

I Mina'trentai dos na Liheslaturan Guåhan The 32nd GUAM LEGISLATURE Tel:(671) 472-3465 Fax: (671) 472-3547

TO:

All Senators

FROM:

Legislative Secretary, Tina Rose Muña Barnes

SUBJECT: 32nd Messages and Communications

Below is a list and attachments of Messages and Communications received pursuant to Rule 3, Section 3.01 of *I Mina'trentai dos na na Liheslaturan Guåhan* Standing Rules. These documents are available as well on our legislative website: www.guamlegislature.com.

Should you have any questions or concerns, please contact the Clerk's office at 472-3465/74.

2261 12 120	Guam Commission for Educator Certification 2014 Budget	Guam Commission for Educator
32GL-13-120	Request	Certification



KUMISION SETTEFIKASION PARA I MANAMBUMA 3: 04 GUAM COMMISSION FOR EDUCATOR CERTIFICATION



UOG Station-SOE Room 105, Mangilao, GU 96923 Tel: (671)735-2554 Fax: (671)735-2569 www.gcec.guam.gov

32-13-120

Office of the Speaker Judith T. Won Pat, Ed. D.

Date 3/13/13

Received by J.S. TEDTKOMD

February 13, 2013

Judith T. Won Pat, Ed.D. Speaker I Mina'trentai dos Na Liheslaturan Guåhan 155 Hessler Street Hagatna, Guam 96910

Dear Madame Speaker:

Transmitted herewith are 1 original, 19 copies, and 1 electronic file of the Guam Commission For Educator Certification 2014 Budget Request.

If you have any questions regarding the proposed budget, please call me at 735-2554/6/7.

Senseramente,

Lea E. Santos Executive Director

24. 20

Cc: Sen. Vicente C. Pangelinan, Committee on Appropriations, Public Debt, Legal Affairs, Retirement, Public Parks, Recreation, Historic Preservation and Land





KUMISION SETTEFIKASION PARA I MANMANIDUKA GUAM COMMISSION FOR EDUCATOR CERTIFICATION



UOG Station-SOE Room 105, Mangilao, GU 96923

Temporary Address: Dept of Public Works-Building B, 542 N. Marine Corps Drive, Tamuning, Guam 96913

Tel: (671) 300-0936/7 Fax: (671) 300-0935

www.gcec.guam.gov

January 10, 2013

MEMORANDUM

TO:

Director, Bureau of Budget and Management Research

FROM:

Executive Director, Guam Commission for Educator Certification

SUBJECT: FY 2014 BUDGET

Pursuant to BBMR Circular No: 13-02, attached is the Guam Commission for Educator Certification (GCEC) FY 2014 budget.

If you have questions, please email or call us.

