate will be Five
 2 Dollars (\$5.00) per year regardless of the length of certificate. The
 3 application fee is non-refundable.

4 (c) **Endorsement Fee.** An endorsement of a second content area
 5 may be added to an educator certificate at any time during the term of the
 6 certificate. A temporary endorsement will be added to a certificate with
 7 evidence of six (6) credit hours in the content area and a payment of a Ten
 8 Dollars (\$10.00) fee. To receive a professional endorsement, the applicant
 9 must provide evidence of successful completion of at least fifteen (15) credit
 10 hours in the content or twenty four (24) credits in the case of library science.
 11 The professional endorsement fee will be Twenty Five Dollars (\$25.00) and
 12 will remain with the primary certificate through any renewal, with the
 13 payment of the additional fee.

14 Each certificate prescribed by this Rule shall be as follows:

| CERTIFICATE CATEGORY | APPLICATION FEE | INITIAL CERTIFICATE | RENEWAL CERTIFICATE | LENGTH OF CERTIFICATE |
|------------------------------|---------------------------|---------------------------|------------------------------|-----------------------|
| 1. Temporary | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 2. Initial Educator | \$15.00 | \$15.00 (50%) | NONE | 3 years |
| 3. Professional Educator | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 4. Master Educator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 5. Temporary Chamorro | \$5.00 \$10.00 | \$5.00 \$10.00 | \$5.00 \$10.00 | 2 years |
| 6. Basic Educator Chamorro | \$5.00 \$10.00 | \$5.00 \$10.00 | \$5.00 \$10.00 | 4 2 years |
| 7. Initial Educator Chamorro | \$15.00 | \$15.00 | NONE | 3 years |

| | | | | | |
|---------------|--|----------------------------|-------------------------------|----------------------------|---|
| 8. | Temporary Head Start | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 8. | Basic Educator Head Start Preschool | \$10.00 \$15.00 | \$10.00 \$15.00 | \$10.00 \$15.00 | 4 <u>3</u> years |
| 9. | Temporary CTE | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 10. | Basic Educator CTE | \$15.00 | \$15.00 | \$15.00 | 3 years |
| 11. | Professional Educator CTE | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 12. | Reading Specialist | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 13. | Initial | \$15.00 | \$15.00 | <u>NONE</u> | 3 years |
| 14. | Professional Administrator | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 15. | Master Administrator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 16. | Temporary Library Endorsement | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 17. | Professional Endorsement | \$25.00 | \$25.00 | \$25.00 | Term of <u>Primary Teaching Certificate</u> |
| 18. | Temporary Counselor | \$10.00 | \$10.00 | <u>NONE</u> | 2 years |
| 19. | Initial Counselor | \$10.00 \$15.00 | \$10.00 \$15.00 | <u>NONE</u> | 2 <u>3</u> years |
| 20. | Professional Counselor | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 21. | Master Counselor | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 22. | Replacement | | | \$10.00 | |

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§8115. GCEC Rule 114 Disciplinary Action

1 **(a) Complaints.** Proceedings to suspend or to revoke an individual's
2 certificate may be initiated by any person who may press or prefer charges
3 of immoral or unprofessional conduct, evident unfitness for teaching; or
4 evident unsatisfactory performance; or persistent defiance of, and refusal to
5 obey laws, these rules and regulations, the ~~approved~~ GCEC Educator Code
6 of Ethics.

7 (1) Any and all charges presented against holder of holding a
8 certificate must be made in writing, ~~sworn to by the person or persons~~
9 ~~making them before a Notary Public~~ and shall be filed with the Secretary of
10 the Commission.

11 (2) All charges made ~~should~~ shall include the following: the name
12 and address of the complainant and the accused respondent, a ~~concise~~
13 statement of the complaint with facts supporting the allegation ~~that a~~
14 ~~violation has occurred and a statement of the relief sought.~~ The
15 complainant shall sign the complaint witnessed by a Notary Public.

16 ~~(3) Complaints may also be initiated by any member of the~~
17 ~~Commission, procedures available at office, where only submittal of facts~~
18 ~~or documents. Such submittals shall be without opinion. The submitting~~
19 ~~Commission member may participate in actions pertaining to the matter~~
20 ~~without prejudice provided opinions were not included with the submittals.~~

21 ~~(3)~~ (4) Prior to any disciplinary action being taken, the Commission
22 may negotiate a Settlement of the charges.

23 ~~(5) If no response is received by the Commission by the due date,~~
24 ~~the Commission may proceed on the Accusation without a hearing.~~

25 **(b) Summons and Complaint.**

1 (1) In the event the Commission determines that a probable cause
2 exists, the Legal Counsel of the Commission shall be requested to prepare a
3 summons and complaint.

4 (2) The summons and complaint shall be personally served or
5 mailed to the last known address of the individual holding a certificate at
6 least thirty (30) calendar days before the date fixed for hearing. If mailed, a
7 return receipt shall be requested.

8 (3) The summons and complaint shall show the time, place and
9 nature of the hearing, a statement of legal authority and jurisdiction under
10 which the hearing is to be held, reference to the particular section of
11 statutes and/or rules involved, and a short and plain statement of the
12 matters asserted. The notice of the summons and complaint shall indicate
13 that at any hearing the accused individual registrant or firm holding a
14 certificate shall have the right to appear in person or be represented by
15 counsel or both to cross-examine witnesses in his or her or its defense and
16 to produce evidence and witnesses of his or her or its defense. If the
17 accused person ~~or corporation~~ fails or refuses to appear, the Commission
18 may proceed to hear and determine the validity of the charges. The notice
19 shall be in substantial compliance with the requirements of the laws of ~~this~~
20 Territory Guam.

21 **(c) Evidentiary Matters.** The Commission shall follow the
22 Administrative Adjudication Act on this matter.

23 **(d) Conduct of Hearing.** The Commission shall follow the
24 Administrative Adjudication Act wherein ~~either~~ the Legal Counsel shall
25 hear the case and make recommendations to the Commission, ~~or where the~~
26 ~~Commission hears the case, the hearing officer shall act as the judge.~~

1 (e) **Order Decision of the Commission.** The Commission shall
2 issue a decision within thirty (30) calendar days of receipt of
3 recommendation from Legal Counsel ~~an order as soon as possible from the~~
4 ~~date of the final hearing.~~

5 (f) **Discipline.** Upon order by the Commission in which the
6 accused ~~respondent~~ is found guilty of the charges, the Commission may
7 issue a reprimand, suspend, ~~and~~ or refuse to renew the individual's
8 certificate; or revoke certification immediately. At its discretion, the
9 Commission may stay, permanently or temporarily, the execution of its
10 order conditioned on any provision that the Commission believes
11 appropriate under the circumstances for the case.

12 **§8116. ~~GCEC Rule 115.~~ Code of Ethics.**

13 **(a) Educators.**

14 **PRINCIPLE I: Commitment to the Students.** The educator strives
15 to help each student realize his or her potential as a worthy and effective
16 member of society. The educator therefore works to stimulate the spirit of
17 inquiry, the acquisition of knowledge and understanding, and the
18 thoughtful formulation of worthy goals. In fulfillment of the obligation to
19 the students, the educator:

20 (1) Shall treat all students with respect and dignity.

21 (2) Shall provide students with opportunities for expansion of ideas
22 and support their varying perspectives.

23 (3) Shall make reasonable effort to protect students from conditions
24 harmful to learning or to health and safety.

25 (4) Shall maintain a professional relationship with students.

1 (5) Shall maintain confidentiality of students obtained in the course
2 of professional service unless disclosure serves a compelling professional
3 purpose or is required by law.

4 (6) Shall not deliberately suppress or distort subject matter relevant
5 to students' progress.

6 (7) Shall not intentionally expose students to embarrassment or
7 disparagement.

8 (8) Shall not on the basis of race, color, creed, sex, national origin,
9 marital status, political or religious beliefs, family, social or cultural
10 background, or sexual orientation, unfairly:

11 (i) Exclude any student from participation in any program.

12 (ii) Deny benefits to any student.

13 (iii) Grant any advantage to any student.

14 **PRINCIPLE II: Commitment to the Profession.** The education
15 profession is vested by the public with a trust and responsibility requiring
16 the highest ideals of professional service. In the belief that the quality of
17 the services of the education profession directly influences the nation and
18 its citizens, the educator shall exert every effort to raise professional
19 standards, to promote a climate that encourages the exercise of professional
20 judgment, to achieve conditions that attract persons worthy of the trust to
21 careers in education, and to assist in preventing the practice of the
22 profession by unqualified persons. In fulfillment of the obligation to the
23 profession, the educator:

24 (1) Shall act with integrity and treat all colleagues with respect and
25 dignity.

26 (2) Shall maintain the positive and professional image of educators
27 in the community.

1 (3) Shall maintain confidentiality of colleagues obtained in the
2 course of professional service unless disclosure serves a compelling
3 professional purpose or is required by law.

4 (4) Shall not knowingly make false or malicious statements about a
5 colleague.

6 (5) Shall not in an application for a professional position deliberately
7 make false statement or fail to disclose a material fact related to
8 competency and qualification.

9 (6) Shall not misrepresent his/her professional qualifications.

10 (7) Shall not assist any entry into the profession of a person known
11 to be unqualified in respect to character, education, or other relevant
12 attribute.

13 (8) Shall not knowingly make a false statement concerning the
14 qualifications of a candidate for a professional position.

15 (9) Shall not accept any gratuity, gift, or favor that might impair or
16 appear to influence professional decisions or action.

17 **(b) Sanctions.** Major violation of any of these principles shall
18 subject the individual to revocation or suspension of the individual
19 educator's certificate, or other sanctions as stipulated by law or GCEC rule.

20 **(c) Commissioners Code of Ethics**

21 The Guam Commission for Educator Certification is responsible for
22 ensuring the public that educators working in the Guam schools meet high
23 standards. Therefore, the Commissioners confirm their commitment to this
24 goal through high standards of behavior, recognizing the responsibility they
25 hold to the future of the Island. The Code of Ethics is the guideline for the
26 behavior of standards of the Commissioners.

27 (1) Commission members shall maintain the integrity of their

1 position as representatives of the Guam Commission for Educator
2 Certification.

3 (2) Commission members will make every effort to be prepared,
4 punctual, in attendance at and participate in every Commission meeting.

5 (3) Commission members who are representing agencies will ensure
6 that a representative will be designated to attend meetings; in addition, the
7 choice of designee will be consistent to maintain continuity.

8 (4) Commission members will encourage free expression of opinion
9 by all Commission and committee members, and staff, while maintaining
10 the confidentiality of personnel issues discussed in committee or as a
11 Commission.

12 (5) Commission members shall conduct meetings in an orderly
13 manner, follow rules of order, and through their demeanor and words,
14 maintain the dignity of all Commission members. In addition, any
15 Commission member shall act as a spokesperson for the Commission when
16 specifically authorized to do so.

17 (6) Commission members shall work together with a sense of
18 collegiality and cooperation, both in their meetings as a whole and in sub
19 committees.

20 (7) Commission members will not use their position on the Guam
21 Commission for Educator Certification for personal advancement or the
22 advancement of those known to them.

23 (8) Commission members will maintain a spirit of cooperation and
24 keep open lines of communication with the Director and other personnel of
25 the Guam Commission for Educator Certification; with the Guam school
26 system, both public and private; and with the community at-large.

27 (9) Commission members will keep up-to-date on issues dealing

1 with educator certification, staff development, and current educational
2 research, in order to render decisions based on a review of all aspects of the
3 issues, including a balanced consideration of state and local influences.

4 (10) Commission members will accept and abide by the Guam laws
5 that impact the legal and fiscal responsibilities of the Guam Commission
6 for Educator Certification

7 **§8117. ~~GCEC Rule 116.~~ Reinstatement of Certification After**
8 **Suspension.**

9 (a) **Petition for Reinstatement.** Upon petition of an individual
10 formerly holding a certificate, which has since been suspended, the
11 Commission may reissue a certificate provided that a majority of the
12 members of the Commission vote in favor of such issuance.

13 (b) **Commission Action.** The Commission, for reasons it may deem
14 sufficient, may reissue a certificate to any person whose certificate has
15 been suspended. Such reissuance shall not supersede prior Commission
16 decisions and recommendations as to penalty etc. taken for disciplinary
17 action.

18 (c) **Conflict and Bias**

19 (i) A Commission Member shall be excused and shall not vote in
20 any action, disciplinary or otherwise, if the Commission Member may be
21 biased for or against a Respondent or there may exist a potential conflict of
22 interest. If a potential conflict of interest or bias exists, such determination
23 shall be made by a majority vote of the remaining Commission members.

