



Speaker Won Pat <speaker@judiwonpat.com>

Submission of the GEB Meeting Packet (Ref: PL 31 - 233)

3 messages

Joyce L.G. Kaneshiro <jlgkaneshiro@gdoe.net> Fri, Jan 3, 2014 at 2:50 PM
To: Julie Dela Rosa <julie.delarosa@guam.gov>, Speaker Won Pat <speaker@judiwonpat.com>
Cc: "Jon Fernandez (Superintendent)" <jonfernandez@gdoe.net>, Maria Roberto <mroberto@gdoe.net>

Pursuant to Public Law 31 - 233, *Reporting Requirements for Boards and Commissions*, the Guam Education Board submits - to the Governor and the Speaker - electronic copies of the Board's meeting packet for December 17, 2013.

The hard copies were delivered to the Speaker and the Governor's Chief Education Adviser on December 16, 2013.

Should you have any questions, please call the Board Office at 300-1627. Thank you so much.

—
Joyce L.G. Kaneshiro
Administrative Officer
Guam Department of Education, Board Office
Tel. No. 671-300-1627
Fax No. 671-472-5001
Email Address: jlgkaneshiro@gdoe.net
Website Address: www.gdoe.net/geb

Office of the Speaker
Judith T. Won Pat, Ed. D.
Date 1/3/14
Time 3:45 P
Received by: [Signature]

2 attachments

- Ltr to the Gov & the Speaker re Reporting Req. Dec 17 2013 GEB Mtg..pdf**
30K
- GEB Meeting Packet. December 17, 2013.zip**
4238K

Speaker Won Pat <speaker@judiwonpat.com> Fri, Jan 3, 2014 at 3:22 PM
To: Agnes Rumbaoa <agnes@judiwonpat.com>, Ed Pocaigue <edpocaigue@judiwonpat.com>

messages and communications. please process accordingly.
these
[Quoted text hidden]

Ufisinan I Etmås Ge'helo'Gi Liheslaturan Guåhan
Office of Speaker Judith T. Won Pat Ed.D.
Kumiten Idukasion yan Laibirihan Publeko
Committee on Education and Public Libraries & Women's Affairs

155 Hesler Place, Suite 201, Hagatna, Guam 96910
Tel: (671) 472-3586 Fax: (671) 472-3589
www.guamlegislature.com / speaker@judiwonpat.com

2014 JAN - 3 PM 4:15

2 attachments

- Ltr to the Gov & the Speaker re Reporting Req. Dec 17 2013 GEB Mtg..pdf**
30K

1133

 **GEB Meeting Packet.December 17, 2013.zip**
4238K

Speaker Won Pat <speaker@judiwonpat.com>
To: Guam Legislature Clerks Office <clerks@guamlegislature.org>

Fri, Jan 3, 2014 at 4:10 PM

1/3/2013 1/3/2013

Guam Education Board

Pursuant to Public Law 31 -
233, Reporting Requirements for Boards
and Commissions, the Guam Education
Board submits - to the Governor and the
Speaker - electronic copies of the Board's
meeting packet for December 17, 2013.

32-14-1133

----- Forwarded message -----

From: **Joyce L.G. Kaneshiro** <jlgkaneshiro@gdoe.net>
Date: Fri, Jan 3, 2014 at 2:50 PM
Subject: Submission of the GEB Meeting Packet (Ref: PL 31 - 233)
To: Julie Dela Rosa <julie.delarosa@guam.gov>, Speaker Won Pat <speaker@judiwonpat.com>
Cc: "Jon Fernandez (Superintendent)" <jonfernandez@gdoe.net>, Maria Roberto <mdroberto@gdoe.net>

[Quoted text hidden]

Ufisinan I Etmås Ge'helo'Gi Liheslaturan Guåhan
Office of Speaker Judith T. Won Pat Ed.D.
Kumiten Idukasion yan Laibirihan Publeko
Committee on Education and Public Libraries & Women's Affairs