Lea E Santos

Executive Director

BUREAU OF BUDGET AND MANAGEMENT RESEARCH FISCAL YEAR 2014 BUDGET DOCUMENT CHECKLIST

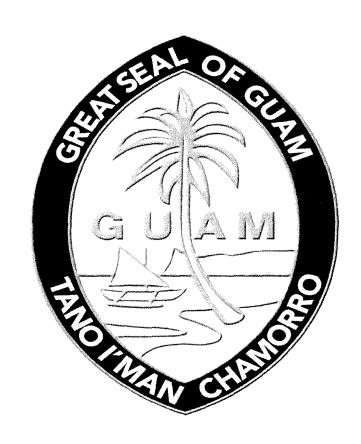
Division/Program: LOCAL	Date Receiv	ed by BBMR: red:		
	<u>Departm</u>	ient/Agency	<u>B</u> B	MR
General	Yes	No	Yes	No
Is the department/agency request within the Governor's established ceiling?	X			
Is the summary digest consistent with detail pages?	X	A the state of the		
Are the required budget forms attached? a. Agency Budget Certification [BBMR ABC]	V			
b. Agency Narrative Form [BBMR AN-N1]	X X	And year 1974 Advisor recognisis grows than	4.474.000.000.000.000.000.000.000.000.00	William Company To A. A. A. Walling Co.
c. Decision Package [BBMR DP-1]	X	we was a subject of the control of t	14000000000000000000000000000000000000	
 d. Program Budget Digest Forms [BBMR BD-1, BBMR TA-1, BBMR 96A] e. FY 2013 (Proposed) Agency Staffing Pattern [BBMR SP-1] - All Fund Sources 	X	and a Microsophy of Paris	of Marketine was a Well are an an	
f. FY 2012 (Current) Agency Staffing Pattern [BBMR SP-1] - All Fund Sources	×			
g. Federal Program Inventory Form [BBMR FP-1]		The second of th	***************************************	
Equipment/Capital Listing & Space Requirement Form [BBMR EL-1] i. Prior Year Obligation	X		V	-Manners again arrows and
1. FIOU TEAL Obligation	X		e PARATINA mentera a magaza har menera a angaz	1900 the second discount of the second discou
. Agency Budget Certification [BBMR ABC]				
 Is the budget certified as to its accuracy and BBMR requirements. 	X	Madagada 1774 Abrahamanan ayan sarah	4*****************	***************************************
. Agency Narrative Form [BBMR AN-N1]				
Is the mission statement correct and consistent with the department/				
agency's enabling act?	X	annessed Photological annual page an annual	· · · · · · · · · · · · · · · · · · ·	TTPOTA de la competition della
2. Are the goals and objectives correct and consistent with the department/ agency's mission?	X			
agono, a mosion.	^		processor and the second secon	Property and the same of the second
I. Decision Package [BBMR DP-1]				
Is activity description correct? Is major objective correct?	X		Annihi Maria Maria dingkangan Maria dingkan	***************************************
3. Are short term goals correct?	X X	programmed blank-representation to the second second		***************************************
4. Is workload output reflected correctly?	X		 Martine and the second page, in the second page, Martine and the second page, in the second page, 	***************************************
Program Budget Digest Forms [BBMR BD-1, BBMR TA-1, BBMR 96A]				
A.) [BBMR BD-1]				
Personnel Services				
Are figures reflected consistent with the attached staffing pattern(s)?	X		***************************************	
 Are amounts reflected in each column accurate? Are computations correct? 	X X			***************************************
5. Ale comparations confect:	^			***************************************
Operations 1. Are the amounts reflected under columns, "Governor's Request", for each object category consistent with respective schedules (Schedule A - E) as detailed in the budget digest subforms				
(BBMR TA-1 & BBMR 96A)?	X		ANALYS CONTRACTOR OF THE SAME	- Marine Company of the Company of t
Are amounts reflected in each column accurate? Are computations correct?	X X		CONTRACTOR Annual Contractor Contractor	Appendix of the Appendix of the Appendix
		$Add (line + 2^{l} + 2^{l}) d d d d d d d e e e e e e e e e e e e $		Additional and an agency page of the following open pages.
Utilities Are amounts reflected in each column correct?	~			
Are amounts reflected in each column correct?	X	APPENDENCE SERVICE AND APPENDENCE OF THE PERSON OF THE PER	All and the second seco	VIII. VIIII. VIII. VIIII
<u>Capital Outlay</u> Are amounts reflected under columns, "Governor's Request", consistent with schedule F as detailed in the budget digest subform, [BBMR 96A]?	Х	1-400 Figure	- MINISTER A Annihopologica pro- 100 minister produce	
Full Time Equivalencies (FTEs)				
Are the number of FTEs for both "Unclassified" and "Classified"				
accurately reflected under each column?	X	h-855 parage	The street when a report of the forest region	**************************************
B.) [BBMR TA-1]				
1. Is the purpose/justification for travel defined?	X	-	W	
2. Is/Are the travel date(s) and number of travelers reflected?	X			And the language of the land of the same
Is/Are the position title(s) of the traveler(s) reflected? Are all columns (Air Fare, Per Diem, Registration, and Total Cost)	X			10.000
accurate?	X			
			MARK COMMERCIA SANDARAMAN CONTRACT	The second section of the second section of the second section of the second section of the second s
C.) [BBMR 96A] 1. Are "Items" under schedules B - F listed in detail?	V			
2. Is the "Quantity" under schedules B - F reflected for respective items?	×	MINISTER STEPS CONTRACTOR OF STREET	And the historian supreprior to the same	
3. Is the "Unit Price" and "Total Price" accurate for each item under	,,,	in a shall still be the case of the state of		
schedules B - F?	X		Commence and the commence of	THE STATE OF THE S
(. Agency Staffing Pattern Forms [BBMR SP-1]				
Agency Stating Fattern Forms [BBMK SF-1] Are position titles correct?	X			
Are position numbers reflected?	X			
Are the salary levels consistent with the Civil Service Commission, Classification and Pay Plan?	~			
4. Are filled positions funded?	×			176 To 17 Wash - Brog 176 William Co.
Are increment amounts reflected (should be no per Public Law)?	X			
6. Are rates reflected under "Benefits" correct?	X			
7. Are computations correct?	Х	Annual Andrewson and Annual An	***************************************	Marinina and Marin
/I. Federal Program Inventory Form [BBMR FP-1]				
Is the form complete and accurate?	Х			Affadaman.
remi complete and decurate;				