24 (ii) If the Commission member has a potential conflict, that
25 Commission member is obligated to disclose such a potential conflict.

26 **§8118. ~~GCEC Rule 117.~~ Severability.** If any of the Rules and
27 Regulations, or any part thereof, of this Commission promulgated under the

1 provisions of the rule making authority for Territory Government of Guam
2 agencies are found by the courts to be invalid for any reason, the remainder
3 shall continue in full force and effect. Each Rule and/or any portion thereof
4 shall be severable.

5 **§8119.** ~~GCEC Rule 118.~~ **Adoption and Amendment of Rules**

6 (a) **Adoption of Rules.** Rules or regulations are adopted
7 by this Commission, under the provision of Public Law 29-73
8 governing the practice of professional educators in K-12 which may
9 be reasonably necessary for the proper performance of its duties and
10 the regulations of the proceedings before it. They must not be
11 inconsistent with the Constitution and the laws of Guam and shall be
12 in compliance with the Administrative Adjudication Act.

13 (b) **Petition for Rule-making.** Any person wishing to
14 submit a petition requesting the adoption, amendment or repeal of a
15 rule or regulation by the Commission shall address a petition to the
16 Executive Director. The container of the petition shall clearly bear
17 the notation: RULE-MAKING PETITION RE: and then the subject
18 area. The petition must contain the following information:

19 (i) an indication of the subject area to which the
20 petition is directed;

21 (ii) either a draft of the proposed rule or a summary
22 of its contents;

23 (iii) reasons for proposal;

24 (iv) effect on existing rules or orders;

25 (v) any data supporting the proposal;

26 (vi) effect of the proposed rule on existing practices in
27 the area involved, including cost factors;

1 (vii) names or a description of those most likely to be
2 affected by the proposed rule; and

3 (viii) name and address of petitioner.

4 (c) **Timelines.** The Executive Director shall transmit the petition
5 to the Commission within ten (10) ~~of~~ working days after receiving the
6 petition. The Commission shall make a decision on whether to grant or
7 deny the petition within fifty (50) calendar days. This rule shall be carried
8 out in accordance with ~~5-GCA §9307~~ of Title 5, Guam Code Annotated.

9 **Section 3. Effective Date.** This Act shall become effective upon the date
10 of the enactment of this Act.

1

COMMITTEE ON EDUCATION & PUBLIC LIBRARIES

SIGN-IN SHEET PUBLIC HEARING

April 11, 2011

Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.

| NAME | AGENCY OR ORGANIZATION (IF ANY) | SUPPORT? OPPOSE? | WRITTEN TESTIMONY | ORAL TESTIMONY | CONTACT NUMBER | EMAIL ADDRESS |
|-----------------------|---------------------------------|------------------|-------------------|----------------|----------------|--------------------------|
| Roberta Abadag | GCEC | Support | Yes | | 637-3361 | robandal@yahoo.com |
| Margie ALG-Artero | GCEC | Support | Yes | | 789-0429 | marjiegarter@yahoo.com |
| Cecilia Camacho | Retired | Support | Yes | Yes | 734-5181 | camachoc@708@yahoo.com |
| JOSEPA ANTERO-CAMERON | DCA | Support | Yes | Yes | 777-5900 | Yahoo.com |
| Ronald Lagun | EDOE/CSPO | " | " | ✓ | 482-0458 | |
| Alicia M. Mem | EDOE | Support | Yes | | 678-8907 | Alicia S. Mem |
| Fanny Muna | EDOE | Support | Yes | Yes | 977-3753 | |
| Jose G. Matras | EDOE | Support | Yes | Yes | 797-3155 | Chabok7@yahoo.com |
| Severina Atalig | UOG/DOE | Support | | | 789-9734 | saogo@usa.net |
| Rafina Menchola | DOE/UG | Support | | Yes | 626-2181 | rmca-bullido@hotmail.com |

2

COMMITTEE ON EDUCATION & PUBLIC LIBRARIES

SIGN-IN SHEET PUBLIC HEARING

April 11, 2011

Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.

| NAME | AGENCY OR ORGANIZATION (IF ANY) | SUPPORT? OPPOSE? | WRITTEN TESTIMONY | ORAL TESTIMONY | CONTACT NUMBER | EMAIL ADDRESS |
|----------------------|-------------------------------------|------------------|-------------------|----------------|----------------|---------------------------------|
| Josephine Gagne | GDOE | Support | | | 687-1064 | jc.gagne@kguam |
| Michael Pablo | " | " | | ✓ | 472-0521 | realfoodchef@yahoo |
| Rosalie Lujan | GDOE | Support | — | — | 482-6720 | MRANLUSANA@yahoo |
| Sandra Reyes | " | " | | | 653-561 | |
| Asuncion P. Guerrero | GCEC | Support | | ✓ | 735-2490 | Connie.guerrero@guamcedders.org |
| TERESA TAITANO | | Support | | ✓ | 477-3886 | ewy-terete@yahoo |
| Ceterino N. Sacalida | GDOE | Support | | ✓ | 565-6589 | CNS_SACALIDA@yaho |
| Trini Torres | Taotao ^{Nature Right} mona | Support | | ✓ | 477-0638 | trinit@ite.net |
| Denz Kagaba | GCEC | | | ✓ | 632-0131 | ABABANGKE@jehan |

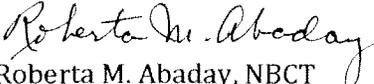
As the previous chairperson of the Guam Commission for Educator Certification (GCEC), I am a witness to the hard work, dedication, and inclusion of all stakeholders involved in the process of revising the previous policies, rules and regulations of the certification office to the current proposed GCEC Rules and Regulations. I give my full support to the Proposed Rules and Regulations for the GCEC.

Meeting on a monthly basis over the last two years, in addition to meetings with advisory committees, the commissioners read over, revised, and fine-tuned all the rules and regulations presented to the Legislature for approval. The following were taken into consideration in the process:

1. There was a need for a standardization of terms and requirements across all level of educators.
2. The previous problems with the system were reviewed to create a user friendly, easy to understand, and equitable system.
3. The opinions of the stakeholders were considered and the advisory groups met to revise the phrasing and requirements to meet the needs, while maintaining the standardization. The following advisory groups met to revise the current proposal:
 - i. Teachers
 - ii. Counselors
 - iii. Administrators
 - iv. Librarians
 - v. Career and Technical Educators
 - vi. Health Board (Nurses)
 - vii. Head Start
 - viii. Chamoru Language teachers, Chamoru Studies Division Director, and University Program Coordinator
4. The advisory groups not only assisted with the revisions, but also read and approved the appropriate sections.
5. All commission members reviewed each section and ensured that the language was consistent and specific to meet the rules and regulations.
6. Every posted agenda included "Rules and Regulations" as an item for public comment. The rules and regulations were posted on the website and available at the GCEC office. All advisory groups were able to review and comment upon the pertinent sections, along with the entire proposal. A public hearing was held for public discussion.
7. Included in the Proposed Rules and Regulations are 1. Code of Ethics for Educators (based upon the format of, and approved by, NEA), 2. Code of Ethics for Commissioners.

I would like to give my support to the Proposed GCEC Rules and Regulations presented before the Legislature with one change to be made. After submitting the Proposed Rules and Regulations, new guidelines came from the Federal Government for the Head Start Program. Working with the Head Start Coordinator, the Rules and Regulations were revised to meet the new Federal mandates. A copy of the proposed changes, approved by Head Start and GCEC, has already been forwarded to Senator Won Pat's office. Please consider the changes to the Proposed GCEC Rules and Regulations to remove the current Head Start section and replace it with the submitted Head Start section, submitted to the Senator's office and available as an attachment.

Respectfully,


Roberta M. Abaday, NBCT

GCEC Rule 106. Certificates for Preschool (Birth – Kindergarten)

(a) Basic Preschool Certificate

(1) **Minimum Requirements.** An associate degree in early childhood education; or an associate degree in a field related with equivalent to a major relating to early childhood education, with one (1) year experience teaching preschool-aged children, or a baccalaureate degree or advanced degree in early childhood education, and has not taken and/or passed the PRAXIS I, or a baccalaureate or advanced degree in a related field and coursework equivalent to a major related to early childhood education and experience teaching preschool-aged children and has not taken and/or passed PRAXIS I. The degree must be from a U.S. regionally accredited post-secondary learning institution.

(2) **Length of Certification.** The length of certification of a Basic Head Start Certification shall be three (3) years.

(3) **Renewability.** The Preschool Certificate may be renewed any number of times with evidence of satisfactory performance evaluation by the administrator; and fifteen (15) clock hours of Head Start specific in-service professional development that is classroom focused and regularly evaluated by the Head Start program of the Guam Department of Education. **The holder of a Basic Teaching Certificate, on or before expiration date, may apply for Initial Certificate as per the requirements in GCEC 104 (c).**



DIPATTAMENTON I KAOHAO GUINAHAN CHAMORRO
DEPARTMENT OF CHAMORRO AFFAIRS

Edward J.B. Calvo
Governor of Guam

Joseph Artero-Cameron
President, DCA

Raymond S.Tenorio
Lieutenant Governor of Guam



To: Honorable Judith Won Pat
Speaker

From: Presidente
Dipattamenton I Kaohao Guinahan Chamorro

Date: April 11, 2011

Subject: Bill Number 117-31 (COR)

Håfa Adai Madame Speaker Won Pat and members of I Mina'trentai unu na Liheslaturan Guåhan.

As we move forward in perpetuating the Chamorro language and culture, there are things we need to iron out to assist our teachers in their advancement. My duty goes far and beyond the circumference as the President of the Department of Chamorro Affairs! In both speaking and understanding of the Chamorro language, there was an increasing trend with age; evidence in a 2005 Chamorro language survey. This survey **The Status of the Chamorro Language "Estao Fino' Chamorro", A Grant Project Supported by the Administration for Native Americans**. The survey results indicate that younger age groups appear to demonstrate lower understanding and speaking abilities than older age groups. The older age groups demonstrated higher levels of speaking and understanding Chamorro than younger age groups.

The trend indicates that oral language ability increases with age and those in the younger age groups do NOT demonstrate proficiency in these areas.

Possible reasons for this variance may be due to:

1. Opportunities to hear and use the Chamorro language is not available in different contexts;
2. Continuous social and cultural changes;
3. Dominance of the use of English in most situations.
4. The youngest Chamorro people are primarily monolingual speakers of English.
5. There is a reduction in the number of fluent Chamorro speakers.
6. **The data analysis of the study indicates English serves to fulfill communication needs on a day to day basis.**

"Department of Chamorro Affairs is an Equal Opportunity Provider and Employer"

7. In regards to education, a necessary step MUST be taken to revisit Chamorro instruction in the island schools. The participants of the study agree that Chamorro instruction SHOULD be offered in schools and throughout ALL grade levels. The approach to teaching Chamorro MUST be reviewed to determine whether Chamorro SHOULD be taught through "full immersion" or "bilingual" methods of instruction.
8. In both the 1972 and this study, the younger generation exhibit more fluency in ENGLISH than Chamorro!
9. The degree of concern by respondents of this study regarding language loss was NOT as much a concern for Chamorros in 1972, "as it appears today".
10. The case for the past twenty years, for more than half bilinguals was that there were more fluent in English and that Chamorro was their "second" language!
11. The rate of loss between the 1972 and 2005 is clearly visible in the steady decline of use and fluency in all age groups and the shift in language from Chamorro to ENGLISH.
12. The shift in language use continues and is especially visible in the younger generation of Chamorros.
13. **The status of the CHAMORRO language revealed through this study is that CHAMORRO is an endangered language! The diminishing use of the CHAMORRO language in all language activities and the fact that the CHAMORRO language is NOT effectively being passed on to the next generation is clearly evident! Only the indigenous community itself can save its language.**

Of concerning interest is that high levels of speaking are concentrated with the older population with a decline in the younger age categories. This indication suggests the rate of replenishment of Chamorro speakers is decreasing.

I would like to see more recruitments of Chamorro language teachers and to see more done in the classroom to include traditional arts such as performing (songs/dance/chant), literary, visual, unlimited to fishing, weaving, farming, arts and craft on Fridays.

The Chamorro language and culture teachers must have 139 credits; far more than a regular classroom teacher at 124 credits. This is a great injustice.

There are surplus of teachers teaching other subjects and if there's interest in teaching the Chamorro language and culture then [they] shall be able to transfer to teach Chamorro language and culture needing only to take the required Chamorro classes, but they MUST be proficient in speaking, reading and writing.

