



**DEPARTMENT OF EDUCATION
OFFICE OF THE SUPERINTENDENT**



www.gdoe.net
P.O. Box D.E., Hagatña, Guam 96932
Telephone: (671)475-0457 or 300-1547/1536 • Fax: (671)472-5003
Email: nbunderwood@gdoe.net

Nerissa Bretania Underwood, Ph.D.
Superintendent of Education

November 1, 2010

MEMORANDUM

36-10-0976
Office of the Speaker
Judith T. Won Pat, Ed. D.
Date: 11/9/2010
Time: 12:57 PM
Received by: [Signature]

To: Office of the Governor of Guam
Speaker, 30th Guam Legislature

From: Superintendent of Education

Subject: Transmittal of DE-1(s) GG-1 or Contract of Employees
Ref: Public Law 30-196, Section 11(a)

Buenas! I am transmitting the following GG-1s (DE-1(s)) pursuant to Public Law 30-196, Section 11(a)(b) which states, "that the Superintendent of GDOE shall electronically report the following to *I Maga'lahen Guåhan* and the Speaker of *I Liheslaturan Guåhan*:

- (a) within fifteen (15) days after the start of Fiscal Year 2011, the Superintendent of GDOE shall provide a copy of the GG-1 or Contract of employees hired for School year 2010-2011.
- (b) Thirty (30) days after the start of Fiscal year 2011 and monthly thereafter, the Superintendent of GDOE shall provide a copy of the GG-1 or Contract of each employee hired to fill any vacancy or new position."

Should you have any question regarding these documents, please contact my office.

[Signature]
NERISSA BRÉTANIA UNDERWOOD, Ph.D.

Attachments [Signature]

RECEIVED
NOV 03 2010
[Signature]
DISTRIBUTION ATTACH

2010 NOV 15 PM 2:44
[Signature]

OFFICE OF THE GOVERNOR
CENTRAL FILES
[Signature]
RECEIVED BY
TIME 1:53 DATE 11/3/10

LOCAL FULL TIME
Report As of October 31, 2010

Nature of Action	School/Division	Position Title	Name of Vice	Employee Name	Date Hired	Fund	PG/STEP	Salary
A. Limited Term Full-Time B. Termination	Astumbo Middle	Teacher IC	Medina, Jamie	Barcinas, Angelo M.	10/5/2010 - 5/27/2011	L	I-2	\$25,908
A. Limited Term Full-Time B. Termination	HS Truman Elem.	Teacher ID	Harris, George	Palomares, Marylee	10/20/2010 - 5/27/2011	L	IT-3	\$28,427
Probational Appontment	Wettengel Elementary	Teacher II Employee	Andres, Germana	Rivera, Viviann	10/21/2010	L	K-2	\$29,865
Above Step Recruitment/ Probational Appointment	Personnel Services Division	Management Relations Officer	Masnayon, Maria	Koss, Robert E.	10/25/2010	L	N-10	\$46,596
A. Limited Term Full-Time B. Termination	GWHS	Teacher II	Mendiola, Jennifer	Hobson Jr., Joseph V.	10/25/2010 - 5/27/2011	L	IT-3	\$28,427
Probational Appontment	Agana Heighths Elem.	Teacher III	Lizama, Ruth	Duenas, Crystal T.	10/29/2010	L	L-2	\$32,123

TOTAL: 6



**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) BARCINAS, ANGELO M.	2. D.O.B 3/3/1983	3. Employee ID No. 690011609	4. Date Requested 09/29/2010
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (FULL-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. A-SAP 10/04/2010 B. 05/27/2011 COB.

FROM	DESCRIPTION	TO
B. TEACHER I-C (03420C) PAY GRADE I-2, \$25,908.00 P/A DEPARTMENT OF EDUCATION SECONDARY ASTUMBO MIDDLE (4037) 11.10.40.37.10.0111.0000	8. Position Title 9. PG Step & Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. TEACHER I-C (03420C) PAY GRADE I-2, \$25,908.00 P/A DEPARTMENT OF EDUCATION SECONDARY ASTUMBO MIDDLE (4037) 11.10.40.37.10.0111.0000

14. REMARKS:

THIS POSITION/EMPLOYMENT IS LOCAL FUNDED AND SUBJECT TO AVAILABILITY OF FUNDS.

VICE: MEDINA, JAMIE (LTFT 5/29/10)

SUBJECT TO SATISFACTORY OF MEDICAL EXAMINATION.

"LIMITED TERM APPOINTMENTS" ARE SUBJECT TO TERMINATION OR REPLACEMENT AT ANY TIME AT THE DISCRETION OF THE DEPARTMENT OF EDUCATION.