Approved By:	1/10/2013 Date			ate	med P
Approved By:	1/10/2013		All	aiyst	
Approved By:	, -		۸n	alyst	
Approved By:	(Signature of Dept/Agency Head)				
	Lea E. Santos	L	nisahbtova	'	
	1/10/2013 Date		Approval Disapprova	ı	
Prepared By:	Fran-Nicole M. Camacho	Reccomendation			
DEPARTMENT:		BBMR ACTION			
VIII. Prior Year Obilg	pation [BBMR PYO-1]	X		~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	- The second of
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3. Are space accurate?	requirements descriptive and total space reflected and	X			
	ntity" and "percentage of use" reflected?	X			
 Is the desc 	ription of the equipment and/or capital item(s) detail?	X	And the second second second second	179700700000000000000000000000000000000	
VII. Equipment/Car	oital Listing & Space Requirement Form [BBMR EL-1]				
	mplete and accurate?	X	And the second state of th		
VI. Federal Progra	m Inventory Form [BBMR FP-1]				
7. Are compu	tations correct?	Х		***************************************	Marian Ma
	effected under "Benefits" correct?	X	MANAGEMENT OF STREET STREET, S	V-7000000000000000000000000000000000000	
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	on and Pay Plan? ositions funded?	×			Personal and Personal States
	ary levels consistent with the Civil Service Commission,	V			
Are position	numbers reflected?	X			
	Pattern Forms [BBMR SP-1] n titles correct?	X			
V Aganay Staffin	Pattern Forms (RRMD CD 4)		· · · · · · · · · · · · · · · · · · ·		
schedule		X	COSTATE TO The Administration of Costate Costa	And the second s	
	nit Price" and "Total Price" accurate for each item under	X	and the state of t	- Trouble and the state of the	
	ns" under schedules B - F listed in <u>detail?</u> uantity" under schedules B - F reflected for respective items?	X	maker en entrantamente entran	-North Scholars, provide the skin	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
C.) [BBMR 96	•				
		^	en en Color - monte anteren	MANAGEMENT OF SHARMANIAN STREET	define the depth of the depth
4. Are all co accurate		X			
	e position title(s) of the traveler(s) reflected? plumns (Air Fare, Per Diem, Registration, and Total Cost)	X		William Control Williams	Tel Politicomorphis Printerior accounting
	e travel date(s) and number of travelers reflected?	X			
1. Is the pu	rpose/justification for travel defined?	X	Control of the Contro		
B.) [BBMR TA	c-1]				
accurately r	eflected under each column?	X		This is a solubly an apply of the beauty ages	
Are the num	nber of FTEs for both "Unclassified" and "Classified"				
Full Time Ed	quivalencies (FTEs)				
with schedu	le F as detailed in the budget digest subform, [BBMR 96A]?	X	Laft Ving processes of the Mary VIN against St.		
Are amount	s reflected under columns, "Governor's Request", consistent				
Capital Outl	av				
Are amount	s reflected in each column correct?	X	ARREST THE CONTRACT OF THE CON		VVVVVA new many CVVVV new promotests.
Utilities					
3. Are com	putations correct?	X	All Standard State of the Associated Standard St		
2. Are amo	unts reflected in each column accurate?	X			
	A-1 & BBMR 96A)?	×			
	ect category consistent with respective schedules e A - E) as detailed in the budget digest subforms				
	mounts reflected under columns, "Governor's Request", for				