155 Hesler Place, Suite 201, Hagatna, Guam 96910
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2 attachments

 **Ltr to the Gov & the Speaker re Reporting Req.Dec 17 2013 GEB Mtg..pdf**
30K

 **GEB Meeting Packet.December 17, 2013.zip**
4238K



**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)472-5001
Email: jonfernandez@gdoe.net



JON J. P. FERNANDEZ
Superintendent of Education

December 18, 2013

The Honorable Eddie Baza Calvo
Governor of Guam
Ricardo J. Bordallo Governor's Complex
Adelup, Guam 96910

The Honorable Judith T. Won Pat, Ed. D.
Speaker
Thirty-Second Guam Legislature
155 Hessler Street
Hagatña, Guam 96932

Dear Governor Calvo and Speaker Won Pat:

Hafa Adai! Pursuant to Public Law 31-233, Section 38, *Reporting Requirements for Boards and Commissions*, attached are electronic copies of the Guam Education Board's meeting agenda, approved minutes and other documents as discussed at the **December 17, 2013 regular monthly meeting**. The meeting was held at the Simon Sanchez High School Library in Yigo.

Should you have any questions, please feel free to contact my office at 300-1547.

Senseramente,


JON J. P. FERNANDEZ

Attachments

- e-Copies of GEB Meeting Packet

Cc: Chairman, GEB
Deputy Supt., FAS
File

Descriptor Term:	Descriptor Code:	Issued Date:
	125.7	8/07/79
BOARD MEETING NEWS COVERAGE	Rescind: BCBI	Issued: 03/29/78

BOARD POLICY

The Board believes that one of its most important responsibilities is to keep the public informed of its action. Consequently, the local news media representatives shall be welcome to attend all open regular and special meetings of the Board.

Notice of the time and place of all special meetings of the Board will be provided to members of the working press according to law.

All news items that deal with Board policies must be submitted to the Superintendent of Education's Office for approval prior to release.

ADOPTED: Board of Education 04.24.73

FIRST READING: 06/18/2013

SECOND READING: 09/24/2013

REVIEWED: _____

Descriptor Term:

Descriptor Code:

Issued Date:

125.8

April 1982

**SMOKING DURING AT
MEETINGS
PROHIBITED**

Rescind:

Issued:

BOARD POLICY

Smoking During At Meetings Prohibited

~~Members of the Board of Education shall refrain from smoking during the course of regular and specifically called meetings.~~

~~The public is likewise encouraged to refrain from smoking during regular and special meetings.~~

All Guam Department of Education facilities and vehicles are designated as non-smoking facilities. To this end, all persons are prohibited from using or displaying any tobacco products before, during or after all regular or special meetings of the Board held at GDOE facilities.

Reference: Public Law 21-139

ADOPTED: Board of Education 05/07/83

FIRST READING: _____

Descriptor Term:

Descriptor Code:
400

Issued Date:
08/07/79

~~BEHAVIOR~~ CODE OF CONDUCT

Rescind:

Issued:

JCDA (what does this mean?) ~~03/29/78~~

Board Policy

Each principal shall establish ~~student~~ rules and regulations concerning the conduct of students, ~~on the school campus. The rules and regulations shall be~~ consistent with positive behavior supports, ~~the overall~~ policies of the Board, and the Student ~~Discipline Procedures~~ Conduct Procedural Manual. ~~of the Department.~~

ADOPTED: Board of Education 04/24/73

AMENDED: ~~07/05/88~~ ~~--/--/--~~

FIRST READING: November 26, 2013

SECOND READING: **December 17, 2013**

Descriptor Term:

Descriptor Code:
407

Issue Date:

**~~STANDARD OPERATING PROCEDURES
FOR STUDENT SEARCHES AND SEIZURES~~**

Rescind:
Amend 407

Issued:
01/10/07

BOARD POLICY

The Guam Department of Education is tasked with the responsibility of providing a safe environment that is conducive to learning. In order to fulfill this responsibility, the Guam Department of Education must protect the morals, health and physical safety of the students in our public schools. Standards have been adopted for the protection of these students which ban certain items from our campuses but these bans are not self-enforcing. The Board believes that in spite of the adoption of these standards, contraband has been and is present in our schools. Therefore, the Board believes that the Superintendent has a continuing responsibility to develop methods to enforce DOE policies concerning the presence of weapons, illegal drugs, tobacco, alcohol, and other items that may be declared contraband from time to time. The standard operating procedures created must be respectful of the dignity and privacy of students to the fullest extent practicable. The rules must include which employees may conduct searches and where searches will be carried out. The Board authorizes the Superintendent to use all of Guam Department of Education's legal search options to protect our students and employees from harm. **MOVE TO SOP 1200-002**

The Superintendent shall establish and implement standard operating procedures for student searches and seizures, training employees who will conduct searches. Furthermore, The type and number of searches conducted on each campus, and the results of those searches, shall be reported to the Board annually.

Three kinds of searches are authorized in the Guam Department of Education.

- 1) Searches based on a reasonable suspicion that a particular student or group of students is in possession of contraband.
- 2) Random searches of student vehicles parked on school property and school lockers may be conducted according to procedures developed by the Superintendent and provide notice to students and parents of the possibility that searches may be conducted for student safety.
- 3) Blanket Administrative Searches are necessary to ensure the health, safety, and wellbeing of all DOE' student body. School Administrators will notify the Superintendent of the Guam Department of Education when a search of the entire student body is conducted.

MOVE TO SOP FOR SEARCH AND SEIZURE

~~The Superintendent shall create standard operating procedures for securing proper training for employees who will be conducting searches as well as providing proper background checks for them. These employees should receive regular training. Any employee designated to conduct~~

~~searches may be removed from that duty at any time without cause. Standard operating procedures for random searches must be designed to reflect the requirement that students must be shielded from arbitrary decisions by individual administrators. The type, number, and results of searches shall be collected annually and reported to the Board.~~

ADOPTED: Board of Education 03/04/75

AMENDED: 07/07/88; 09/19/97; 01/10/07

FIRST READING: November 26, 2013

SECOND READING: December 17, 2013

STEP BY STEP PROCEDURES FOR SEARCHING STUDENTS

At times searches are necessary to ensure the health, safety, and well-being of students within the DOE. This Standard Operating Procedure is the guidance for conducting these searches.

1. Always have another person with you when you search a student. The rule of thumb is the person doing the search will be the same gender as the student being searched.
2. Identify students to be searched. Keep in mind that serious substantive due process issues may arise out of searching the wrong student.
3. Remove students to a private search area. Personally escort the student to be searched directly to the office or other private location.
4. Always watch student's hands. Have the student walk in front of you. If a student is suspected of having a weapon or drugs, (secure the bag), the student may try to discard the item if the opportunity arises.
5. Keep searches discrete. Searches should be conducted discretely and with the understanding that you protect the self-esteem and integrity of the student.
6. Give the student a chance to surrender the item sought. Before beginning the search, ask the student if he/she has anything in their possession that is illegal or violates school rules.
7. Direct the student to remove any excess clothing (jackets, sweaters covering a shirt, etc) and empty the contents of their pockets by turning them inside out. Remember the reasonableness of the search. If you suspect the student of having a gun there is no need for them to take off their shoes, but if they are suspected of having drugs, it is "reasonable" to believe that they could hide them in their shoes and socks.
8. Always tell students what you are going to do and why you are doing it. Talk to the student as you search them, their bags or other possessions. This helps to alleviate any anxiety associated with being searched.
9. Seize any item that: a) is illegal, b) violates school rules, c) evidence of a crime; or d) is evidence of a school rule violation.

Descriptor Term:	Descriptor Code:	Issued Date:
	410	08/07/79
CORPORAL PUNISHMENT	Rescind:	Issued:
	JDA	03/29/88

Board Policy

The Department of Education does not condone the or use of corporal punishment.