PURSUANT TO CSC NO. 92-0238, DATED: JANUARY 23, 1992 "BLANKET AUTHORITY"

Reviewed By: *M. A. Romero* **KRISTIN A. ROMERO** Date: 9-30-10

Certified Funds Available: Amount: **\$25,908.00 P/A**

15. Requested By: (Signature and Title) <i>Antonette Muna Santos</i> ANTONETTE MUNA SANTOS, Assistant Administrator Personnel Services Division	16. For additional information call (Name and Tel. No.) <i>Doris Faisao</i> 9/29/2010 DORIS FAISAO, PSIV Teacher Recruitment Section
17. Approved By: <i>Nerissa Bretania Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>9-30-10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

S sac/dmer/ABC/AMS

dw 9/29/10



**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) PALOMARES, MARYLEE	2. D.O.B 1/22/1967	3. Social Security No. 690006813	4. Date Requested 10/12/2010
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (FULL-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 10/20/2010 B. 5/27/2011 COB

FROM	DESCRIPTION	TO
B. TEACHER I-D (03420D) PAY GRADE IT-3, \$28,427.00 P/A DEPARTMENT OF EDUCATION ELEMENTARY H.S. TRUMAN ELEM (3007) 11.11.30.07.10.0111.0000	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. TEACHER I-D (03420D) PAY GRADE IT-3, \$28,427.00 P/A DEPARTMENT OF EDUCATION ELEMENTARY H.S. TRUMAN ELEM (3007) 11.11.30.07.10.0111.0000

14. REMARKS:

VICE: HARRIS, GEORGE (RET TEACH RESIGNED 9/9/10)

"LIMITED TERM APPOINTMENTS" ARE SUBJECT TO TERMINATION OR REPLACEMENT AT ANY TIME AT THE DISCRETION OF THE DEPARTMENT OF EDUCATION.

THIS POSITION/EMPLOYMENT IS LOCAL FUND AND SUBJECT TO AVAILABILITY OF FUNDS.

PURSUANT TO CSC MEMO NO. 92-0238 - DATED 1/23/1992 "BLANKET AUTHORITY."

Reviewed By: M. Ochoa Date: 10/14/10

Certified Funds Available: Amount: \$28,427.00 P/A

15. Requested By: (Signature and Title) ANTONETTE MUÑA SANTOS, Assistant Administrator - Personnel Services Division	16. For additional information call (Name and Tel. No.) DORIS F. FAIAO, PSIV Teacher Recruitment Section
17. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>10.18.10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION				OCT 19 2010	
EMPLOYMENT					
RETIREMENT					
RECORDS					

all eve/dmer/ABC

all 10/17/10



FDEPARTMENT OF EDUCATION REQUEST FOR PERSONNEL ACTION

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) RIVERA, VIVIANN JOY B	2. D.O.B 1/8/1986	3. Social Security No. 690011393	4. Date Requested 10/19/2010
5. Nature of Action (Use Standard Terminology) PROBATIONAL APPOINTMENT FULL TIME EMPLOYEE		6. Legal Authority: Public Law 26-26	7. Effective Date 10/21/2010 ASAP

FROM	DESCRIPTION	TO
	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	TEACHER II (03421) PAY GRADE K-2, \$29,865.00 P/A DEPARTMENT OF EDUCATION ELEMENTARY WETTENGEL ELEM (3022) 11.11.30.22.10.0111.0000

14. REMARKS:

VICE: ANDRES, GERMANA B (RETIRED 9/20/10)

THIS POSITION/EMPLOYMENT IS LOCAL FUND AND SUBJECT TO AVAILABILITY OF FUNDS.

PURSUANT TO CSC MEMO NO. 92-0238 - DATED JANUARY 23, 1992 "BLANKET AUTHORITY."

SUBJECT EMPLOYEE IS ENTITLED FOR REINSTATEMENT OF ALL SICK LEAVE ACCUMULATED AND NOT USED AS OF LAST SEPARATION, PURSUANT TO 4GCA, SECTION 4108.

Reviewed By: Date: 10.22.10

Certified Funds Available: Amount: **\$29,865.00 P/A**

15. Requested By: (Signature and Title) ANTONETTE MUÑA SANTOS, Assistant Administrator - Personnel Services Division	16. For additional information call (Name and Tel. No.) DORIS F. FAISAO, PSIV Teacher Recruitment Section
17. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>27 OCT 2010</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION				OCT 27 2010	
EMPLOYMENT					
RETIREMENT					
RECORDS					

eve/dmer/ABC

10/27/10



**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) Robert E. KOSS	2. D.O.B 11/17/1963	3. Employee ID No. 690001445	4. Date Requested 10-21-2010
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5. Nature of Action (Use Standard Terminology) ABOVE-STEP RECRUITMENT/ PROBATIONAL APPOINTMENT FULL-TIME EMPLOYEE	6. Legal Authority: Public Law 26-26	7. Effective Date 10-25-2010
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FROM	DESCRIPTION	TO
	8. Position Title	EMPLOYEE-MANAGEMENT RELATIONS OFFICER (DOE) (2.556)
	9. PG Step & Salary	PAY GRADE N-10, \$46,596.00 P/A
	10. Department	DEPARTMENT OF EDUCATION
	11. Division	FINANCE AND ADMINISTRATIVE SERVICES
	12. Section	PERSONNEL SERVICES DIVISION (2300)
	13. Allotment No.	11.11.23.00.29.0111.0000

14. REMARKS:

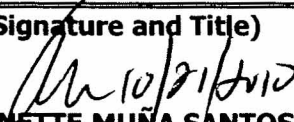

PERMANENT POSITION


This position/employment is Local Funded and Subject to availability of funds.