The Chamorro language and culture teachers shall be able to attend continued education conferences and given educational credit.

Chamorro language and culture classes shall be mandated and treated equal as regular class time.

Reducing the certification for Chamorro language and culture teachers make them like substitute teacher.

Add a new clause as Options:

- Option I: on section 4 title Exemption. The Initial Chamorro Language and Culture Teachers shall a) have taught Chamorro Language and Culture for 15years and more; b) provide evidence of satisfactory performance evaluation; and c) receive endorsement from GDOE Chamorro Studies Division and 4) will sunset upon their retirement.
- Option II is the cosmetology and barbering clause, “ licensees or instructor licensees who are at least sixty-five (65) years of age, and have held a license for at least fifteen (15) years will only be required to complete two (2) hours of continuing education in health and safety”.
- Option III is to remove non-renewalability requirement and to increase to renew 2 times (in essence, it thus totals 9 years) and all other requirements remain, no exceptions.

The Chamorro language and culture teachers shall be give an unlimited renewable certification.

Si Yu'os Ma'ase!

A handwritten signature in cursive script, reading "Joseph Artero-Cameron".

Sinot Joseph Artero-Cameron



COMMITTEE ON RULES

I Minã'trentai Unu na Libeslaturan Guåhan • The 31st Guam Legislature
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E-mail: roryforguam@gmail.com • Tel: (671)472-7679 • Fax: (671)472-3547

Senator
Rory J. Respicio
CHAIRPERSON
MAJORITY LEADER

Senator
Judith P. Guthertz
VICE CHAIRPERSON
ASST. MAJORITY LEADER

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Vice Speaker
Benjamin J. F. Cruz

Senator
Tina Rose Muña Barnes
LEGISLATIVE SECRETARY
MAJORITY WHIP

Senator
Dennis G. Rodriguez, Jr.
ASST. MAJORITY WHIP

Senator
Thomas C. Ada

Senator
Adolpho B. Palacios, Sr.

Senator
vicente c. pangelinan

MINORITY MEMBERS:

Senator
Aline A. Yamashita
ASST. MINORITY LEADER

Senator
Christopher M. Duenas

Certification of Waiver of Fiscal Note Requirement

This is to certify that the Committee on Rules submitted to the Bureau of Budget and Management Research (BBMR) a request for a fiscal note, or applicable waiver, on **Bill No. 177-31 (COR) – “AN ACT TO APROVE THE PROPOSED RULES AND REGULATIONS OF THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION.”** – on February 17, 2011. COR hereby certifies that BBMR confirmed receipt of this request on March 23, 2011.

COR further certifies that a response to this request was not received by 5:00 P.M. on April 12, 2011, the fourteenth day after the request was received by BBMR. **Therefore, pursuant to 2 GCA §9105, the requirement for a fiscal note, or waiver thereof, on Bill 487 to be included in the committee report on said bill, is hereby waived.**

Certified by:



Senator Rory J. Respicio
Chairperson, Committee on Rules

5/1/11

Date



COMMITTEE ON RULES

I Mina'trentai Unu na Liheslaturan Guåhan • The 31st Guam Legislature
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2011 MAR 23 11:10:37

Senator
Rory J. Respicio
CHAIRPERSON
MAJORITY LEADER

March 23, 2011

Senator
Judith P. Guthertz
VICE CHAIRPERSON
ASST. MAJORITY LEADER

MEMORANDUM

MAJORITY MEMBERS:

Speaker
Judith T. Won Pat

Vice Speaker
Benjamin J. F. Cruz

Senator
Tina Rose Muña Barnes
LEGISLATIVE SECRETARY
MAJORITY WHIP

To: **Pat Santos**
Clerk of the Legislature

Attorney Therese M. Terlaje
Legislative Legal Counsel

From: **Senator Judith P. Guthertz, DPA**
Acting Chairperson, Committee on Rules

Subject: **Referral of Bill Nos. 114-31 (COR) through 119-31 (COR)**

Senator
Dennis G. Rodriguez, Jr.
ASST. MAJORITY WHIP

As Acting Chairperson of the Committee on Rules, I am forwarding my referral of Bill Nos. 114-31 (COR) through 119-31 (COR).

Senator
Thomas C. Ada

Please ensure that the subject bills are referred, in my name, to the respective committee, as shown on the attachment. I also request that the same be forwarded to all Senators of *I Mina'trentai Unu na Liheslaturan Guåhan*.

Senator
Adolpho B. Palacios, Sr.

Senator
vicente c. pangelinan

Should you have any questions, please feel free to contact our office at 472-7679.

MINORITY MEMBERS:

Senator
Aline A. Yamashita
ASST. MINORITY LEADER

Si Yu'os ma'åse!

Senator
Christopher M. Duenas

(4) Attachments

I Mina'Trentai Unu Na Liheslaturan Guåhan

Bill Log Sheet

March 21, 2011

Page 1 of 1

| Bill No. | Sponsor(s) | Title | Date Introduced | Date Referred | 120 Day Deadline | Committee Referred | Public Hearing Date | Date Committee Report Filed | Status (Date) Passed? Failed? Vetoed? Overridden? Public Law? |
|-----------------|--|--|------------------------|----------------------|-------------------------|--|----------------------------|------------------------------------|--|
| 116-31 (COR) | T.R. Muña-Barnes, v.c. pangelinan, B. J. F. Cruz | AN ACT TO APPROVE THE LEASE BY AND BETWEEN THE GOVERNMENT OF GUAM AND THE GUAM NATIONAL TENNIS FEDERATION. | 3/21/11 3:34 p.m. | 3/23/11 | | Committee on Appropriation, Taxation, Public Debt, Banking, Insurance, Retirement and Land | | | |
| 117-31 (COR) | J. T. Won Pat, Ed.D. | AN ACT TO APROVE THE PROPOSED RULES AND REGULATIONS OF THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION. | 3/21/11 3:49 p.m. | 3/23/11 | | Committee on Education and Public Libraries. | | | |

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Public Hearing Notice 4-11-11

Thursday, March 31, 2011 7:33 PM

From: "Frank Torres" <fbtorres@judiwonpat.com>

To: "yamashita ph.d. aline" <aline4familles@gmail.com>, "Duenas Christopher" <duenasenator@gmail.com>, "Francis Santos" <fesantos57@gmail.com>, "blas frank" <frank.blasjr@gmail.com>, "guthertz judi" <judiguthertz@gmail.com>, "Ada Thomas" <office@senatorada.org>, "Respicio Rory" <roryforquam@gmail.com>, "Palacios Adolpho" <senabpalacios@gmail.com>, "dennis rodriguez" <senatorrodriguez@gmail.com>, "Tajeron Mana" <senatormana@gmail.com>, "Sam Mabini" <senatorsam@senatormabini.com>, "ada v. anthony" <senatortonyada@guamlegislature.org>, "pangelinan vicente" <senbenp@guam.net>, "Barnes Tina" <tinamunabarnes@gmail.com>

Cc: "santos" <chechsantos@gmail.com>, "chelsea" <chelsea@tinamunabarnes.com>, "cherbert" <cherbert.senatorrodriguez@gmail.com>, "Lisa" <cipo@guamlegislature.org>, "Joshua" <Joshua.Tenorio@senatorbjcruz.com>, "angela" <leonguerrero.angela@gmail.com>, "leslie" <leslie.g@senatormabini.com>, "louise" <louise_atalig@yahoo.com>, "mary" <maryfejeran@gmail.com>, "office" <office@senatorada.org>, "olivia" <oliviampalacios@gmail.com>, "pris" <pris@senatorpalacios.com>, "Robert" <rob.tupaz@gmail.com>, "Tanya" <tanya4familles@gmail.com>

April 1, 2011

MEMORANDUM

To: Members of the 31st Guam Legislature
From: Committee on Education and Public Libraries
Subject: Notice of Public Hearing – First Notice

The Committee on Education and Public Libraries has scheduled a public hearing for Monday, April 11, 2011 at 4:00 p.m. in the Public Hearing Room of the Guam Legislature Building on the following:

- **The appointment of Dr. Gayle F. Hendricks, Ed.D. to serve as a member, Guam Commission for Educator**
- **Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.**

Testimonies can be submitted in advance to the Office of Speaker Judith T. Won Pat, Ed.D. through email at fbtorres@judiwonpat.com or through facsimile at 472-3589. Copies of the bills are available at www.guamlegislature.com

The Guam Legislature complies with provisions of the Americans with Disabilities Act (ADA). Individuals requiring special accommodations or services should contact Mr. Ed Pocaigue at 472-3586/7/8 or by email at edpociague@judiwonpat.com

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Frank B. Torres
Sr. Policy Analyst
Office of the Speaker
31st Guam Legislature

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REPRESENTATIVE**
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DEVELOPMENT BANK
(PIIDB)

FESTIVAL OF THE
PACIFIC ARTS
(FESTPAC)

April 1, 2011

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From: Committee on Education and Public Libraries

Subject: Notice of Public Hearing - First Notice

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Public Hearing 4-11-11

Friday, April 8, 2011 12:08 AM

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April 8, 2011

MEMORANDUM

To: Members of the 31st Guam Legislature

From: Committee on Education and Public Libraries

Subject: Notice of Public Hearing – Second Notice

The Committee on Education and Public Libraries has scheduled a public hearing for Monday, April 11, 2011 at 4:00 p.m. in the Public Hearing Room of the Guam Legislature Building on the following:

- **The appointment of Dr. Gayle F. Hendricks, Ed.D. to serve as a member, Guam Commission for Educator Certification.**
- **Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.**

Testimonies can be submitted in advance to the Office of Speaker Judith T. Won Pat, Ed.D. through email at fbtorres@judiwonpat.com or through facsimile at 472-3589. The nomination package of Dr. Hendricks and Bill 117 -31 are available at www.guamlegislature.com

The Guam Legislature complies with provisions of the Americans with Disabilities Act (ADA). Individuals requiring special accommodations or services should contact Mr. Ed Pocaigue at 472-3586/7/8 or by email at edpociague@judiwonpat.com

Frank B. Torres
Sr. Policy Analyst
Office of the Speaker
31st Guam Legislature

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Sr. Policy Analyst
Office of the Speaker
31st Guam Legislature

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JUDITH T. WON PAT, Ed.D.
CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES**

VICE CHAIR
COMMITTEE ON TOURISM,
RECREATION, ARTS,
CULTURAL AFFAIRS,
TECHNOLOGY AND
RECREATION

COMMITTEE ON
TAXATION,
APPROPRIATIONS, PUBLIC
WORKS, HARBOR,
INFRASTRUCTURE,
AND LAND

April 8, 2011

MEMORANDUM

COMMISSIONER
GUAM COMMISSION ON
DECOLORIZATION

GUAM FIRST
COMMISSION

To: Members of the 31st Guam Legislature
From: Committee on Education and Public Libraries
Subject: Notice of Public Hearing - Second Notice

VICE PRESIDENT
ASSOCIATION OF
PACIFIC ISLAND
LEGISLATORS
(APIL)

The Committee on Education and Public Libraries has scheduled a public hearing for Monday, April 11, 2011 at 4:00 p.m. in the Public Hearing Room of the Guam Legislature Building on the following:

BOARD MEMBER
PACIFIC ISLANDS BOARD OF
EDUCATION
AND LEARNING
(PIBEL)

- The appointment of Dr. Gayle F. Hendricks, Ed.D. to serve as a member, Guam Commission for Educator Certification.
- Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.

**LEGISLATIVE
REPRESENTATIVE**
PACIFIC ISLANDS
DEVELOPMENT BANK
(PIDB)

Testimonies can be submitted in advance to the Office of Speaker Judith T. Won Pat, Ed.D. through email at stintres@judiawonpat.com or through facsimile at 472-3589. The nomination package of Dr. Hendricks and Bill No. 117-31 are available at www.guamlegislature.com

FESTIVAL OF THE
PACIFIC ARTS
(FESTIPAC)

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JUDITH T. WON PAT, Ed.D.
CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

VICE CHAIR
COMMISSION ON TOURISM,
MARINE AND FISHERIES,
RECREATION AND
RECREATION

COMMISSION ON
TAXATION,
APPROPRIATIONS, PUBLIC
WORKS, HOUSING,
HUMANITARIAN RELIEF AND
LABOR

April 8, 2011

MEMORANDUM

COMMISSIONER
GUAM COMMISSION ON
DECOLONIZATION

GUAM FIRST
COMMISSION

To: Members of the 31st Guam Legislature
From: Committee on Education and Public Libraries
Subject: Notice of Public Hearing – Second Notice

VICE PRESIDENT
ASSOCIATION OF
PACIFIC ISLAND
LEGISLATURES
(APIL)

The Committee on Education and Public Libraries has scheduled a public hearing for Monday, April 11, 2011 at 4:00 p.m. in the Public Hearing Room of the Guam Legislature Building on the following:

BOARD MEMBER
PACIFIC REGIONAL FOR
EDUCATION
AND LEARNING
(PREL)

- The appointment of Dr. Gayle F. Hendricks, Ed.D. to serve as a member, Guam Commission for Educator Certification.
- Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.