~~Corporal punishment shall only be used as a last resort prior to the use of suspension.~~

~~Corporal punishment shall be administered only by the school principal. If a teacher considers it necessary and appropriate to administer corporal punishment, he/she should refer the problem to the school principal, giving full details as to why corporal punishment is appropriate. Administration of corporal punishment is at the discretion of the principal.~~

~~Corporal punishment can only be administered on those students whose parents or legal guardians have filed a notarized consent form with the school. Such consent forms must be filed with the Department of Education on an annual basis prior to the beginning of each school year.~~

~~Corporal punishment, if used, should never be unduly severe, but should be in terms of restraining with educational intent. (The term "unduly severe" cannot be exactly defined. It must be assumed to mean that a reasonable person, while not in a fit of anger, can interpret this phrase.) This amended policy will take effect at the beginning of the 1991-1992 school year.~~

ADOPTED: Board of Education 04/24/73

AMENDED: 07/05/88; 01/15/91

FIRST READING: November 26, 2013

SECOND READING: **December 17, 2013**

Descriptor Term:	Descriptor Code:	Issued Date:
	435	08/07/79
BUS CONDUCT	Rescind: EDCB	Issued: 03/29/78

Board Policy

All school bus riders will conform to school bus rules ~~issued~~ established by the Superintendent of Education. ~~and the Director of Public Works.~~

No student shall disembark from a school bus until it has arrived at the student's regular ~~its~~ destination, ~~(either the school grounds, or at the regular disembarkation stop, and/or any other designated disembarkation), except for an emergency or except upon presentation of written permission of parent or guardian authorizing such disembarkation.~~

~~District-wide expectations for bus riders the bus shall be included in the parent and student handbook~~

The Superintendent shall establish an Memorandum of Understanding with Department of Public Works regarding the ~~standard~~ transportation of students and develop an SOP for bus conduct of students. The SOP will be included in the student and parent handbook.

AMENDED: 07/05/88

FIRST READING: November 26, 2013
SECOND READING: December 17, 2013



JOSE Q. CRUZ, Ed. D.
Chairman

GUAM EDUCATION BOARD

P. O. Box DE
Hagåtña, Guam 96932
Telephone Numbers: (671) 300-1627
Facsimile Number: (671) 472-5001
Website Address: www.gdoe.net/geb



PETER ALEXIS D. ADA
Vice Chairman

Guam Education Board REGULAR MONTHLY MEETING

Tuesday, December 17, 2013

6 PM

Simon Sanchez High School Library, Yigo

AGENDA

VOTING MEMBERS

Peter Alexis D. Ada
Ronald A. Ayuyu
Lourdes M. Benavente
May A. Camacho
Jose Q. Cruz, Ed. D.
Maria A. Gutierrez
Barry L. Mead
Albert T. San Agustin
Francis E. Santos

EX-OFFICIO MEMBERS

Valerie Harper (SSHS)
IBOGS Representative

Doris Terlaje (OMS)
GFT Representative

EXECUTIVE SECRETARY

Jon J. P. Fernandez
DOE Superintendent

- I. Meeting Call to Order**
- II. Roll Call of Members**
- III. Public Participation (BP 125.6) – time limit 5 minutes**
 - 1) Recognition of the Interscholastic Sports Champions for First Quarter
 - 2) Recognition of the J.Q. San Miguel Elementary School and the Harvest Christian Academy School Tutoring and Soccer Program
 - 3) Recognition of the Simon Sanchez High School Cleanup Participants
- IV. Approval of Minutes**
 - 1) Minutes of November 26, 2013 Regular Meeting
- V. Receipt of Communications and Reports**
 - 1) Superintendent's Report and Communication
 - 2) Head Start Program Director's Report
- VI. Unfinished Business**
 - 1) Superintendent's Evaluation Framework, Update
 - 2) Extension of TB Policy Suspension
 - 3) Board Policy 125.7, Board Meeting News Coverage (second reading)
 - 4) Board Policy 125.8, Smoking During Meetings Prohibited (second reading)
 - 5) Board Policy 400, Behavior Code (second reading)
 - 6) Board Policy 407, SOP for Student Searches and Seizures (second reading)
 - 7) Board Policy 410, Corporal Punishment (second reading)
 - 8) Board Policy 435, Bus Conduct (second reading)
- VII. New Business**
 - 1) Committee Reports
 - a) Executive Committee
 - b) Instructional and Academic Support Committee
 - c) Safe and Healthy Schools Committee
 - d) Organizational Efficiency and Development Committee
 - 2) Calendar Committee Members and the Proposed School Calendars for SY 2014 and SY 2015
 - 3) District Action Plan / School Improvement Plan
- VIII. Executive Session**
- IX. Announcements and Adjournment**