VICE: MASNAYON, Marie, Resign:, Eff. 10/09/2009

Reviewed By:  **KRISTIN A. ROMERO** Date: 10.22.10

Certified Funds Available: Amount: **\$46,596.00 P/A**

15. Requested By: (Signature and Title)  ANTONETTE MUÑA SANTOS, Assistant Administrator Personnel Services Division	16. For additional information call (Name and Tel. No.)  IRIS M. CRUZ, PS Non-Teaching Recruitment Section
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17. Approved By:  NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>10/21/10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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19. CLEARANCES – ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED						
TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION	
CLASSIFICATION				OCT 27 2010		
EMPLOYMENT						
RETIREMENT						
RECORDS						

AMS/iris



**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE - 1 Rev. 05-12-06

1. Name (First, Middle, Last) HOBSON, JR. JOSEPH VICTOR	2. D.O.B 4/26/1936	3. Employee ID No. 690011611	4. Date Requested 10/18/2010
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (FULL-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 10/25/2010 B. 05/27/2011 COB.

FROM	DESCRIPTION	TO
B. TEACHER II (03421) PAY GRADE K-4, \$33,378.00 P/A DEPARTMENT OF EDUCATION SECONDARY G.W. HIGH (4040) 11.11.40.40.10.0111.0000	8. Position Title 9. PG Step & Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. TEACHER II (03421) PAY GRADE K-4, \$33,378.00 P/A DEPARTMENT OF EDUCATION SECONDARY G.W. HIGH (4040) 11.11.40.40.10.0111.0000

14. REMARKS:

THIS POSITION /EMPLOYMENT IS LOCAL FUNDED AND SUBJECT TO AVAILABILITY OF FUNDS.

VICE: MENDIOLA, JENNIFER (RESIGNED 9/10/10)

SUBJECT TO SATISFACTORY OF MEDICAL EXAMINATION.

"LIMITED TERM APPOINTMENTS" ARE SUBJECT TO TERMINATION OR REPLACEMENT AT ANY TIME AT THE DISCRETION OF THE DEPARTMENT OF EDUCATION.

SUBJECT EMPLOYEE IS ENTITLED FOR REINSTATEMENT OF ALL SICK LEAVE ACCUMULATED AND NOT USED AS OF LAST SEPARATION, PURSUANT TO 4GCA, § 4108.

PURSUANT TO CSC NO. 92-0238, DATED: JANUARY 23, 1992 "BLANKET AUTHORITY"

Reviewed By: *M. A. Romero* **KRISTIN A. ROMERO** Date: 10/20/10

Certified Funds Available: Amount: **\$33,378.00 P/A**

15. Requested By: (Signature and Title) ANTONETTE MUÑA SANTOS, Assistant Administrator Personnel Services Division	16. For additional information call (Name and Tel. No.) DORIS F. PAISAO, PSIV Teacher Recruitment Section
17. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: 21 OCT 2010	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION				OCT 21 2010	
EMPLOYMENT					
RETIREMENT					
RECORDS					

ms sac/dmer/ABC/AMS

ms 10/18/10



**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) DUENAS, CRYSTAL T	2. D.O.B 2/10/1984	3. Social Security No. 690010905	4. Date Requested 10/20/2010
5. Nature of Action (Use Standard Terminology) PROBATIONAL APPOINTMENT FULL-TIME EMPLOYEE		6. Legal Authority: Public Law 26-26	7. Effective Date XASAP 10/20/2010

FROM	DESCRIPTION	TO
	8. Position Title	TEACHER III (O3422)
	9. PG Step, Salary	PAY GRADE L-2, \$32,123.00 P/A
	10. Department	DEPARTMENT OF EDUCATION
	11. Division	ELEMENTARY
	12. Section	AGANA HEIGHTS ELEM (3001)
	13. Allotment No.	11.11.30.01.10.0111.0000

14. REMARKS:

VICE: LIZAMA, RUTH (RET 9/30/10)

THIS POSITION/EMPLOYMENT IS LOCAL FUND AND SUBJECT TO AVAILABILITY OF FUNDS.

PURSUANT TO CSC MEMO NO. 92-0238 - DATED JANUARY 23, 1992 "BLANKET AUTHORITY."