**LEGISLATIVE
REPRESENTATIVE**

PACIFIC ISLAND
DEVELOPMENT BANK
(PIDB)

FESTIVAL OF THE
PACIFIC ARTS
(FESTIPAC)

Testimonies can be submitted in advance to the Office of Speaker Judith T. Won Pat, Ed.D. through email at fbonnes@judithwonpat.com or through facsimile at 472-3589. The nomination package of Dr. Hendricks and Bill No. 117-31 are available at www.guamlegislature.com

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OFFICE OF THE SPEAKER
JUDITH T. WON PAT, Ed.D.
CHAIRPERSON OF THE COMMITTEE ON EDUCATION AND PUBLIC LIBRARIES

VICE CHAIR

COMMITTEE ON TOURISM,
MUNICIPAL AFFAIRS,
HOUSING AND
RECREATION

Monday, April 11, 2011

COMMITTEE ON
TAXATION,
APPROPRIATIONS, PUBLIC
DEBT, BANKING,
INSURANCE, RETIREMENT
AND LAND

Public Hearing Agenda

COMMISSIONER

GUAM COMMISSION ON
DECOLONIZATION

GUAM FIRST
COMMISSION

- **The appointment of Dr. Gayle F. Hendricks, Ed.D. to serve as a member, Guam Commission for Educator Certification.**
- **Bill No. 117-31 (COR) - J.T. Won Pat, Ed.D. An act to approve the proposed Rules and Regulations of the Guam Commission for Educator Certification.**

VICE PRESIDENT

ASSOCIATION OF
PACIFIC ISLAND
LEGISLATURES
(APIL)

BOARD MEMBER

PACIFIC RESOURCES FOR
EDUCATION
AND LEARNING
(PREL)

**LEGISLATIVE
REPRESENTATIVE**

PACIFIC ISLAND
DEVELOPMENT BANK
(PIDB)

FESTIVAL OF THE
PACIFIC ARTS
(FESTPAC)

I MINA' TRENTI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

2011 MAR 21 PM 3:49
FOLLOW

Bill No 117-31 (cov)
Introduced by:

Judith T. Won Pat, Ed.D. 

**AN ACT TO APROVE THE PROPOSED RULES
AND REGULATIONS OF THE GUAM COMMISSION
FOR EDUCATOR CERTIFICATION.**

BE IT ENACTED BY THE PEOPLE OF GUAM:

Section 1. Approval of Administrative Rules and Regulations. The

Administrative Rules and Regulations submitted by the Guam Commission for
Educator Certification on February 18, 2011 in conformance to the provisions of
Public Law 29-73 are hereby approved.

KUMISION SETTEFIKASION PARA I MANMANIDUKA GUAM COMMISSION FOR EDUCATOR CERTIFICATION

UOG STATION-SOE MANGILAO, GU 96923

www.gcec.guam.gov

TEL: (671) 735-2447 FAX: (671) 734-3651

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Chairman-GEPB
(Joe S. San Agustin)
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(Nerissa Bretania-Shafer, Ph.D.)
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SECRETARY

VACANT

MEMORANDUM

31-11-218

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2011 FEB 21 AM 7:57

TO: Senator Judith Won Pat
Speaker

FROM: Roberta M. Abaday
Chairperson, GCEC

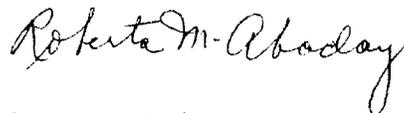
RE: GCEC Proposed Rules and Regulations

Enclosed are the proposed Rules and Regulations for the Guam Commission for Educator Certification.

The Guam Commission for Educator Certification has followed the adjudication process. The proposed rules and regulations have been carefully reviewed by the commission members and advisory committees before changes were made. It has been available on the GCEC website and at the GCEC office for review. A public hearing was held on December 22, 2010 as required by law and a copy of the transcript is available.

The Commission has worked diligently over the last year to compile and revise all the rules dealing with certification. It is our hope to continue our work with the rules for ethics.

Thank you for your continued support of our efforts in the certification of our island educators.



Roberta M. Abaday
Chairperson, GCEC

Proposed Rules and Regulations of the Guam Commission for Educator Certification - 2010

This preliminary document is submitted for consideration of adoption by the Guam Commission for Educator Certification for purposes of Public Law 29-73 and in accordance with the Administrative Adjudication Law.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

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Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

GCEC Rule 100. Introduction

(a) **Purpose.** The purpose of adopting rules of procedure is to ensure the proper performance of the duties of the Guam Commission for Educator Certification (hereinafter known as the Commission or GCEC) by the regulation of procedures, meetings, records, and conduct thereof.

(b) **Requirements for Adoption.** The adopted rules of procedure must be consistent with the Organic Act and Laws of Guam. The rules must be promulgated and approved by the Commission and they must be adopted in accordance with the Administrative Adjudication Law.

(c) **Authority of Rules.** Rules of procedure adopted by the Commission shall be binding upon persons issued certificates under Public Law 29-73.

GCEC Rule 101. Definitions

(a) The following definitions and terms, when used in these rules and regulations shall have the following meanings unless the context clearly indicates otherwise:

(1) **“Accredited Institution”** means a United States regionally accredited college or university or a foreign equivalent.

(2) **“Acceptable Grades for Credit”** means grades in courses to earn acceptable credit must be passing grades in accordance with the institution where the courses were taken.

(3) **“GPA”** refers to the acceptable Grade Point Average.

(4) **“Administrator”** means an educator whose primary duties involve: (i) program development or (ii) supervision or internal management of a school, school program, or school system.

(5) **“Approved Program”** means a program for preparation of professional educators, which is offered through an accredited institution and has been approved by the commission for professional educator certification in which the program is provided and includes a supervised student teaching/internship field experience.

(6) **“CACREP”** (Council for Accreditation of Counseling and Related Education Programs) is an accrediting body for counseling and related programs.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

- (7) **“Certification”** is a license qualifying the recipient to practice as a professional educator on Guam.
- (8) **“Clock Hours”** means actual time spent in professional development.
- (9) **“Commission”** means the Guam Commission on Educator Certification as established under Public Law 29-73.
- (10) **“Course”** means an instructional unit that has 1 or more academic credits.
- (11) **“Continuing Education Unit”** is a non-credit unit used by regionally accredited post-secondary institutions that are members of the International Association for Continuing Education and Training (IACET). Ten (10) contact hours is equivalent to 1 CEU. The CEU credit cannot be used for degree credit requirements. For re-certification purposes, 3 CEU credits will equal to 1 semester credit.
- (12) **“Credential”** refers to the documents that constitute evidence of training, licensure, experience, and expertise of a practitioner.
- (13) **“Educator”** is a teacher, administrator, or support professional required by the Commission to hold a certificate.
- (14) **“Endorsement”** is a recognition of qualifications in a specialized field as indicated on the certificate.
- (15) **“Evaluation”** indicates the most recent professional evaluation supplied by a supervisor.
- (16) **“Executive Director”** refers to the Executive Director of the Office of the Guam Commission for Educator Certification, pursuant to Public Law 29-73.
- (17) **“Guam Certification Office”** means the administrative office of the Guam Commission for Educator Certification, pursuant to Public Law 29-73.
- (18) **“IRA”** means the International Reading Association.
- (19) **“Mentorship”** refers to a program that provides peer guidance to new educator or administrator and is approved by Guam Department of Education or an accredited institution.

Rules and Regulations of the Guam Commission for Educator Certification (PROPOSED)

(20) “**NCATE**” is the National Council for Accreditation of Teacher Education. It is one of the U.S. accrediting bodies for teacher education colleges and institutions.

(21) “**NASDTEC Interstate Agreement**” means the contract sponsored by the National Association of State Directors of Teacher Education and Certification (NASDTEC) concerning reciprocal licensing of educational personnel among participating jurisdictions.

(22) “**Praxis I**” means the pre-professional skills test that measures basic academic skills in reading, writing, and mathematics from Educational Testing Service.

(23) “**Praxis II**” means a subject assessment from Educational Testing Service of knowledge in a specialty or content area.

(24) “**Praxis II PLT**” means an assessment of pedagogy (Principles of Learning and Teaching) from Educational Testing Service.

(25) “**Professional Activities**” refer to a variety of activities which meet a goal for educator improvement and professional growth, and may include college and university credits, attending or presenting workshops, seminars, conferences, action research, curriculum development, work experience, district or school committee work, advisorships, mentoring, presentations at conferences, publications, or work on special projects.

(26) “**Professional Growth Plan**” (PGP) is the component of the evaluation program completed by the educator and approved by the site administrator. It is based on the educator performance standards, and professional activities and/or courses to fulfill the identified standards in the candidate’s school/district. The Guam PGP information can be located at the websites for GCEC and the Guam Department of Education.

(27) “**Year of Experience**” refers to acceptable determination for teacher or administrator length of service as per respective employment agreement.

GCEC Rule 102. Organization and Function of the Commission

(a) **Composition and Function of the Commission.** The composition, duties, functions, powers and responsibilities of the Guam Commission for Educator Certification (the "Commission") shall generally be as provided and authorized in 17 GCA Chapter 27.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(b) Ex-Officio Members. The ex-officio members of the Commission shall be those identified in 17 GCA § 27003. Ex-officio members shall not vote in the proceedings of the Commission, but may introduce and discuss motions in public meetings of the Commission.

(c) Officers of the Commission. The officers of the Commission, elected by the voting members, shall be a Chairperson, Vice-Chairperson, and a Treasurer. The Executive Director shall serve as the Executive Secretary in accordance with 17 GCA §27019. Each officer shall have duties, functions, powers and responsibilities:

- (1) As prescribed for such office by law;
- (2) Which by general consent and parliamentary custom pertain to such office, consistent with the law; and
- (3) As are consistent with the foregoing and which, in addition, the Commission may prescribe.

(d) Election and Term of the Chairperson of the Commission. The Chairperson shall be that person so designated as the presiding officer for a term of (2) two years, in accordance with Title 17 GCA §27005. The Chairperson shall be elected from among the voting members of the Commission.

(e) Election and Term of Other Officers of the Commission. The Vice-Chairperson and the Treasurer shall be elected and shall serve a term in the same manner as the Chairperson.

(f) Executive Secretary. The Executive Director shall serve as the Executive Secretary of the Office Commission, appointed by the Commission in accordance with 17 GCA §27018 and 27019.

(g) Duties of the Chairperson of the Commission. The duties of the Chairperson shall be to call and preside at all meetings of the Commission; to call special meetings of the Commission; to serve ex-officio as a member of all standing, designated or advisory committees of the Commission; to appoint committees and to take such other action as is consistent with these rules or the laws. The Chairperson is entitled to vote on all matters before the Commission.

(h) Duties of the Vice-Chairperson of the Commission. The duty of the Vice Chairperson shall be to perform the duties of the Chairperson at his or her request or in case of his or her absence or incapacity.

(i) Duties of the Treasurer of the Commission. The duties of the Treasurer shall be to report to the Commission on the finances of the Commission at each regular meeting of the Commission; to present an annual budget to the Commission for approval; and to perform the duties of the Chairperson in case of the absence of both the Chairperson and the Vice Chairperson.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(j) Duties of the Executive Secretary of the Commission. The Executive Secretary of the Commission shall serve ex-officio as a member of the Commission and have the following duties: to give notice of all regular and special meetings of the Commission and to compile and distribute the agenda for each such meeting with the notice thereof; to record the proceedings of the Commission in a book or books to be kept therefore; to preserve all documents, papers and records determined by the Commission to be a part of its official records; to conduct correspondence as directed by the Commission and to certify official documents and proceedings; and to carry out all statutory responsibilities.

(k) Executive Secretary Designees. The Executive Secretary, with the written approval of the Chairperson, may designate an employee of the Commission to carry out the duties set forth in GCEC Rule 102(j) under the direction of the Executive Secretary. During the absence or incapacity of the Executive Secretary, the duties of Executive Secretary shall be performed by such designee and, in the absence of such designee, by such other person as may be designated by the Chairperson.