Broadcast Report

Date/Time: 12-06-2013 09:26:19 a.m. Transmit Header Text
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**This document : Confirmed
 (reduced sample and details below)
 Document size : 8.5"x11"**

DR. JOSE G. CRUZ – Chairman
MR. PETER ALECKIS D. ADA – Vice Chairman
Guam Education Board
 P.O. Box DE, Hagåtña, Guam 96932
 Telephonic Nos. (671) 300-1627/1629
 Fax No. (671) 472-6001
 Website: www.gdoe.net/gcb



Fax

To: Guam Education Board Members,
 Division Heads, School Principals, and
 Media (for public announcement)

From: JON J. P. FERNANDEZ – Superintendent,
 Department of Education
(Sent by: Joyce L.G. Kaneshiro, Admin. Officer)

Date: December 5, 2013; 5:11 PM

Phone: **Pages:** 2

Re: PUBLIC NOTICE - GEB Regular **CC:** Deputy Superintendents and Legal Counsels
 Monthly Mtg., Dec. 17, 2013

Urgent For Review Please Comment Please Reply Please Recycle

Message: PUBLIC NOTICE - Pursuant to Title 5 Guam Code Annotated, Chapter 8, Open Government Law, Sections 8107(b) and 8108.

FOR IMMEDIATE RELEASE:
Guam Education Board
Regular Monthly Meeting
Tuesday, December 17, 2013
6 PM
Simon Sanchez High School Library, Yigo

Agenda attached.

Individuals requiring special accommodations, auxiliary aids or services may contact
 Joyce Kaneshiro at (671) 300-1627 or by email, jkaneshiro@gdoe.net.

Please publish/announce this meeting notice from December 5 - 17, 2013. Thank you. ☺

Confidential Notice: The information in this facsimile is intended for the use of the addressee only. It may contain information that is privileged, confidential, and exempt from disclosure. If the reader of this message is not the intended recipient or an employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that a dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this facsimile in error or if there is a transmission error, please notify the Guam Education Board Office immediately by telephone (300-1627) and return the original message to us by mail. Thank you.

Total Pages Scanned : 2

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001	370	16714770793	09:05:47 a.m. 12-06-2013	00:00:39	2/2	1	EC	HS	CP26400
002	370	6716379865	09:05:47 a.m. 12-06-2013	00:00:23	2/2	1	EC	HS	CP33600
003	370	671-637-9870	09:05:47 a.m. 12-06-2013	00:00:22	2/2	1	EC	HS	CP33600
004	370	1 671 477 6411	09:05:47 a.m. 12-06-2013	00:00:26	2/2	1	EC	HS	CP33600
005	370	6714721512	09:05:47 a.m. 12-06-2013	00:01:51	2/2	1	EC	HS	CP4800
006	370	+6714773079	09:05:47 a.m. 12-06-2013	00:00:44	2/2	1	EC	HS	CP14400
007	370	6498883	09:05:47 a.m. 12-06-2013	00:00:26	2/2	1	EC	HS	CP26400

Sworn Statement of Robert H. Malay
Re: Public Announcement for
GEB Regular Monthly Meeting, December 17, 2013