Reviewed By: M. Ochoa Date: 10/22/10

Certified Funds Available: Amount: \$32,123.00 P/A

15. Requested By: (Signature and Title) ANTONETTE MUÑA SANTOS, Assistant Administrator - Personnel Services Division	16. For additional information call (Name and Tel. No.) DORIS F. FAISAO, PSIV Teacher Recruitment Section
17. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: 27 OCT 2010	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED						
TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION	
CLASSIFICATION				OCT 27 2010		
EMPLOYMENT						
RETIREMENT						
RECORDS						

eve/dmer/ABC

10/22/10

LOCAL PART-TIME
Report As of October 31, 2010

Nature of Action	School/Division	Position Title	Name of Vice	Employee Name	Date Hired	Fund	PG/STEP	Salary
A. Limited Term Part-Time B. Termination	Liguan Elementary	Teacher I (On-Call)	Lujan, Bertha	Weaver, Carmen	10/25/2010 - 5/27/2011	L	G-1	\$9.00 P/H
A. Limited Term Part-Time B. Termination	MA Ulloa Elementary	Teacher I (On-Call)	Castro, Maria	Baza, Ann Marie	10/25/2010 - 5/27/2011	L	G-1	\$9.00 P/H

TOTAL: 2



DEPARTMENT OF EDUCATION REQUEST FOR PERSONNEL ACTION

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) WEAVER, CARMEN S.	2. D.O.B 6/15/1936	3. Employee ID No. 690002845	4. Date Requested 10/19/2010
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. ASAP 10/25/2010 B. 05/27/2011 COB.
FROM	DESCRIPTION	TO	
B. TEACHER I (ON CALL SUBSTITUTE) (03480) PAY GRADE G-1, \$9.00 P/H DEPARTMENT OF EDUCATION ELEMENTARY LIGUAN ELEM. (3028) 11.11.30.28.11.0114.0000	8. Position Title 9. PG Step & Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. TEACHER I (ON CALL SUBSTITUTE) (03480) PAY GRADE G-1, \$9.00 P/H DEPARTMENT OF EDUCATION ELEMENTARY LIGUAN ELEM. (3028) 11.11.30.28.11.0114.0000	

14. REMARKS:

"LIMITED TERM APPOINTMENTS" ARE SUBJECT TO TERMINATION OR REPLACEMENT AT ANY TIME AT THE DISCRETION OF THE DEPARTMENT OF EDUCATION.

THIS POSITION/EMPLOYMENT IS LOCAL FUNDED AND SUBJECT TO AVAILABILITY OF FUNDS.

VICE: LUJAN, BERTHA (LTFT 5/28/10)

\$9.00 PH X 6 HOURS PER DAY = \$54.00 PER DAY

\$54.00 PER DAY X 140 DAYS = \$7,560.00 P/A

Reviewed By: *M. A. Romero* KRISTIN A. ROMERO Date: 10/20/10

Certified Funds Available: Amount: **\$7,560.00 P/A**

15. Requested By: (Signature and Title) <i>Antonette Muña Santos</i> ANTONETTE MUÑA SANTOS Assistant Administrator Personnel Services Division	16. For additional information call (Name and Tel. No.) <i>Doris F. Faisao</i> 10/19/10 DORIS F. FAISAO, PSIV Teacher Recruitment Section
17. Approved By: <i>Nerissa Bretania Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>27 OCT 2010</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

OCT 20 2010

elw
sac/dmer/ABC/AMS
10/19



DEPARTMENT OF EDUCATION REQUEST FOR PERSONNEL ACTION

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) BAZA, ANN MARIE M.	2. D.O.B 6/26/1966	3. Employee ID No. 690007299	4. Date Requested 10/18/2010
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. ASAR 10/25/2010 B. 05/27/2011 COB.

FROM	DESCRIPTION	TO
B. TEACHER I (ON CALL SUBSTITUTE) (03480) PAY GRADE G-1, \$9.00 P/H DEPARTMENT OF EDUCATION ELEMENTARY M.A. ULLOA ELEM. (3013) 11.11.30.13.11.0114.0000	8. Position Title 9. PG Step & Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. TEACHER I (ON CALL SUBSTITUTE) (03480) PAY GRADE G-1, \$9.00 P/H DEPARTMENT OF EDUCATION ELEMENTARY M.A. ULLOA ELEM. (3013) 11.11.30.13.11.0114.0000

14. REMARKS:

"LIMITED TERM APPOINTMENTS" ARE SUBJECT TO TERMINATION OR REPLACEMENT AT ANY TIME AT THE DISCRETION OF THE DEPARTMENT OF EDUCATION.

THIS POSITION/EMPLOYMENT IS LOCAL FUNDED AND SUBJECT TO AVAILABILITY OF FUNDS.