(l) Removal of Officers and Committee Chairpersons. Four (4) affirmative votes of the Commission's membership shall be required for the removal of the Chairperson, the Vice Chairperson, the Treasurer or any Committee Chairperson.

(m) Committees of the Commission

(1) **Practice of the Commission.** The Commission shall act upon matters considered, and upon recommendations made, by designated committees of the Commission, but any member may present matters to the Commission for consideration without prior reference to a committee.

i. The Chairperson may appoint such committees of the Commission as may be deemed necessary, provided that each such committee shall be automatically discharged on completion of its assignment or otherwise as the Chairperson may designate.

ii. The Chairperson shall be a member ex-officio of each committee. Any member of the Commission may attend any meeting of any committee of the Commission.

iii. Temporary work assignments of a functional or project nature may be made by the Chairperson of the Commission to individual members of the Commission, each such assignment to terminate automatically upon the report to, and final action by the Commission on such project.

iv. Notice of all committee meetings shall be given to all members of the Commission. Such notice shall be no less than the minimum possible notice under the Open Government Law.

Rules and Regulations of the Guam Commission for Educator Certification
(PROPOSED)

(n) Meetings of the Commission

(1) **Requirements for Public Notice.** All meetings of the Commission, shall be publicly noticed in accordance with Title 5, GCA, Chapter 8, otherwise known as the Open Government Law.

(2) **Regular Meetings.** The regular meetings of the Commission shall be held at least quarterly, as mandated by law. All regular meetings shall be held on Guam.

(3) **Notice to Commission Members of Meetings.** Written notice of each regular meeting of the Commission shall be given to each member at least ten (10) days prior to the date fixed for the meeting, which notice shall state the time and place of the meeting and, in the case of special meetings, the purpose for which it has been called.

(4) **Agenda of Regular Meetings.** A written agenda of matters to be considered at each regular meeting shall be determined by the Chairperson, attested by the Executive Secretary, and given to each Commission member no less than ten (10) days prior to the date fixed for a regular meeting. Items to be included in the agenda for the regular meeting shall be submitted to the Chairperson by:

- i. committees of the Commission relating to their reports;
- ii. any Commission member, given to the Chairperson twelve (12) days prior to the date of the regular meeting at which consideration is desired and containing a title and/or description of the agenda items.
- iii. The Commission Chairperson will provide, on a timely basis, to other Commission members reason for removing an agenda item after it has been posted, in accordance to 17 GCA §27013.

(5) **Special Meetings.** Special meetings of the Commission may be held at any time and at any place on Guam. Special meetings may be called by the Chairperson or by a majority of the members then serving on the Commission by a written notice to the Executive Secretary in which the time, place and purpose of the meeting are set forth.

(6) **Quorum.** A quorum shall consist of four (4) voting members. Actions of the Commission shall be carried by a vote of not less than four (4) voting members, in accordance with 17 GCA §27013.

(7) **Rules of Order.** Unless otherwise specified in these rules, all meetings of the Commission shall be conducted in accordance with Robert's Rules of Order Revised.

(8) **Action at Commission Meetings.** Except in an emergency, the Commission shall take action on a matter of policy only when the matter has been discussed by the Commission at a previous meeting. This provision may be waived by a

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unanimous vote of the members present. For purposes of this Rule, an emergency shall first be declared by a vote of five (5) members.

(9) **Public Participation Policy.** It is the policy of the Commission to encourage and permit public comment on matters within the Commission's jurisdiction.

i. **General Public Comment.** The Commission shall include general public comment as an agenda item at each regular meeting of the Commission.

ii. **Comment, Not Debate.** During public comment, speakers shall address their remarks to the Commission as a whole and not to individual Commission members, Commission personnel, or the audience.

iii. **Recording Commission Proceedings.** Members of the public may record Commission meetings while not under executive session with an audio or video recorder or still or motion picture camera.

(o) **Compensation and Expenses.** A Commission member shall receive compensation for serving on the Commission in the amount of Fifty Dollars (\$50) for each Commission meeting attended. A member is entitled to reimbursement for actual and necessary expenses incurred in performing functions as a member of the Commission, subject to any applicable limitation on reimbursement provided by the General Appropriations Act.

(p) **Executive Director.** The Commission shall employ and determine the compensation of an Executive Director who shall be responsible to carry out all statutory responsibilities, the administration of the policies of the Commission, and to manage the daily operations of the Commission. The Commission shall annually evaluate the performance of the Executive Director.

(q) **Relationship of the Commission to Executive Director.** Pursuant 17 GCA § 27019, although the relationship between the Executive Director and individual Commission members is collegial, the relationship of the Commission to the Executive Director is hierarchical. The Executive Director is accountable only to the Commission as whole, and not from individual Commission member.

(r) **Employment of Personnel.** The Executive Director shall hire other staff according to the staffing pattern approved by the Commission. Employment of persons shall be in accordance with 17 GCA § 27018.

(s) **Budget.** Prior to October 1st of each year, the Executive Director shall prepare, for approval and consideration by the Commission, a budget for the following fiscal year. Upon appropriation by the *I Liheslaturan Guahan*, the Commission shall make expenditures from this budget for the purposes as stated.

(t) **Accounting Procedures**

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- (1) **Cash Receipts.** A receipt shall be issued for all money received by the Commission. The Executive Director, or designated entity, shall oversee all money paid to the Commission. The Executive Director shall keep appropriate books on behalf of the Commission and shall record in the Cash Receipt Book a record of all money received as stated in the law.
- (2) **Cash Disbursements.** All cash disbursements shall be supported by invoices or purchase orders. All cash disbursements shall be recorded in the cash disbursement book.
- (3) **Financial Reports.** Financial Reports shall be prepared and disseminated by the Executive Director in accordance to the current applicable General Appropriations Act. A copy of each report shall be furnished to the Commission treasurer on or before the next regular Commission meeting after submission.
- (4) **Publications of the Commission.** The publications of the Commission shall include but not be limited to:
 - (i) a roster showing the name of each certificate holder. The roster shall be revised annually;
 - (ii) the complete current text of the laws, regulations and rules governing educator certification; and
 - (iii) the Annual Report of the Commission which shall be published no later than ninety (90) days after the end of the fiscal year.

GCEC Rule 103. Issuance of Certificates, General

- (a) **Certificates, General.** The Certificates issued by the Commission shall be those listed in these rules and regulations accompanied by their specific certification requirements and subject to the provisions of these rules and regulations.
- (b) **Examination of General Knowledge.** All candidates for Guam Professional Educator Certification, except for those listed in GCEC Rule 103 (c), shall take and pass the test of essential skills in reading, writing, and mathematics known as PRAXIS I. Applicants shall designate that the Guam Certification Office receive official test scores from ETS. Guam's passing scores for PRAXIS are those scores for Guam as published by ETS.
- (c) **Exemption from Examination of General Knowledge Requirement.** Candidates for the following certificates shall be exempt from the Examination of General Knowledge Requirement under (b):
 - (1) all Certificates for Chamoru Language and Culture Teachers under GCEC Rule 105;
 - (2) all certificates issued for Head Start Teachers provided under GCEC Rule 106; and
 - (3) all certificates issued for Career and Technical Education Teachers under GCEC Rule 107;

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- (d) **Examination of Specialization or Content Area Knowledge.** Where applicable, candidates for Guam Professional Educator Certification shall pass an appropriate test for content area knowledge. Where no content area test has been approved by the Commission, Guam's content test passing score shall be the Praxis II test passing score adopted by the State of Hawaii or a score reflecting eighty (80%) percent pass rate of the average maximum range respectively.
- (e) **Examination of Pedagogical Knowledge.** Candidates for Guam Professional Teacher Certification shall pass a test for pedagogical knowledge.
- (f) **Certification Validity Date.** A certificate shall be valid from the date that the certificate is issued by the Guam Certification Office. The length of certification of that particular certificate shall be specified by GCEC rule, unless revoked, suspended, or extended by the Commission.
- (g) **Renewal of Expired Certification.** Any person holding an expired Guam Professional Certification is subject to the following:
- (1) If such certification expired five (5) years or less from the date of application for reinstatement, such person shall complete the requirements for recertification specified in regulations in effect during the validity period of the expired certificate;
or
 - (2) If such certification expired six (6) or more years from the date of application for reinstatement, such certificate shall not be eligible for renewal. The applicant must apply for initial certification pursuant to current requirements.
- (h) **Recency of Study:** All applicants seeking professional certification must satisfy recency of study through one of the following routes:
- (1) Completion of six (6) semester hours or equivalent credits in professionally related course work earned within five (5) years preceding the date of application;
or
 - (2) Completion of at least one (1) full year of acceptable school experience (teaching, administrative, or program specialist) within five (5) years preceding the date of application while working in another state on a valid certificate issued by that state.
- (i) **Basis for Certification.** College credits or degrees to be applied towards fulfilling certification requirements must be from accredited colleges or universities of the United States, or any of its administrative jurisdictions notwithstanding any provisions to the contrary contained in these rules.
- (j) **Transcripts.** Official transcripts, furnished by the college or university, shall be the basis for determining the educational qualifications of an applicant for certification. Transcripts shall be forwarded from the university or college to the Guam Certification Office *or* by the applicant in an unopened, unaltered envelope sealed by the registrar.

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- (k) **Continuing Education Units.** Continuing Education Units (CEU) may be used for recertification. For re-certification purposes, 3 CEU will equal to 1 semester credit. The CEU cannot be used for degree credit requirements. For Continuing Education Units (CEU's) to be counted for recertification, they must be acquired from a program affiliated with a regionally accredited institution.

- (l) **Holders of Degrees from NCATE-Accredited Institutions.** Holders of degrees in teacher preparation awarded by an institution accredited by the National Council for Accreditation of Teacher Education (NCATE) shall be eligible for an Initial Educator Certificate.

- (m) **Interstate Reciprocity.** Individuals holding a valid state teaching credential, such as a license or certificate, may qualify for an initial Guam certificate with comparable endorsement areas provided such license is issued by a state that has signed the NASDTEC Inter-State Agreement and is a full credential without deficiencies; or holds national certification from the National Board for Professional Teaching Standards (NBPTS).

- (n) **Graduate of Foreign Institutions of Higher Learning.** Graduates of foreign institutions of higher learning, to be granted a certificate, must meet the Professional certification requirements of this policy. The applicant's transcripts must be evaluated by an agency that is capable of determining the country's educational system where the coursework was completed. The list of agencies is available at the Guam Certification Office. A credential evaluation report, including an equivalency summary is required. A course-by-course evaluation including the equivalency in United States semester credit hours and United States grade equivalent is necessary. A detailed report is required for the GCEC to be able to determine if an equivalent teacher education program has been completed.

- (o) **Related Work Experience.** A statement signed by an appropriate authorized official of a school district or other employing agency shall be the basis for determining the experience qualifications of an applicant for certification.

- (p) **Guam History or Culture.** All persons issued an educational professional certificate and who have not completed a three (3) semester credit course in Guam history or culture shall complete one (1) such course during the first year after certification. Failure to meet this requirement shall constitute sufficient cause to cancel the certificate until the deficiency is corrected.

- (q) **Special Policy for Incumbents as of the School Year 1953-54.** Holders of certificates by the Guam Department of Education as of the school year 1953-54 shall be given credit for years of successful experience and for attendance at Guam Summer Institutes and normal school providing they were of at least six weeks duration and were operated by the Department of Education. After that date, only college credits earned will be credited

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toward certificates. Credit shall be given for attendance at Institutions and normal schools previous to 1954 as designated in the certification table.

- (r) **Masters Degree Equivalent for Certain Incumbents.** Those incumbents of the Guam Department of Education who earned what is known as “masters degree equivalent” status under the policies of the Guam Education Policy Board between August 22, 1966 and August 8, 2007 shall retain such a status for certification purposes.
- (s) **Fast Track.** Individuals participating in the concentrated course program focused on the Guam Public School System certification requirements known and referred to as the “Fast Track Teacher Certification Program” shall waive student teaching or internship teaching requirements with evidence of two (2) years of documented and verifiable teaching experience. Teaching experience shall be scholastic in nature and include college/university, vocational, military, business sector, and any other related area. Both years of teaching experience must indicate satisfactory performance. *[Pursuant to P.L. 29-02]*

GCEC Rule 104 Certificates for Teachers, General

(a) Temporary Teaching Certificate

- (1) **Minimum Qualifications.** A Temporary Teaching Certificate may be issued to an applicant who presents evidence that he or she has completed a Bachelor’s degree and a passing score on Praxis-I.
- (2) **Length of Certification.** The length of certification of a Temporary Teaching Certificate shall be two (2) years.
- (3) **Renewability.** A Temporary Teaching Certificate may be renewed one (1) time provided the applicant presents evidence of the following:
 - (i) Earned twelve (12) semester hours applicable to the requirements of an Initial Educator Certificate, within the certification validity period; and
 - (ii) satisfactory performance evaluation.
- (4) **Holders issued certificates known as “Emergency” by the Department of Education.** A holder of a certificate known as an “Emergency” teaching certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25, 1000.27, 1000.144. or 1000.20(B) may be issued a Temporary Educator Certificate under GCEC Rule 104 (a) provided they meet the minimal qualifications of the Temporary Educator Certificate and met the applicable renewal requirements of the certificate issued under the respective policies of the Board. Holders of Temporary Educator Certificates issued under this Sub-rule shall be subject to renewal requirements of the Temporary Educator Certificate.