GOVERNMENT OF GUAM KUMISION SETTEFIKASION PARA I MANMANIDUKA

GUAM COMMISSION FOR EDUCATOR CERTIFICATION

FY 2014 PROPOSED BUDGET



Government of Guam Fiscal Year 2014

Agency Budget Certification

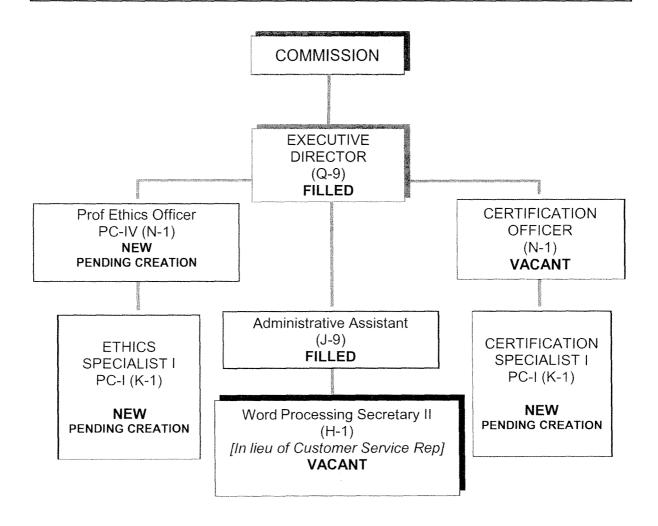
Agency: Guam Commission for Educator Certification

Agency Head: Lea E. Santos, Executive Director

I certify that the attached budget, submitted herewith, has been reviewed for accuracy and that all requirements by the Bureau of Budget & Management Research (BBMR) have been met. I also acknowledge that this budget document will be returned to this department if any of the BBMR requirements is not met.

Agency Head:	Li de	Date:	1/10/13
	(Signature)		•

GUAM COMMISSION FOR EDUCATOR CERTIFICATION FY 2014 ORGANIZATIONAL CHART



Government of Guam Fiscal Year 2014 Budget Department / Agency Narrative

FUNCTION: EDUCATION

DEPT. / AGENCY: Guam Commission for Educator Certification

MISSION STATEMENT:

The Guam Commission for Educator Certification:

Ensures educator quality, recognizing that the highest possible standards for all educators are essential to the attainment of high standards for all students on Guam.

GOALS AND OBJECTIVES:

The Guam Commission for Educator Certification's purpose and function:

- 1. To support student achievement and performance;
- 2. To provide professional development and evaluation;
- 3. To improve quality of the Guam educator workforce; and
- 4. To provide a rigorous system of certification.

Short Term

7 18 F

- 1. Upgrade website to support automation and customer service.
- 2. Use technology to support operations and innovations to increase efficiency.
- 3. Implement technical training for all staff.
- 4. Develop an operating budget for FY 2015.
- 5. Provide relevant information to policy makers and stakeholders on issues relating to the Commission's mandates.

Long Term

- 1. Implement clearly-defined rules governing commission duties and responsibilities.
- 2. Define / revise professional development requirements.
- 3. Implement a code of ethics that reflects standards of conduct for holders of Guam Professional Educator Certification.
- 4. Create and implement rules and regulations to monitor and address code of ethics questions and concerns of educators.
- 5. Investigate on-line automate certification process.
- 6. Fully staff office to improve efficiency.
- 7. Offer staff opportunities for training and growth to maximize professional quality, and job satisfaction

Decision Package FY 2014

Guam Commission for

Department/Agency:	Educator Certification	Division/Section:	/600	
Program Title:	Educator Certification Office			
Activity Description:				
	ators as set forth under Public La	aw 31-50 - Professional Educ	cator Certification.	

Major Objective(s):

To provide a system regulating professional certification of educators via an external entity that is separate and apart from the entities that train and employ such educators. 1. To implement clearly-defined rules governing commission duties and responsibilities. 2. Define/revise professional development requirements.

3. Implement a code of ethics that reflects standards of conduct for holders of Guam Professional Educator Certification. 4. Create & implement rules & regulations to monitor and address codes of ethics questions & concerns of educators. 5. Investigate on-line automate certification process. 6. Fully staff office to improve efficiency. 7. Officer staff opportunities for training & growth to maximize professional quality, and job satisfaction.

Short-term Goals:

1. Upgrade website to support automation and customer service. 2. Use technology to support operations and innovations to increase efficiency. 3. Implement technical training for all staff. 4. Develop an operating budget for FY 2015. 5. Provide relevant information to policy makers and stakeholders on issues relating to the Commission's mandates.