VICE: CASTRO, MARIA (RESIGNED 8/27/10)

\$9.00 PH X 6 HOURS PER DAY = \$54.00 PER DAY
 \$54.00 PER DAY X 141 DAYS = \$7,614.00 P/A

Reviewed By: KRISTIN A. ROMERO Date: 10.20.10

Certified Funds Available: Amount: \$7,614.00 P/A

15. Requested By: (Signature and Title) ANTONETTE MUÑA SANTOS, Assistant Administrator Personnel Services Division	16. For additional information call (Name and Tel. No.) DORIS F. FAISAO, PSIV Teacher Recruitment Section
17. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: 21 OCT 2010	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____

19. CLEARANCES – ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION				OCT 21 2010	
EMPLOYMENT					
RETIREMENT					
RECORDS					

sac/dmer/ABC/AMS

**FEDERAL PART-TIME
As of October 31, 2010**

Nature of Action	School/Division	Position Title	Name of Vice	Employee Name	Date Hired	Fund	PG/STEP	Salary
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Manggur, Bernie	Quintanilla, Vincent C.	10/4/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Ungacta, Roseann	Manibusan, Laura R.	10/12/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education Transportation	School Aide I	Roberto, Lisa	Jamanila, Angelica N.	10/4/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	San Nicolas, Marilyn	Quichocho, Bonnie	10/28/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Salas, Natasha	Angeles, Marlyn	10/28/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Rosario, Jude	Cruz, Katherine	10/28/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Meno, Jason	Salas, Kimberlee	10/28/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Acfalle, Gisela	Flores, Jeremy J.	10/28/10 - 12/31/10	F	D-6	\$7.62 PH
A. Limited Term PT B. Termination	Special Education One to One	School Aide I	Blas, Lucille	Perez, Cody	10/28/10 - 12/31/10	F	D-6	\$7.62 PH

TOTAL: 9

**GUAM DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

1. Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. E.I.N.	4. Date Requested 8/18/10
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 8/20/2010 10/4/2010 B. 9/30/2010 COB

FROM	DESCRIPTION	TO
B. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520 <i>RM</i>

14. REMARKS:

FEDERALLY FUNDED

This position/employment is federally funded by Special Education- Individuals with Disabilities Part B/Admin and subject to availability of funds."

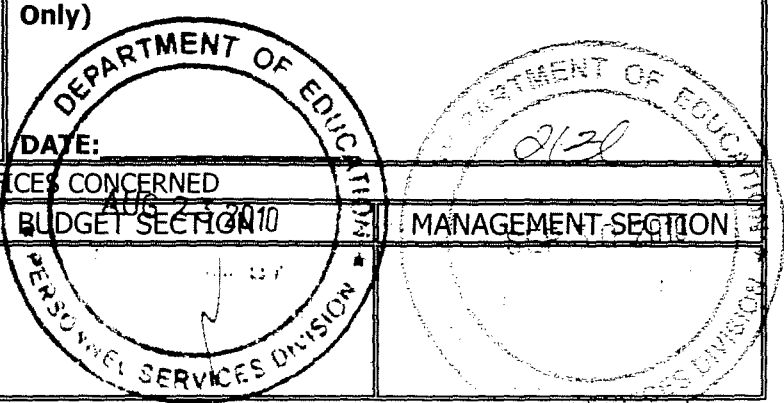
5 DAYS X 7 HOURS = 245 HOURS
45 HOURS X \$7.62 = \$ 1, 866.90
ICE: Manggur, Bernie

Reviewed By: *M. Romero* **KRISTIN ROMERO** Date: 8/19/10

Certified Funds Available: Amount: \$1,866.90 P/A

5. Requested By: (Signature and Title) <i>MAY A CAMACHO</i> MAY A CAMACHO, Assistant Superintendent, Special Education	16. For additional information call (Name and Tel. No.) <i>ANTONETTE MUNA SANTOS</i> ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services
7. Approved By: <i>NERISSA BRETANIA UNDERWOOD</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>8/20/10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) <i>ANTONETTE MUNA SANTOS</i> ANTONETTE MUNA SANTOS DATE: <u>8/20/10</u>

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED				BUDGET SECTION		MANAGEMENT SECTION	
TO	ACTION	BY	DATE				
CLASSIFICATION							
EMPLOYMENT							
TERMINATION							
RECORDS							





**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1 Rev. 05-12-06

1. Name (First, Middle, Last) To Be Recruited.	2. D.O.B	3. EIN No.	4. Date Requested 8/13/2010
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5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)	6. Legal Authority: Public Law 26-26	7. Effective Date A. ASAP 10/12/2010 B. 5/27/2011 COB
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FROM	DESCRIPTION	TO
B. HEAD START AIDE (03410) PAY GRADE E-1, \$8.01 Per Hour DEPARTMENT OF EDUCATION HEAD START PROGRAM (3100) 21.10.31.00.22.0114.3201	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. HEAD START AIDE (03410) PAY GRADE E-1, \$8.01 Per Hour DEPARTMENT OF EDUCATION HEAD START PROGRAM (3100) 21.10.31.00.22.0114.3201 08.20.10

13 REMARKS:

Temporary Position

This position/employment is funded by the Guam Head Start Program & AARA COLA - Federally Funded and subject to availability of funds.