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(b) Initial Educator Certificate

(1) **Minimum Qualifications.** An Initial Educator Certificate may be issued to an applicant who presents evidence of the following:

- (i) Earns a degree from a state-approved Educator Preparation Program from an accredited college or university in any of the 50 United States or its jurisdictions.
- (ii) For non-education preparation program graduates, presents evidence of successfully completing the following requirements: earns a degree from an accredited college or university; or completion of an approved program (in content area) from an accredited college or university; and completes educational program aligned with Guam Professional Teacher Standards.
- (iii) Grade point average of 2.7 or higher.
- (iv) Successfully passes Praxis I and Praxis II Principles of Learning (PLT) tests.

(2) **Length of Certification.** The length of certification for an Initial Educator Certificate shall be three (3) years. The certificate holder shall be required to work as an Initial Educator for two (2) years in order to qualify for a Professional Educator Certificate.

(3) **Renewability.** An Initial Educator Certificate shall not be renewable.

(c) Professional Educator Certificate

(1) **Minimum Qualifications.** A Professional Educator Certificate may be issued to an applicant who presents the following evidence:

- (i) Fulfillment of all educational requirements for the Initial Educator Certificate and provides evidence of the following:
- (ii) Completion of requirements related to Guam History or Guam Culture;
- (iii) Completion of sixty (60) clock hours of professional activities;
- (iv) Satisfactory performance evaluation and/or completion of Professional Growth Plan as approved by on-site administrator;
- (v) Completion of a one-year mentorship in a Guam school; and
- (vi) Completion of two (2) years as an Initial Certificate Holder.

(2) **Length of Certification.** The length of certification for a Professional Educator Certificate shall be five (5) years.

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- (3) **Renewability.** A Professional Educator Certificate shall be renewable for any number of times. Within the length of certification provided herein, a person issued a Professional Educator Certificate shall be considered in good standing to retain such certificate by presenting evidence of the following:
- (i) Completion of ninety (90) clock hours of professional activities to include semester hours, Continuing Education Units, or Professional Growth Plan requirements as acknowledged by administrator on-site; and
 - (ii) Satisfactory performance evaluation.
- (4) **Holders of Professional I Certificates issued by the Department of Education.** Notwithstanding (c), a Professional Educator Certificate may be issued to a holder of a valid or recently expired "Professional I" Certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who provides evidence of satisfactory teaching and ninety (90) clock hours of professional activities within the Professional I certification period.

(d) Master Educator Certificate

- a. **Minimum Qualifications.** A Master Educator Certificate may be issued to an applicant who presents evidence of the following:
- i. He or she meets all educational requirements for the Initial Educator Certificate and the Professional Educator Certificate;
 - ii. Has a minimum of at least 5 years of satisfactory teaching experience; and
 - iii. Has earned a Master's Degree and/or is a National Board Certified Teacher.
- b. **Length of Certification.** The length of certification for a Master Educator Certificate shall be ten (10) years.
- c. **Renewability.** A Master Educator Certificate shall be renewable for any number of times. Within the length of certification provided herein, a person issued a Master Educator Certificate shall be considered in good standing to retain such certificate by presenting evidence of the following:
- (i) Completion of one hundred twenty (120) clock hours of professional activities, to include semester hours, Continuing Education Units, or Professional Growth Plan requirements as acknowledged by administrator on site, and
 - (ii) Satisfactory performance evaluation.
- d. **Holders of Professional II Certificates issued by the Department of Education.** A Master Educator Certificate may be issued to holder of a "Professional II" Certificate issued under Guam Education Policy Board policies 1000.21, 1000.22, 1000.24, 1000.25 and 1000.27 who provides evidence of satisfactory teaching and ninety (90) clock hours of professional activities within the Professional II certification period. No Master Educator Certificate issued under this rule shall be renewed for an applicant who does not provide evidence of having completed a Master's degree.

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- e. **Professional Endorsement for Specialty Areas.** Educators wishing to certify in multiple content areas or to add an additional area, are able to apply for an endorsement on their existing certificate. To qualify for an endorsement, the applicant must provide evidence of the successful completion of 15 credit hours in the field. There will be an additional charge for the endorsement which will last the term of the existing certificate. Specialty areas for consideration are library science, instructional technology, visually impaired, orientation and mobility, deaf and hearing impaired, speech, media specialist, etc.

GCEC Rule 105. Certificates for Chamoru Language and Culture Teachers

(a) Temporary Chamoru Language and Culture Teaching Certificate

- (1) **Minimum Qualifications.** A Temporary Chamoru Language and Culture Teaching Certificate may be issued to an applicant who presents evidence of completing thirty (30) semester hours of college credit, to include at least six (6) semester hours of Chamoru language; *and* proficiency in the Chamoru language as established by the Chamoru Studies Division of the Guam Department of Education.
- (2) **Length of Certification.** The length of certification of the Temporary Chamoru Language and Culture Certificate shall be two years (2) years.
- (3) **Renewability.** The Temporary Chamoru Language and Culture Certificate may be renewed one (1) time provided that evidence of satisfactory performance evaluation and proof of having earned twelve (12) semester hours applicable to Initial Educator and/or Chamoru Language & Culture Certificate requirements within the certification validity period.

(b) Basic Chamoru Language and Culture Teaching Certificate.

- (1) **Minimum Qualifications.** Basic Chamoru Language and Culture Teaching Certificate may be issued to an applicant who:
 - (i) presents evidence of completing sixty (60) semester hours of college credit to include at least twelve (12) semester hours of Chamoru language; *and*
 - (ii) demonstrates proficiency in the Chamoru language as established by the Chamorro Studies Division of the Guam Department of Education.
- (2) **Length of Certification.** The length of certification of the Basic Chamoru Language and Culture Certificate shall be one (1) year.
- (3) **Renewability.** Basic Chamoru Language and Culture Certificate may be renewed any number of times provided the certificate holder submits:
 - (i) evidence of satisfactory performance evaluation; and

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- (ii) evidence of six (6) or more semester hours of college credit applicable to Initial Educator and/or Chamoru Language and Culture Teaching Certificate requirements within the validity of certificate.

(c) Initial Chamoru Language and Culture Teaching Certificate

- (1) Minimum Qualification.** The Initial Educator Chamoru Language and Culture Teaching Certificate may be issued to an applicant who, in addition to meeting such certificate's minimum experience and Chamoru Language requirements, presents evidence of completing a Bachelor's degree fulfilling the requirements for an education degree.
- (2) Length of Certification.** The length of certification of the Initial Chamoru Language and Culture Certificate shall be three (3) years.
- (3) Renewability.** The Initial Educator Chamoru Language and Culture Teaching Certificate is non-renewable. The holder of a Chamoru Language and Culture Teaching Certificate, on or before expiration date, shall apply for Professional Certificate as per the requirements in GCEC 104 (c).

GCEC Rule 106. Certificates for Head Start Teachers

(a) Temporary Head Start Certificate

- (1) Minimum Requirements.** An associate degree in early childhood education; or an associate degree in a field related to early childhood education and coursework equivalent to a major relating to early childhood education, with one (1) year experience teaching preschool-age children. The degree must be from a regionally accredited post-secondary learning institution.
- (2) Length of Certification.** The length for a Temporary Head Start Certificate is two (2) years.
- (3) Renewability.** The Temporary Head Start Certificate may be renewed two (2) times with evidence of satisfactory performance evaluation; and proof of having earned twelve (12) or more semester hours of college credit per year applicable to requirements for a bachelor's degree in Early Childhood Education, or related field.

(b) Basic Head Start Certificate

- (1) Minimum Requirements.** A baccalaureate or advanced degree in any field and coursework equivalent to a major relating to early childhood education from a regionally accredited institution; and a minimum of six (6) months experience teaching pre-school children; or

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A baccalaureate degree in any field and has been admitted into the Teach for America program, passed a rigorous early childhood content exam by ETS, participated in a Teach for America summer training institute that includes teaching preschool children and is receiving ongoing professional development and support from Teach for America's professional staff.

(2) Length of Certification. The length of certification of a Basic Head Start Certificate shall be four (4) years.

(3) Renewability. The Basic Head Start Certificate may be renewed any number of times with evidence of satisfactory performance evaluation by the administrator; and eighty (80) hours of in-service training initiated or by the Head Start program of the Guam Department of Education. **The holder of a Basic Teaching Certificate, on or before expiration date, may apply for Initial Certificate as per the requirements in GCEC 104 (c).**

GCEC Rule 107. Certificates for Career Technical Education (CTE) Teachers

(a) Temporary Career Technical Education Teaching Certificate

(1) Minimum Requirements. The Temporary CTE Teaching Certificate may be issued to an applicant who presents evidence of graduation from high school and must have completed eight (8) years of full-time employment in a recognized trade in the area of specialty.

(2) Length of Certification. The length of certification of a Temporary CTE Teaching Certificate shall be two years.

(3) Renewability. The Temporary CTE Teaching Certificate may be renewed one (1) time with evidence of satisfactory performance evaluation and completion of six (6) semester hours in career and technical education.

(b) Basic Career Technical Education Teaching Certificate

(1) Minimum Requirements. The Basic CTE Teaching Certificate may be issued to an applicant who, presents evidence of either of the following educational qualifications: Completion of an Associate Degree in the area of specialty and at least twelve (12) semester hours of credit in CTE teaching methods, CTE curriculum, CTE Assessment, CTE philosophy and CTE laboratory management; *or* Completion of an Associate Degree in Education with at least eighteen (18) credit hours in area of specialty and twelve (12) semester hours in career and technical education.

(2) Length of Certification. The length of certification of a Basic Career Technical Education Teaching Certificate shall be three (3) years.

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- (3) **Renewability.** The Basic Career Technical Education Teaching Certificate may be renewed any number of times with evidence of satisfactory completion of at least twelve (12) semester hours towards a Bachelor's degree in Basic Technical Education or in the area of specialty and satisfactory performance evaluations.

(c) Professional Career Technical Education Teaching Certificate

- (1) **Minimum Requirements.** The Professional Career Technical Education Teaching Certificate may be issued to an applicant who:
- (i) presents evidence of a Bachelor's Degree in a Technical area of specialty, such as Industrial Technology, Career and Technical Education, Technology Education, Industrial Arts, or Engineering, and including at least 24 semester hours in Career Technical Education;
 - (ii) presents evidence of either of the following: One (1) year verifiable work related technical experience beyond the apprenticeship or learner level in the area of the technical specialty to be taught; or
 - (iii) One (1) year recent successful teaching experience in the technical specialty area for which the candidate was professionally trained.
- (2) **Length of Certification.** The length of certification of a Professional Career Technical Education Teaching Certificate shall be five (5) years.
- (3) **Renewability.** The Professional Career Technical Education Teaching Certificate may be renewed any number of times by providing evidence of either the following:
- (i) official transcripts for six (6) graduate credits or six (6) professionally related undergraduate semester hours; *or*
 - (ii) eighteen (18) Continuing Education Units (CEU's) or a combination of academic credits and CEU's completed within validity period of expired certificate and 240 hours of relevant industry experience; and
 - (iii) satisfactory performance evaluations.

GCEC Rule 108. Certificates for Reading Specialists

- (a) **Minimum Qualifications.** A Reading Specialist Certificate may be issued to an applicant who presents evidence that he or she has passed the Praxis II (Reading Specialist -0300) exams assessment; completed a Master's Degree in Language and Literacy/Reading as aligned with IRA standards; completed three (3) years of successful teaching experience in the area of reading and/or language arts; and successfully earned ninety (90) semester hours of supervised internship or practicum within the Pre K – 12 levels.
- (1) **Length of Certification.** The length of certification of a Reading Specialist Certificate shall be five (5) years.