Workload Output								
Workload Indicator:	FY 2012 Level of Accomplishment	FY 2013 Anticipated Level	FY 2014 Projected Level					
Certificates Issued	637	990	1,050					
Certificates Denied	19	20	25					
Extensions Granted	11	20	25					
Extensions Denied	7	15	20					
Appeals	3	10	15					
Telephone Calls	2,507	3,000	3,250					
Walk - Ins	2,149	2,500	2,700					
Emails	2778	2,850	2,900					
Workshops	32	40	45					

Dept. Guam Commission for Educator Certification

Program: Administration

Property of the property of			A	8	С	D	E	F	G	Н	1	J	K	L
Appropriation Clessification				GENERAL FUND		S	PECIAL FUND 1	1	ı	FEDERAL MATCH		GRANI	TOTAL (ALL F	JNDS)
111	Account	Appropriation Classification	Expenditures &	Authorized	Governor's	Expenditures &	Authorized	Governor's	Expenditures &	Authorized	Governor's	Expenditures & Encumbrances	Authorized Level	Governor's Request
112	414	L	420.222	104 000	122.040							420.222	121 602	122 940
113 Benefits 30,470 51,479 51,479 0 0 0 0 0 0 36,570 51,576 51,479 1 1 1 1 1 1 1 1 1					122,840									
TOTAL PERSONNEL SERVICES \$156,003 \$173,009 \$177,019 \$30 \$30 \$0 \$0 \$10 \$155,003 \$177,000 \$177,010				51,976	53,479						0		51,976	53,479
TRAVEL OFFICIATIONS	114		4		0									
TRAVEL-OFF-ISINGLOCAL Mileage Reimbures 0 0 0 0 0 0 0 0 0		TOTAL PERSONNEL SERVICES	\$156,903	\$173,669	\$176,319	\$0	\$0	\$0	\$0	\$0	\$0	\$156,903	\$173,669	\$176,319
Contractual Services: 0 14,100 14,190 0 0 0 0 0 0 0 0 14,100 14,190 14,190 0 0 0 0 0 0 0 0 0	220		0	0 1	0	0.1	0 1	0	0	0	0	0	0	0
STATE STAT						<u> </u>								
Supplies & Materials:	230	CONTRACTUAL SERVICES:	0	14,100	14,100	0	0	0	0	0	0	0	14,100	14,100
290 EQUIPMENT: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	233	OFFICE SPACE RENTAL:	0	6,000	6,000	0	0	0	0	0	0	0	6,000	6,000
VOLCHER COMPENSATION: 0 0 0 0 0 0 0 0 0	240	SUPPLIES & MATERIALS:	0	1,062	1,062	0	0	0	0	0	0	0	1,062	1,062
271 DRUG TESTING: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	250	EQUIPMENT:	0	0	0	0	0	0	0	0	0	0	0	0
280 SUB-RECIPIENT/SUBGRANT: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0
280 SUB-RECIPIENT/SUBGRANT: 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	271	DRUG TESTING:	0	0	0	0	0	n	0	0	0	0	0	0
290 MISCELLANEOUS: 0 4,200 4,200 0 0 0 0 0 0 0 0 0 4,200 4,200 4,200		DAGO IZOMIG.												
TOTAL OPERATIONS \$0 \$25,362 \$25,362 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$	280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0
UTILITIES	290	MISCELLANEOUS:	0	4,200	4,200	0	0	0	0	0	0	0	4,200	4,200
361 Power: 0 0 0 0 0 0 0 0 0		TOTAL OPERATIONS	\$0	\$25,362	\$25,362	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,362	\$25,362
362 Water/ Sewer:		UTILITIES												
Telephone/Toil:											0			
TOTAL UTILITIES \$0 \$4,800 \$4,800 \$0 \$0 \$0 \$0 \$0 \$0 \$4,800 \$4,800 \$4,800 \$4,800 \$0 \$0 \$0 \$0 \$0 \$0 \$0														
450 CAPITAL OUTLAY \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	303										0			
TOTAL APPROPRIATIONS \$156,903 \$203,831 \$206,481 \$0 \$0 \$0 \$0 \$0 \$156,903 \$203,831 \$206,481														
1/ Specify Fund Source FULL TIME EQUIVALENCIES (FTEs) UNCLASSIFIED:	450	CAPITAL OUTLAY	50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0)	\$0
UNCLASSIFIED: 1 1 1 0 0 0 0 0 1 1 1 1 CLASSIFIED: 2 1 2 0 0 0 0 0 0 2 1 2			\$156,903	\$203,831	\$206,481	\$0	\$0	\$0	\$0	\$0	\$0	\$156,903	\$203,831	\$206,481
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Schedule A - Off-Island Travel