Vice: Ungacta, Roseann

185 days Xs 6 hours= 1110 hours Xs \$8.01 P/H = \$8,891.10
 38 days (8/9/2010 to 9/30/2010) x1 hour = 38 hours Xs \$8.01 PH = \$304.38 (Funded by AARA COLA) Acct. # 24.09.31.00.22.0114.3201

Reviewed By: Kristin Romero Date: 8-23-10

Certified Funds Available: Amount: **\$9,195.48 P/A**

14. Requested By: (Signature and Title) ANTONETTE MUNA SANTOS, Assistant Administrator - Personnel Services Division	15. For additional information call (Name and Tel. No.) Iris M. Cruz, PS Non Teach Section
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16. Approved By: NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>08 OCT 2010</u>	17. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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18. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION				OCT 11 2010	
EMPLOYMENT					
RETIREMENT					
RECORDS					

aqk/DLG/ABC/AMS
12-17-10
11/18/10



DEPARTMENT OF EDUCATION REQUEST FOR PERSONNEL ACTION

DE -1 REV. 05-12-06

1. Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. Employee I.D. No.	4. Date Requested <p style="text-align: center;">8/5/2010</p>
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5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (Part-Time Employee)	6. Legal Authority: <p style="text-align: center;">Public Law 26-26</p>	7. Effective Date ^{B/} A. 8/9/2010 ^{ASAP} 10/4/2010 B. 5/27/2011 COB
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FROM	DESCRIPTION	TO
B. Head Start Aide (03410) Pay Grade E-1, \$8.01 Per Hour Department of Education Head Start Program (3100) 21.10.31.00.22.0114.3201	8. Position Title 9. Pay Grade Step, & Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. Head Start Aide (03410) Pay Grade E-1, \$8.01 Per Hour Department of Education Head Start Program (3100) 21.10.31.00.22.0114.3201

13. REMARKS:

Temporary Position (Vice: Roberto, Lisa)

This position/employment is funded by the Guam Head Start Program & AARA COLA - Federally Funded and subject to availability of funds.

185 days Xs 6 hours = 1110 hours Xs \$8.01 P/H = \$8,891.10
 38 days (8/9/2010 to 9/30/2010) x 1 hour = 38 hours Xs \$8.01 PH = \$304.38 (Funded by AARA COLA) Acct. # 24.09.31.00.22.0114.3201

Reviewed By: KRISTIN ROMERO Date: 8.6.10

Certified Funds Available: Amount: \$16,656.00 P/A

14. Requested By: (Signature and Title) <div style="text-align: center;"> ANTONETTE MUNA SANTOS, Assistant Administrator Personnel Services Division </div>	15. For additional information call (Name and Tel. No.) <div style="text-align: center;"> IRIS M. CRUZ, Personnel Specialist III, Non Teaching Section </div>
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16. Approved By: <div style="text-align: center;"> NERISSA BRETANIA UNDERWOOD, PH.D. Superintendent of Education DATE: <u>9.30.10</u> </div>	17. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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18. CLEARANCES – ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED				BUDGET SECTION	MANAGEMENT SECTION
TO	ACTION	BY	DATE	 DEPARTMENT OF EDUCATION PERSONNEL SERVICES DIVISION	 DEPARTMENT OF EDUCATION PERSONNEL SERVICES DIVISION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

ABC/DLG/AMS
 PERSONNEL SERVICES DIVISION
 8/9

**GUAM DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

1. Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. E.I.N.	4. Date Requested 9/1/10
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 9/01/2010 10/28/2010 B. 12/31/2010 COB

FROM	DESCRIPTION	TO
B. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520

14. REMARKS:

FEDERALLY FUNDED

"This position/employment is federally funded by Special Education- Individuals with Disabilities Part B/Admin and subject to availability of funds."

88 DAYS X 7 HOURS = 616 HOURS
616 HOURS X \$7.62 = \$ 4,693.92
VICE: MARILYN SAN NICOLAS

Reviewed By: *M. Romero* **KRISTIN ROMERO** Date: 9.8.10

Certified Funds Available: Amount: \$4,693.92 P/A

15. Requested By: (Signature and Title) <i>M. Camacho</i> MAY A CAMACHO, Assistant Superintendent, Special Education	16. For additional information call (Name and Tel. No.) <i>Antonette Muna Santos</i> ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services
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17. Approved By: <i>Nerissa Bretania Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>9/10/10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE
CLASSIFICATION			
EMPLOYMENT			
RETIREMENT			
RECORDS			

BUDGET SECTION

SEP 10 2010

DEPARTMENT OF EDUCATION
PERSONNEL SERVICES DIVISION
OCT 27 2010

Handwritten initials

**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. E.I.N.	4. Date Requested 9*29*10
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 10/1/2010-10/28/2010 B. 12/31/2010 COB


FROM	DESCRIPTION	TO
B. SCHOOL AIDE I (0303) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520

14. REMARKS:

TEMPORARY POSITION

“THIS POSITION/EMPLOYMENT IS FEDERALLY FUNDED BY SPECIAL EDUCATION INDIVIDUALS WITH DISABILITIES PART B/ADMIN AND SUBJECT TO AVAILABILITY OF FUNDS.”