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- (2) Renewability.** The Reading Specialist Certificate may be renewed any number of times provided the holder presents evidence of a satisfactory performance evaluation and the following within the certification validity period:
- (i) Earned six (6) graduate credits related to the field of literacy (i.e. reading, writing, ESL, linguistics) that meet state-approved standards for graduate level literacy courses;
 - (ii) Ninety (90) clock hours of Professional Growth activities aligned with IRA standards verified by site administrator; or
 - (iii) Any combination of credits and professional activities equivalent to ninety (90) clock hours.

GCEC Rule 109. Certificates for School Administrators

(a) Initial Administrator Certificate

- (1) Minimum Qualifications.** An Initial Administrator Certificate may be issued to an applicant who presents evidence that he or she has completed a Master's Degree; five (5) years of full-time classroom teaching experience; completion of an approved school administration program; and a passing score on the School Leaders Licensure Assessment (SLLA). The passing score shall be determined by the Commission.

The approved school administration program includes skills for K-12 school level building principal; and that it is aligned with the Guam School Administrator Standards; or program is from a college or university within any of the fifty states or administrative jurisdictions and whose advance degree has been awarded by an institution accredited by the National Council for Accreditation of Teacher Education.

- (2) Length of Certification.** The length of certification for an Initial Administrator Certificate shall be three (3) years.
- (3) Renewability.** The Initial Administrator Certificate is not renewable.
- (4) Mentorship Requirement.** During the certification period and to be eligible for the Professional Administrator certificate, the holder of an Initial Administrator Certificate shall provide evidence of completing a mentorship of not less than one (1) year, during the initial certification period, in a Guam school.

(b) Professional Administrator Certificate

- (1) Minimum Qualifications.** A Professional Administrator Certificate may be issued to an applicant who presents evidence that he or she has successfully completed all Initial Administrator requirements; has completed three (3) years of school level administrative experience; presents evidence of satisfactory performance evaluation by the administrator; and has completed sixty (60) hours of professional activities.

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- (2) **Length of Certification.** The length of certification for a Professional Administrator Certificate shall be five (5) years.
- (3) **Renewability.** The Professional Administrator Certificate is renewable any number of times. The applicant shall complete or provide ninety (90) hours of professional growth activities; a Professional Growth Plan concurred by the appropriate superintendent or immediate supervisor and/or satisfactory performance evaluation by supervisor.

Special Policy for Holders of “Professional I” Certificates issued through the Guam Department of Education. All holders of certificates known as the “Professional I” certificate issued under the Guam Education Policy Board’s policy known as “1000.41 Administration and Supervision Certification” prior to April 21, 2009 shall be considered to have met the pre-requisite requirements for a Professional Administrator Certificate under these rules *provided* they met the renewal requirements of the Board’s said policy.

(c) **Master Administrator Certificate**

- (1) **Minimum Qualifications.** A Master Administrator Certificate may be issued to an applicant who presents evidence that he or she has successfully completed all Professional Administrator requirements; has completed thirty (30) graduate credits in school leadership or a related field beyond the Master’s Degree; presents evidence of satisfactory performance approved by the administrator; and has completed ninety (90) hours of professional activities.
- (2) **Length of Certification.** The length of certification for a Master Administrator Certificate shall be ten (10) years.
- (3) **Renewability.** The Master Administrator Certificate is renewable any number of times. A certificate holder shall provide evidence of completing one hundred (120) hours of professional growth activities during the certification period; and presents evidence of satisfactory performance approved by the administrator.

Special Policy for Holders of Master Certificates issued through the Guam Department of Education. All holders of certificates known as the “Professional II” certificate issued under the Guam Education Policy Board’s policy known as “1000.41 Administration and Supervision Certification” prior to April 21, 2009 shall be considered to have met the pre-requisite requirements for a Master Administrator Certificate under these rules *provided* they met the renewal requirements of the Board’s said policy.

GCEC Rule 110. Endorsements for School Librarians

(a) **Temporary School Librarian Endorsement**

- (1) **Minimum Qualifications.** A Temporary School Librarian Endorsement may be issued to an applicant who presents evidence that he or she is a certified teacher with a minimum

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of five (5) years of full-time teaching experience and has completed six (6) semester hours in library science.

- (2) **Length of Endorsement.** The length of endorsement of a Temporary School Librarian Endorsement shall be two years (2).
- (3) **Renewability.** A Temporary School Librarian Endorsement may be renewed two (2) times provided that evidence of satisfactory evaluations as a school librarian and an official transcript which indicates six (6) semester hours toward professional school librarian endorsement has been acquired per year.

(b) Professional School Librarian Endorsement

- (1) **Minimum Qualifications.** Professional School Librarian Endorsement may be issued to an applicant who presents evidence that he or she is a certified teacher; has completed at least twenty-four (24) semester hours of library science courses aligned with American Library Association (ALA) and/or American Association of School Librarians (AASL) standards (in classification and cataloging; selection and acquisition of library materials; library/media administration; reference services; application of library automation and information access; internship or practicum) or has received a certificate of completion from a certified library science program from a regionally accredited university; presents evidence that he or she completed five (5) years of teaching experience; and presents evidence of a satisfactory evaluation from the administrator.
- (2) **Length of Endorsement.** The length of endorsement of a Professional School Librarian Endorsement shall be the same as the educator certificate held by the applicant.
- (3) **Renewability.** A Professional School Librarian Endorsement may be renewed any number of times provided that he or she presents evidence of satisfactory service as a school librarian; completion of ninety (90) hours of professional activities to include semester hours in courses that will enhance the school librarian's work (such as courses in specific content areas, education courses, and library science courses); and Continuing Education Units, or Professional Growth Plan requirements, as approved by the administrator that have been acquired within the preceding five (5) years.

GCEC Rule 111. Certificates for School Counselors

(a) Temporary School Counselor Certificate

- (1) **Minimum Qualifications.** A Temporary School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:
 - Earned a Bachelor's degree from a state approved college/university in Education, Psychology, Social Work, or field related to School Counseling; and
 - Successfully passed Praxis I (PST).

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(2) **Length of Certification.** The length of certification of a Temporary School Counselor Certificate shall be two (2) year.

(3) **Renewability.** A Temporary School Counselor Certificate shall not be renewable.

(b) Initial Counselor Certificate

(1) **Minimum Qualifications.** An Initial School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Bachelor's degree from a state approved college/university in Education, Psychology, Social Work, or field related to School Counseling;
- (ii) Successfully passed Praxis I (PST) *and* Praxis II (Counseling);
- (iii) Completion of an approved graduate level program in School Counseling as aligned with CACREP Common Core Areas and School Counseling Domains;
- (iv) Internship in School Counseling with 90 hours of University/College supervised field based counseling experiences in K-12 settings.

(2) **Length of Certification.** The length of certification of an Initial School Counselor Certificate shall be two (2) years.

(3) **Renewal Requirement.** An Initial School Counselor Certificate shall not be renewable.

(c) Professional Counselor Certificate

(1) **Minimum Qualifications.** A Professional School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Master's Degree in School Counseling; or meets all Initial Counselor prerequisites and have an advanced degree;
- (ii) Successfully passed PRAXIS I (PST);
- (iii) Two hundred (200) hours of supervised field-based experiences in K-12 settings;
- (iv) Two (2) years satisfactory School Counseling;
- (v) A Professional Growth Plan acknowledged by site administrator; and
- (vi) One (1) year of satisfactory classroom teaching or three hundred 360 hours of K-12 counseling related classroom teaching/sessions.

(2) **Length of Certification.** The length of certification of a Professional School Counselor Certificate shall be five (5) years.

(3) **Renewal Requirement.** A Professional School Counselor Certificate may be renewed with the completion of ninety (90) hours of professional counseling related activities

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within the five (5) – year period; a Professional Growth Plan acknowledged by site administrator; and a satisfactory performance evaluation.

(d) Master School Counselor Certificate

(1) Minimum Qualification. A Master School Counselor Certificate may be issued to an applicant who presents evidence that he or she has completed the following requirements:

- (i) Earned a Master’s degree in School Counseling;
- (ii) Seven (7) years satisfactory counseling in K-12 setting;
- (iii) Two (2) years satisfactory classroom teaching in K-12 settings; or seven hundred twenty (720) hours of K-12 counseling related classroom teaching/sessions; and
- (iv) Fifteen (15) categorical graduate credits beyond the Master’s Degree in Counseling and/or related field (i.e. education, psychology, etc.)

(2) Length of Certification. The length of certification of a Masters School Counselor Certificate shall be ten (10) years.

(3) Renewal Requirement. A Master’s School Counselor Certificate may be renewed upon completion of one hundred twenty (120) hours of professional counseling related activities within the ten (10) year period; a Professional Growth Plan acknowledged by site administrator; and a satisfactory performance evaluation.

GCEC 112. Extension on Certification

(a) Time Extension, General. The Executive Director may grant a one-time extension of up to one (1) year in the time validity of an educator certificate, in accordance with Sub-rules (b) and (c) of this rule, to provide relief from the strict application of the terms of requirements relating to educator certification renewal. However, Executive Director shall not grant an extension under this policy for the requirements to complete a three (3) semester credit course in Guam history, or Guam Culture, within the first year after the person’s certification, pursuant to 17 GCA § 5105. Nor shall the Executive Director grant extensions under this policy that are contrary to any other law. Any individual granted an extension under this section shall complete all the requirements for recertification within the extension period.

(b) Standing Committee on Appeals. The GCEC will establish a standing committee on appeals for extension of certifications. The GCEC chair will appoint three members to this committee.

(c) Processing of Extension Requests. All requests for extensions must be submitted in writing to the GCEC Administrator.

(1) If the request is within the purview, s/he will act on it within 5 days.

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- (i) If recommended for approval, the administrator will report the action to the Standing committee on Appeals. The approval must be countersigned by the GCEC chair.
 - (ii) If denied, the administrator will provide a written explanation of the denial to the applicant. The applicant can appeal to the GCEC Standing Committee on Appeals within 10 days of receipt of notice of denial.
- (2) If it is not within the purview of the administrator, it will be channeled to the Appeals Committee within 5 days. The GCEC Administrator will forward the file (request, rejection notice and any other pertinent information) to the Appeals committee. It will act on it within 30 days at the Appeals Committee meeting and provide a recommendation to the GCEC at the next regularly scheduled meeting. The Appeals Committee may request to meet with the applicant.
- (3) The GCEC will act on the recommendation of the Appeals Committee at the next regular meeting following established agenda guidelines:
- (i) If denied, the educator has 10 days to exercise his/her right to a final reconsideration, by providing additional documentation to the Appeals committee via the GCEC office.
 - (ii) At the next regularly scheduled GCEC meeting, the educator can make a 5-minute presentation to the GCEC that includes any additional factors that have not been presented.
 - (iii) If no additional documentation is provided, the request for reconsideration is denied.
 - (iv) The commission will vote on the final reconsideration. The request for reconsideration cannot be further appealed.
- (d) **Reporting of Requests.** All actions by either the Administrator or Appeals committee on requests for extensions of certificates must be reported at the regular GCEC meetings.
- (e) **Length of Extensions.** All approved requests will follow the established policies for length of extensions.
- (f) **Conditions for Extension.** Every effort shall be made to make the request within thirty (30) days of the expiration of the certificate date. The time extension provided in Sub-rule (a) of this Rule may be granted to any individual holding an educator certificate, if one of the conditions below applies to the certificate holder during the validity period of the certificate:

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- (i) The certificate holder suffered a medical condition which prevented him or her from satisfying the requirements for renewal of his certificate and such individual provides written proof from a licensed physician that he or she suffered such medical condition, including the duration of the medical condition.
- (ii) The certificate holder has been on active duty in the military and provides his or her form DD-214 verifying dates of service preventing him or her from satisfying the requirements for renewal of his certificate.
- (iii) Personal or immediate family member medical expenses incurred by the certificate holder which were not covered under a plan of health insurance caused financial hardship on the certificate holder, preventing him or her from meeting the financial requirements (i.e. tuition for courses) for certificate renewal. For purposes of this subsection, the holder shall maintain, for review by the Commission, records, receipts or letters from his or her insurance company, health care provider or any other relevant entity indicating such financial hardship.
- (iv) A Commission administrative problem prevented the certificate holder from complying with the requirements for renewal of his or her certificate and the Executive Director of the Commission determines that the administrative problem is adequate to justify the extension.
- (v) The certificate holder has been unable to secure employment or experience relevant to a specific employment or experiential requirement for renewal of his certificate, and such inability has prevented him or her from satisfying such requirement. For purposes of this subsection, the holder shall maintain a list of schools or school districts contacted, including dates, and a detailed written explanation thereof.
- (vi) The certificate holder, because of extreme hardship or other circumstances beyond his or her control was unable to complete the requirements for renewal of certification. For purposes of this subsection, the Commission may require from the certificate holder, evidence of the extreme hardship.