Purpose / Justification for Travel

Department/Agency: EDUCATION

Division: GUAM COMMISSION FOR EDUCATOR CERTIFICATION

Program: Administration

NONE						
Travel Date:				No. of	Γravelers:	1/
Position Title of Traveler(s)	Ai	r Fare	Per di	em 2/	Registration	Total Cost
	\$	-	\$	_	\$ -	s -
	\$	-	\$	_	\$ -	\$ -
	•			-		
	_					
	Purpos	se / Justific	ation for T	'ravel		A-100-100-100-100-100-100-100-100-100-10
NONE						
Travel Date:				No. of	Fravelers:	1/
Have Date.	www.n.h			140.0.	Hayerers.	17
Position Title of Traveler(s)	Ai	r Fare	Per di	em 2/	Registration	Total Cost
	\$	-	\$		\$ -	\$ -
	\$	-	\$	-	s -	\$ -
	Purpos	se / Justific	ation for T	ravel		
l						

Travel Date:	Wagner-V			No. of	Travelers:	1/
Position Title of Traveler(s)	Ai	r Fare	Per di	em 2/	Registration	Total Cost
	\$	-	\$	-	s -	\$ -
						

 $^{1/\} Provide\ justification\ for\ multiple\ travelers\ attending\ the\ same\ conference\ /\ training\ /\ etc.$

 $^{2/\} Rates\ must\ be\ consistent\ with\ Title\ 5\ GCA,\ Div.2,\ Ch.23,\ \S 23104\ and\ federal\ Joint\ Travel\ Regulations$

Schedule B- Contractual

		Unit	Total		Funded in FY 2013?	
Item	Quantity	Price		Price	Yes	No
Copier Services - copy/scan/fax	12	550	\$	6,600.00	X	
NASDTEC Membership	1	4000	\$	4,000.00	X	
Staff Training	3	150	\$	450.00	X	
Commission Members Training	7	150	\$	1,050.00	X	
Media Ads	2	250	\$	500.00	X	
Webmaster	1	1500	\$	1,500.00	X	
Total Contractual			\$	14,100.00		

Schedule C - Supplies & Materials

		Unit	Total	Funded in	FY 2013?
Item	Quantity	Price	Price	Yes	No
Administrative Supplies & Materials	1	962	\$ 962.00	X	
Postage	1	100	\$ 100.00	X	
			\$ -		
			\$ -		
·			\$ -		
			\$ -		
Total Supplies & Materials			\$ 1,062.00		

Schedule D - Equipment

		Unit		Funded in FY 2013?		
Item	Quantity	Price	Price	Yes	No	
N/A			\$ -			
			\$ -			
			\$ -			
			\$ -			
			\$ -			
			\$ -			
Fotal Equipment			\$ -			

Schedule E - Miscellaneous

		Unit	Total	Funded i	in FY 2013?
Item	Quantity	Price	Price	Yes	No
Commission Members Stipends x 7 members	12	350	\$ 4,200.00	X	
			\$ ~		
			\$ 		
			\$ -		
			\$ -		
			\$ -		
fotal Miscellaneous			\$ 4,200.00		

Schedule F - Capital Outlay

		Unit	T	otal	Funded in FY 2012?		
Item	Quantity	Price	P	rice	Yes	No	
			\$	-			
			\$	-			
			\$	-			
			\$	~			
			\$	-			
			\$	-			
Fotal Capital Outlay			\$	-			

DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION

PROGRAM: LOCAL

SUMMARY

FUND: 100& GENERAL FUND

																		ı	
	<u></u>		Inpi	ut by Departn	ment					i						Input by D)epartment	1	
	i									Í									
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(1)	(J)	(K)	(L)	(M)	(N)	(0)	(P)	(Q)	(R)	(S)
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	Position	Position	Name of	Grade/		1	1			(E+F+G+I)	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	(J+R)
No.	Number	Title	Incumbent	Step	Salary	Overtime	Special*	Date	Amt.	Subtotal	(J * 31.02%) 1/	(\$19.02*26PP) 2/	(6.2% * J)	(1.45% * J)	3/	(Premium)	(Premium)	(K thru Q)	TOTAL
1		Executive Director	Lea E. Santos	Q-9	\$58,510	\$0	50	age age de la se	\$0	\$58,510	\$18,150	\$0	\$0	5848	\$153	\$2,401	\$226	\$21,778	\$80,288
2	***	Education Certification Officer	VACANT	N-1	31064	0	1 0		0	31,064	9,636	495	0	450	153	2,401	226	13,361	44,425
3		Administrative Assistant	Fran-Nicole M. Camacho	J-9	33266	o []]	<u>, 0</u>	6/16/2014	0	33,266	10,319	495	0	482	153	6,517	374	18,340	51,606
4		Word Processing Secretary	VACANT	H-1	0	0	0	N/A	0	0	0	0	0	0	0	0	0	0	0
5		Certification Specialist	lew Position (Pending Creation	K-1	0		0	N/A	0	0	0	0	0	0	0	0	0	0	0
6		PC IV (in lieu of Pro Ethics Off)	ew Position (Pending Creation	N-1	0		0	N/A	0	0	0	0	0	0	0	0	0	0	0
7			W 70 K AN		0	0	0		0	0	0	0	0	0	0	0	0	0	0
8			N-was	****	0		0		0	0	0	0	0	0	0	0	0	0	0
9					0	0	0		0	0	0	0	0	0	0	0	0	0	0
10			, and the real party		0	0	0		0	0	0	0	0	0	0	0	0	0	0
11					0	0	0		0	0	0	0	0	0	0	0	0	0	0
12			****		0	0	0		0	0	0	0	0	0	0	0	0	0	0
13					0	0	0		0	0	0	0	0	0	0	0	0	0	0
14			No de de para		0	0	0		0	0	0	0	0	0	0	0	0	. 0	0
15			****	**	0	0	0		0	0	0	0	0	0	0	0	0	0	0
16			****		0	0	0		0	0	0	0	0	0	0	0	0	0	0
17			Nurv		0	0	0		0	0	0	0	0	0	0	0	0	0	0
18			and the squared		0	0	0		0	0	0	0	0	0	0	0	0	0	0
19			**************************************		0	0	0		0	0	0	0	0	0	0	0	0	0	0
20			At 4 (a		0	0	0	A****	0	0	0	0	0	0	0	0	0	0	0
			Grand Total:		\$122,840	\$0	50		80	\$122,840	\$38,105	\$990	\$0	\$1,780	\$459	\$11,319	\$826	\$53,479	\$176,319

^{*} Night Differential / Hazardous / Worker's Compensation / etc.

^{1/} FY 2014 (Proposed) GovGuam contribution rate of 31.02% for the Government of Guam Retirement is subject to change.

^{2/} FY 2014 (Proposed) GovGuam contribution rate of \$19.02 (bi-weekly) for DDI is subject to change.

^{3/} FY 2014 (Proposed) GovGuam contribution rate of \$153 (per annum) for Life Insurance is subject to change.

Government of Guam Fiscal Year 2013 Agency Staffing Pattern (CURRENT)

FUNCTIONAL AREA: EDUCATION

DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION

PROGRAM: LOCAL

SUMMARY

FUND: 100% GENERAL FUND

	Input by Department]						epartment		
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(1)	(J)	(K)	(L)	(M)	(N)	(0)	(P)	(Q)	(R)	(S)
												<u> </u>		Benefits		\-\'\'		<u> </u>	
	Position	Position	Name of	Grade/				Incr	ement	(E+F+G+I)	Retirement	Retire (DDI)	Social Security	Medicare	Life	Medical	Dental	Total Benefits	(J+R)
No.	Number	Title	Incumbent	Step	Salary	Overtime	Special*	Date	Amt.	Subtotal	(J * 30.09%)	(\$19.02*26PP)	(6.2% * J)	(1.45% * J)	1/	(Premium)	(Premium)	(K thru Q)	TOTAL
1		Executive Director	Lea E. Santos	Q-9	\$58,510	\$0	\$0		S 0	\$58,510	\$17,606	\$0	\$0	\$848	\$153	\$2,401	\$226	\$21,234	\$79,744
2		Education Certification Officer	VACANT	N-1	31064	0	0	****	0	31,064	9,347	495	0	450	153	2,401	226	13,072	44,136
3		Administrative Assistant	Fran-Nicole M. Camacho	J-9	33266	0	0	eranera.	0	33,266	10,010	495	0	482	153	6,517	374	18,031	51,297
4		Certification Specialist	ew Position (Pending Creation	K-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
5		PC IV (in lieu of Pro Ethics Off	iew Position (Pending Creation	N-1	0	0	0	****	0	0	0	0	0	0	0	0	0	0	0
6			N-market		0	0	0		0	0	0	0	0	0	0	0	0	0	0
7					0	0	0	****	0	0	0	0	0	0	0	0	0	0	0
8	~ ~~		vaes		0	0	0		0	0	0	0	0	0	0	0	0	0	0
9			#794# EK	V	0	0	0		0	0	0	0	0	0	0	0	0	0	0
10					0	0	0		0	0	0	0	0	0	0	0	0	0	
11	****		#		0	0	0	*****	0	0	0	0	0	0	0	0	0	0	0
12					0	- 0	0	*****	0	0	0	0	0	0	0	0	0	0	0
13			AT variables.		0	0	0		0	0	0	0	0	0	0	0	0	0	0
14			in the contract of the contrac		0	0	0		0	0	0	0	0	0	0	0	0	0	0
15			*******		0	0	0		0	0	0	0	0	0	0	0	0	0	
16					0	0	0		0	0	0	0	0	0	0	0	0	0	0
17	****				0	0	0		0	0	0	0	0	0	0	0	0	0	0
18						0	0		0	0	0	0	0	θ	0	0	0	0	0
19	******		******		0	- 0	0		0	0	0	0	0	0	0	0	0	0	0
20						0	0		0	0	0	0	0	0	0	0	0	0	0
			Grand Total:		\$122,840	\$0	\$0		\$0	\$122,840	\$36,963	\$990	\$0	\$1,780	\$459	\$11,319	\$826	\$52,337	\$175,177