66 DAYS X 7 HOURS = 462 HOURS
462 HOURS X \$7.62 = \$ 3, 520.44
VICE: NATASHA SALAS



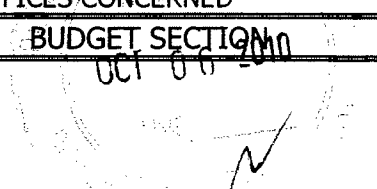
Reviewed By: *Kristin Romero* **KRISTIN ROMERO** Date: 9.30.10

Certified Funds Available: Amount: \$3,520.44 P/A

15. Requested By: (Signature and Title) <i>Maya Camacho</i> MAY A CAMACHO, Assistant Superintendent, Special Education	16. For additional information call (Name and Tel. No.) <i>Antonette Muna Santos</i> ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services
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17. Approved By: <i>Nerissa Bretania Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>10.06.10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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19. CLEARANCES – ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

1/25

GUAM DEPARTMENT OF EDUCATION REQUEST FOR PERSONNEL ACTION

DE -1

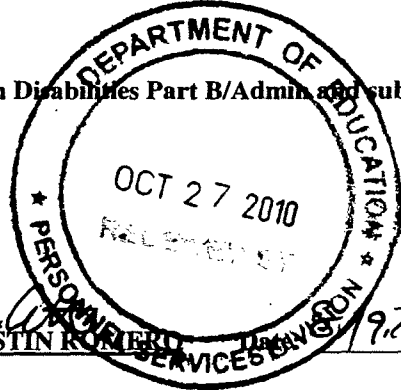
1. Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. E.I.N.	4. Date Requested 8/18/10
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 8/20/2010 10/28/2010 B. 9/30/2010 COB
FROM	DESCRIPTION	TO	
B. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520 <i>On</i>	

14. REMARKS:

FEDERALLY FUNDED

“This position/employment is federally funded by Special Education- Individuals with Disabilities Part B/Admin. and subject to availability of funds.”

35 DAYS X 7 HOURS = 245 HOURS
245 HOURS X \$7.62 = \$ 1,866.90
VICE: Rosario, Jude

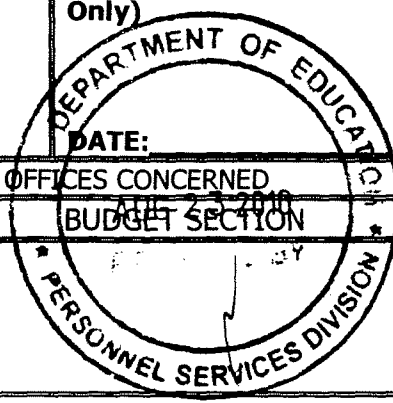


Reviewed By: *M. C. Santos* KRISTIN ROMERO, DIVISION 1970
Certified Funds Available: Amount: \$1,866.90 P/A

15. Requested By: (Signature and Title) <i>M. Camacho</i> MAY A CAMACHO, Assistant Superintendent, Special Education	16. For additional information call (Name and Tel. No.) ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services
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17. Approved By: <i>N. Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>8/20/10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE: _____
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9. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED				
TO	ACTION	BY	DATE	BUDGET SECTION
CLASSIFICATION				
EMPLOYMENT				
RETIREMENT				
RECORDS				



**GUAM DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

1. Name (First, Middle, Last) TO BE RECRUITED	2. D.O.B	3. E.I.N.	4. Date Requested 9/1/10
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)		6. Legal Authority: Public Law 26-26	7. Effective Date A. 9/01/2010 10/28/2010 B. 12/31/2010 COB

FROM	DESCRIPTION	TO
B. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520

14. REMARKS:

FEDERALLY FUNDED

"This position/employment is federally funded by Special Education- Individuals with Disabilities Part B/Admin and subject to availability of funds."

88 DAYS X 7 HOURS = 616 HOURS

616 HOURS X \$7.62 = \$ 4,693.92

VICE: JASON MENO

Reviewed By: *M. Romero* **KRISTIN ROMERO** Date: 9/8/10

Certified Funds Available: Amount: \$4,693.92 P/A

15. Requested By: (Signature and Title)
Maya Camacho
MAYA CAMACHO,
Assistant Superintendent, Special Education

16. For additional information call (Name and Tel. No.)
Antonette Muna Santos
ANTONETTE MUNA SANTOS
Assistant Administrator, Personnel Services