GCEC Rule 113. Fees

- (a) **Disposition of Fees.** Fees collected for the issuance and maintenance of educator certificates shall be used to carry out the goals and objectives of the Guam Commission for Educator Certification to include the daily operations of the Guam Certification Office. Such fees may be expended for, but not limited to; the following appropriation classifications: Personnel Services; Operations; Utilities; and Capital Outlay.
- (b) **Application Fee.** Every application for a certificate hereunder shall be accompanied by an application fee. The application fee for review for certification shall be equal to the certification fee. If the applicant for initial certification fulfills all the requirements, the certification fee will be reduced by fifty percent (50%). If the applicant needs to complete additional requirements for certification, the application fee will be required upon resubmission of application. Out-of-state application fees will incur an additional \$25 for

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evaluation. The application fee for renewal of certificates shall be equal to the certification fee, with no reduction in the certificate fee. The cost for the certificate will be \$5 per year regardless of the length of certificate. The application fee is non-**refundable**.

- (c) **Endorsement Fee.** An endorsement of a second content area may be added to an educator certificate at any time during the term of the certificate. A temporary endorsement will be added to a certificate with evidence of 6 credit hours in the content area and a payment of a \$10 fee. To receive a professional endorsement, the applicant must provide evidence of successful completion of at least 15 credit hours in the content or 24 in the case of library science. The professional endorsement fee will be \$25 and will remain with the primary certificate through any renewal, with the payment of the additional fee.

Each certificate prescribed by this Rule shall be as follows:

| CERTIFICATE CATEGORY | APPLICATION FEE | INITIAL CERTIFICATE | RENEWAL CERTIFICATE | LENGTH OF CERTIFICATE |
|---------------------------|-----------------|---------------------|---------------------|-----------------------|
| 1. Temporary | \$10.00 | \$10.00 | \$10.00 | 2 year |
| 2. Initial Educator | \$15.00 | \$15.00 (50%) | NONE | 3 year |
| 3. Professional | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 4. Master Educator | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 5. Temporary Chamoru | \$5.00 | \$5.00 | \$5.00 | 2 year |
| 6. Basic Chamoru | \$5.00 | \$5.00 | \$5.00 | 1 year |
| 7. Initial Chamoru | \$15.00 | \$15.00 | NONE | 3 years |
| 8. Temporary Head Start | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 9. Basic Head Start | \$10.00 | \$10.00 | \$10.00 | 4 years |
| 10. Temporary CTE | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 11. Basic CTE | \$15.00 | \$15.00 | \$15.00 | 3 years |
| 12. Professional CTE | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 13. Reading Specialist | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 14. Initial Administrator | \$15.00 | \$15.00 | NON | 3 years |
| 15. Professional Admin | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 16. Master Admin | \$50.00 | \$50.00 | \$50.00 | 10 years |

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|------------------------------|---------|---------|---------|-----------------------------|
| 17. Temporary Endorsement | \$10.00 | \$10.00 | \$10.00 | 2 years |
| 18. Professional Endorsement | \$25.00 | \$25.00 | \$25.00 | Term of Primary Certificate |
| 19. Temporary Counselor | \$10.00 | \$10.00 | NON | 2 years |
| 20. Initial Counselor | \$10.00 | \$10.00 | NON | 2 years |
| 21. Professional Counselor | \$25.00 | \$25.00 | \$25.00 | 5 years |
| 22. Master Counselor | \$50.00 | \$50.00 | \$50.00 | 10 years |
| 23. Replacement | | | \$10.00 | |

GCEC Rule 114. Disciplinary Action

(a) **Complaints.** Proceedings to suspend or to revoke an individual's certificate may be initiated by any person who may press or prefer charges of immoral or unprofessional conduct, evident unfitness for teaching, or evident unsatisfactory performance or persistent defiance of, and refusal to obey laws, these rules and regulations, the approved Educator Code of Ethics.

- (1) Any and all charges presented against holding a certificate must be made in writing, sworn to by the person or persons making them before a Notary Public and shall be filed with the Secretary of the Commission.
- (2) All charges made should include the following: the name and address of the complaint and respondent, a concise statement of the complaint with facts supporting the allegation that a violation has occurred and a statement of the relief sought. The complainant shall sign the complaint witnessed by a Notary Public.
- (3) Complaints may also be initiated by any member of the Commission, procedures available at office, where only submittal of facts or documents. Such submittals shall be without opinion. The submitting Commission member may participate in actions pertaining to the matter without prejudice provided opinions were not included with the submittals.
- (4) Prior to any disciplinary action being taken, the Commission may negotiate a Settlement of the charges.

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(5) If no response is received by the Commission by the due date, the Commission may proceed on the Accusation without a hearing.

(b) Summons and Complaint.

(1) In the event the Commission determines that a probable cause exists, the Legal Counsel of the Commission shall be requested to prepare a summons and complaint.

(2) The summons and complaint shall be personally served or mailed to the last known address of the individual holding a certificate at least thirty (30) days before the date fixed for hearing. If mailed, a return receipt shall be requested.

(3) The summons and complaint shall show the time, place and nature of the hearing, a statement of legal authority and jurisdiction under which the hearing is to be held, reference to the particular section of statutes and/or rules involved, and a short and plain statement of the matters asserted. The notice of the summons and complaint shall indicate that at any hearing the accused individual registrant or firm holding a certificate shall have the right to appear in person or be represented by counsel or both to cross-examine witnesses in his or her or its defense and to produce evidence and witnesses of his or her or its defense. If the accused person or corporation fails or refuses to appear, the Commission may proceed to hear and determine the validity of the charges. The notice shall be in substantial compliance with the requirements of the laws of this Territory.

(c) Evidentiary Matters. The Commission shall follow the Administrative Adjudication Act on this matter.

(d) Conduct of Hearing. The Commission shall follow the Administrative Adjudication Act wherein either the Legal Counsel shall hear the case and make recommendations to the Commission, or where the Commission hears the case, the hearing officer shall act as the judge.

(e) Order of the Commission. The Commission shall issue an order as soon as possible from the date of the final hearing.

(f) Discipline. Upon order by the Commission in which the respondent is found guilty of the charges, the Commission may issue a reprimand, suspend, and refuse to renew the individual's certificate; or revoke certification immediately. At its discretion, the Commission may stay, permanently or temporarily, the execution of its order conditioned on any provision that the Commission believes appropriate under the circumstances for the case.

GCEC Rule 115. Code of Ethics

(a) Educators

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PRINCIPLE I: Commitment to the Students. The educator strives to help each student realize his or her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals. In fulfillment of the obligation to the students, the educator:

- (1) Shall treat all students with respect and dignity.
- (2) Shall provide students with opportunities for expansion of ideas and support their varying perspectives.
- (3) Shall make reasonable effort to protect students from conditions harmful to learning or to health and safety.
- (4) Shall maintain a professional relationship with students.
- (5) Shall maintain confidentiality of students obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
- (6) Shall not deliberately suppress or distort subject matter relevant to students' progress.
- (7) Shall not intentionally expose students to embarrassment or disparagement.
- (8) Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly:
 - (i) Exclude any student from participation in any program.
 - (ii) Deny benefits to any student.
 - (iii) Grant any advantage to any student.

PRINCIPLE II: Commitment to the Profession. The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service. In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons. In fulfillment of the obligation to the profession, the educator:

- (1) Shall act with integrity and treat all colleagues with respect and dignity.
- (2) Shall maintain the positive and professional image of educators in the community.
- (3) Shall maintain confidentiality of colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
- (4) Shall not knowingly make false or malicious statements about a colleague.
- (5) Shall not in an application for a professional position deliberately make false statement or fail to disclose a material fact related to competency and qualification.
- (6) Shall not misrepresent his/her professional qualifications.
- (7) Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute.
- (8) Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
- (9) Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action.

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Sanctions. Major violation of any of these principles shall subject the individual to revocation or suspension of the individual educator's certificate, or other sanctions as stipulated by law or GCEC rule.

(b) Commissioners

The Guam Commission for Educator Certification is responsible for ensuring the public that educators working in the Guam schools meet high standards. Therefore, the Commissioners confirm their commitment to this goal through high standards of behavior, recognizing the responsibility they hold to the future of the Island. The Code of Ethics is the guideline for the behavior of standards of the Commissioners.

- (1) Commission members shall maintain the integrity of their position as representatives of the Guam Commission for Educator Certification.
- (2) Commission members will make every effort to be prepared, punctual, in attendance at and participate in every Commission meeting.
- (3) Commission members who are representing agencies will ensure that a representative will be designated to attend meetings; in addition, the choice of designee will be consistent to maintain continuity.
- (4) Commission members will encourage free expression of opinion by all Commission and committee members, and staff, while maintaining the confidentiality of personnel issues discussed in committee or as a Commission.
- (5) Commission members shall conduct meetings in an orderly manner, follow rules of order, and through their demeanor and words, maintain the dignity of all Commission members. In addition, any Commission member shall act as a spokesperson for the Commission when specifically authorized to do so.
- (6) Commission members shall work together with a sense of collegiality and cooperation, both in their meetings as a whole and in sub committees.
- (7) Commission members will not use their position on the Guam Commission for Educator Certification for personal advancement or the advancement of those known to them.
- (8) Commission members will maintain a spirit of cooperation and keep open lines of communication with the Director and other personnel of the Guam Commission for Educator Certification; with the Guam School System, both public and private; and with the community at-large.
- (9) Commission members will keep up-to-date on issues dealing with educator certification, staff development, and current educational research, in order to

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render decisions based on a review of all aspects of the issues, including a balanced consideration of state and local influences.

- (10) Commission members will accept and abide by the Guam laws that impact the legal and fiscal responsibilities of the Guam Commission for Educator Certification

GCEC Rule 116. Reinstatement of Certification After Suspension

- (a) **Petition for Reinstatement.** Upon petition of an individual formerly holding a certificate, which has since been suspended, the Commission may reissue a certificate provided that a majority of the members of the Commission vote in favor of such issuance.
- (b) **Commission Action.** The Commission, for reasons it may deem sufficient, may reissue a certificate to any person whose certificate has been suspended. Such reissuance shall not supersede prior Commission decisions and recommendations as to penalty etc. taken for disciplinary action.
- (c) **Conflict and Bias**
- (i) A Commission Member shall be excused and shall not vote in any action, disciplinary or otherwise, if the Commission Member may be biased for or against a Respondent or there may exist a potential conflict of interest. If a potential conflict of interest or bias exists, such determination shall be made by a majority vote of the remaining Commission members.
- (ii) If the Commission member has a potential conflict, that Commission member is obligated to disclose such a potential conflict.

GCEC Rule 117. Severability. If any of the Rules and Regulations, or any part thereof, of this Commission promulgated under the provisions of the rule making authority for Territory agencies are found by the courts to be invalid for any reason, the remainder shall continue in full force and effect. Each Rule and/or any portion thereof shall be severable.

GCEC Rule 118. Adoption and Amendment of Rules

- (a) **Adoption of Rules.** Rules or regulations are adopted by this Commission, under the provision of Public Law 29-73 governing the practice of professional educators in K-12 which may be reasonably necessary for the proper performance of its duties and the regulations of the proceedings before it. They must not be inconsistent with the Constitution and the laws of Guam and shall be in compliance with the Administrative Adjudication Act.
- (b) **Petition for Rule-making.** Any person wishing to submit a petition requesting the adoption, amendment or repeal of a rule or regulation by the Commission shall address a petition to the Executive Director. The container of the petition shall clearly bear the

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notation: RULE-MAKING PETITION RE: and then the subject area. The petition must contain the following information:

- (i) an indication of the subject area to which the petition is directed;
- (ii) either a draft of the proposed rule or a summary of its contents;
- (iii) reasons for proposal;
- (iv) effect on existing rules or orders;
- (v) any data supporting the proposal;
- (vi) effect of the proposed rule on existing practices in the area involved, including cost factors;
- (vii) names or a description of those most likely to be affected by the proposed rule; and
- (viii) name and address of petitioner.

- (c) **Timelines.** The Executive Director shall transmit the petition to the Commission within ten 10 of days after receiving the petition. The Commission shall make a decision on whether to grant or deny the petition within fifty (50) days. This rule shall be carried out in accordance with 5 GCA § 9307.