^{*} Night Differential / Hazardous / Worker's Compensation / etc.

^{1/} FY 2013 GovGuam contribution for Life Insurance is \$153 per annum

FY 2012 (Current) / FY 2013 (Estimated) Funding

INCTION: EDUCATION

PARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION

OGRAM: LOCAL

	A	В	С	D	E	F	G	Н	I
				FY 2013			FY 2014		
Federal Grantor Agency / Federal Project Title	C.F.D.A. No. / Enabling Authority	Grant Award Number	Match Ratio Federal / Local:	Received / Projected	Estimated Funding	Local Matching Funds	Federal Matching Funds	100% Federal Grants	Grant Perio
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
								<u> </u>	
					 			-	
	+			 				<u> </u>	

Government of Guam Fiscal Year 2013 Budget Equipment / Capital and Space Requirement

Function : EDUCATION

Department/Agency: Guam Commission for Educator Certification

Program: LOCAL

EQUIPMENT/CAPITAL LISTING: Quantity Description Percentage of Use Comments Telephone Instrument 100 Communication needs Desktop Computers (keyboard & 20" monitor) 100 Staff use for daily operations Copy/Scan/Fax machine 100 Communication, automation, daily operations Laptop Computer w/17" screen 4 100 Staff use for daily operations and managing of electronic files 2 Extermal Hard Drive 100 Date Base Storage/Retrieval/Back-up Computer Battery Back-up (UPS) 100 Back-up for main server File Cabinet (4 drawer) 2 100 Document Storage 4 100 Support and Professional staff stations Cubicle Desks and Chairs Storage Cabinet 1 100 Storage for Admin. Supplies 2 Bookcase 100 Reference Storage 100 GCEC Meeting Minutes100 Shred Documents Tape Recorder 1 I Shredder Air Purifier Multi Media Projector 100 Purify air in office for staff 100 Presentations for meetings 1

SPACE REQUIREMENT	Total Program		Total Program Space
(for Personnel and Equipment/Capital)	Space (Sq. Ft.):		Occupied (Sq. Ft.):
(for reisonner and Equipment/Capital)	Space (Sq. Ft.).	T (77)	Occupieu (Sq. Pt.):
		Percent of Total	
Description	Square Feet	Program Space	Comments
GCEC Staff	approx. 300	60	approx. 200
Equipment	approx. 300	40	approx. 100
		<u> </u>	

Prior Year Obligations for FY 2013

Α	В	C	D	Е	F	G
Transaction/ Obligation Date	Transaction Type	Vendor	General Fund (\$)	Special Fund (\$)	Federal Fund (\$)	Reasons for Nonsubmittal or Nonpayment
N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total			\$0.00	\$0.00	\$0.00	

Note:

Column A: Completion date of transaction or event prior to October 1, 2011.

Column B: Transaction Type such as personnel action, contracts, etc.

Column C: Vendor or Party owed

Column D, E, & F: Identify funding source and dollar amount inclusive of associated penalties or fees; if more than one transaction, need to total all transactions.

Column G: Note item of concern.