17. Approved By:
Nerissa Bretania Underwood
NERISSA BRETANIA UNDERWOOD, Ph.D.
Superintendent of Education
DATE: 9/10/10

18. Approved By: (Releasing Dept. Head for Transfers Only)
DATE: _____

19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

Mae

**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

Name (First, Middle, Last)	2. D.O.B	3. E.I.N.	4. Date Requested 9*29*10
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5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)	6. Legal Authority: Public Law 26-26	7. Effective Date A. 10/1/2010 10/28/2010 B. 12/31/2010 COB
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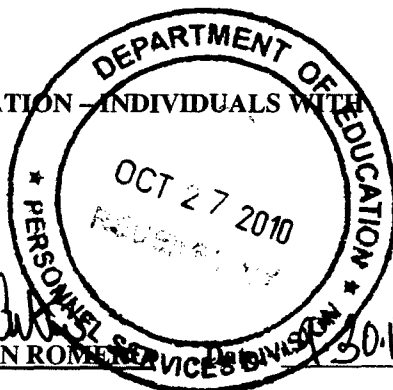
FROM	DESCRIPTION	TO
B. SCHOOL AIDE I (0303) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520	8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.	A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520

14. REMARKS:

TEMPORARY POSITION

“THIS POSITION/EMPLOYMENT IS FEDERALLY FUNDED BY SPECIAL EDUCATION – INDIVIDUALS WITH DISABILITIES PART B/ADMIN AND SUBJECT TO AVAILABILITY OF FUNDS.”

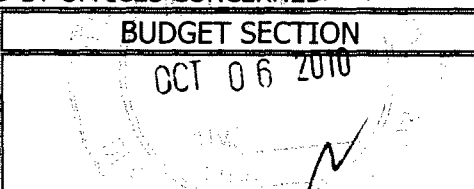
66 DAYS X 7 HOURS = 462 HOURS
462 HOURS X \$7.62 = \$ 3, 520.44
VICE: GISELA ACFALLE


 Reviewed By: *M. Romera* **ARISTIN ROMERA**
 Certified Funds Available: Amount: \$3,520.44 P/A

15. Requested By: (Signature and Title) <i>May A Camacho</i> MAY A CAMACHO, Assistant Superintendent, Special Education	16. For additional information call (Name and Tel. No.) <i>Antonette Muna Santos</i> ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services
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17. Approved By: <i>Nerissa Bretania Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: <u>10-06-10</u>	18. Approved By: (Releasing Dept. Head for Transfers Only) DATE:
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19. CLEARANCES – ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED.

TO	ACTION	BY	DATE	BUDGET SECTION	MANAGEMENT SECTION
CLASSIFICATION					
EMPLOYMENT					
RETIREMENT					
RECORDS					

10/28

**DEPARTMENT OF EDUCATION
REQUEST FOR PERSONNEL ACTION**

DE -1

1. Name (First, Middle, Last) TO BE RECRUITED		2. D.O.B		3. E.I.N.		4. Date Requested 9*29*10	
5. Nature of Action (Use Standard Terminology) A. LIMITED TERM APPOINTMENT B. TERMINATION (PART-TIME EMPLOYEE)				6. Legal Authority: Public Law 26-26		7. Effective Date A. 10/1/2010 10/28/2010 B. 12/31/2010 COB	
FROM		DESCRIPTION		TO			
B. SCHOOL AIDE I (0303) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520		8. Position Title 9. PG Step, Salary 10. Department 11. Division 12. Section 13. Allotment No.		A. SCHOOL AIDE I (03403) PAY GRADE D-01, \$7.62 P/H GUAM DEPARTMENT OF EDUCATION SPECIAL EDUCATION ONE-TO-ONE (5066) 22.09.50.00.21.0114.9520			
14. REMARKS: TEMPORARY POSITION "THIS POSITION/EMPLOYMENT IS FEDERALLY FUNDED BY SPECIAL EDUCATION - INDIVIDUALS WITH DISABILITIES PART B/ADMIN AND SUBJECT TO AVAILABILITY OF FUNDS." 66 DAYS X 7 HOURS = 462 HOURS 462 HOURS X \$7.62 = \$ 3, 520.44 VICE: LUCILLE BLAS <div style="text-align: right; margin-right: 100px;"><i>M. Romero</i> Reviewed By: KRISTIN ROMERO Date: 9.30.10</div> <div style="text-align: right; margin-right: 100px;">Certified Funds Available: Amount: \$3,520.44 P/A <i>CR</i></div>							
15. Requested By: (Signature and Title) <i>M. Camacho</i> MAY A CAMACHO, Assistant Superintendent, Special Education				16. For additional information call (Name and Tel. No.) <i>Antonette Muna Santos</i> ANTONETTE MUNA SANTOS Assistant Administrator, Personnel Services			
17. Approved By: <i>N. Underwood</i> NERISSA BRETANIA UNDERWOOD, Ph.D. Superintendent of Education DATE: 10.06.10				18. Approved By: (Releasing Dept. Head for Transfers Only) DATE:			
19. CLEARANCES - ITEMS BELOW TO BE COMPLETED BY OFFICES CONCERNED							
TO	ACTION	BY	DATE	BUDGET SECTION		MANAGEMENT SECTION	
CLASSIFICATION				OCI 06 2010			
EMPLOYMENT							
RETIREMENT							
RECORDS							

AM