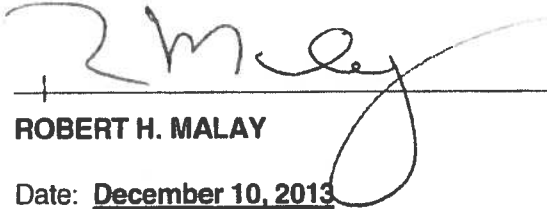
I, **Robert H. Malay**, GDOE Deputy Superintendent of Assessment and Accountability, hereby make the following statement:

On **Tuesday, December 10, 2013**, I was interviewed by a reporter from the Pacific News Center at 2 PM. Additionally, on the same date, I reported live on Newstalk K57 regarding the regular monthly meeting of the Guam Education Board.

In accordance with 5 Guam Code Annotated, Chapter 8, *Open Government Law, Public Notice* (§8104, a.5.A), I made the announcement to the public, during the interview, that the **6th Guam Education Board** would be holding its **regular monthly meeting on Tuesday, December 17, 2013 at 6 PM** at the **Simon Sanchez High School Library in Yigo**.

I also made the announcement that any individuals requiring special accommodations, auxiliary aids or services may contact the Guam Education Board Office at 300-1627.

Signed under penalty of perjury that the foregoing statement is true and correct to the best of my knowledge.



ROBERT H. MALAY
Date: **December 10, 2013**



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Start Date: January 14, 2014 (Morning Session)

Certified Phlebotomy Technician
Start Date: January 13, 2014 (Morning Session)
Evening session: OPEN ENROLLMENT

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Start Date: January 13, 2014 (Evening Session)

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LIFESTYLE

31

Pacific Daily News, Wednesday, December 11, 2013 guampdn.com

OBITUARIES

AILEEN GRACE DELFIN BILON

Aileen Grace Delfin Bilon, also known as "Leb," of Dededo died Dec. 8 at the age of 25. Funeral arrangements will be announced later.

VINCENT GUERRERO DUENAS

Vincent Guerrero Duenas, also known as "Vince," "Grampi" and "Uncle Bill," of Dededo died Dec.

8 at the age of 66.

Rosaries are being prayed 7 p.m. daily at the family residence, 325 Gloria Circie in Dededo. Funeral arrangements to be announced at a later date.

Free obituary announcements from funeral homes must include date of death and age, a contact name and telephone number. Drop off at the front desk of the Pacific Daily News or email to life@guampdn.com.

GOVERNMENT MEETINGS

Dec. 11

The Guam Board of Medical Examiners will meet at 3:30 p.m. Dec. 11 at the Guam Memorial Hospital in Tamuning. For special accommodations, call 735-7407 or TDD 649-1801.

The Department of Revenue and Taxation Board of Equalization will meet at 3:30 p.m. Dec. 11 at the Department of Revenue and Taxation in Barrigada. For more information, call 635-1763/1986.

The Alcoholic Beverage Control Board will meet at 4 p.m. Dec. 11 at the Department of Revenue and Taxation in Barrigada. For more information, call 635-1802/5.

The Guam Developmental Disabilities Council will meet from 11 a.m. to 2 p.m. Dec. 11 at the Holiday Resort & Spa. All council members are urged to attend. The meeting is open to the public. For special accommodations, call 735-9127 to make arrangements with the hotel.

The Guam Ancestral Lands Commission will hold its regular monthly meeting at 2 p.m. Dec. 11 on the third floor of the ITC Building in Tamuning. For special accommodations, call 649-5263 ext. 341/682.

The Consolidated Commission on Utilities regular meeting for The Guam Power Authority and Guam Waterworks Authority will be held at 5:30 p.m. Dec. 11 at GPA's Main Business Office, Harmon. For special accommodations, call Lou Sablan at 648-3002.

Dec. 12

The Emergency Medical Services Commission and the EMS for Children Advisory Committee will meet at noon Dec. 12 at EMS Conference Room 209, Terlaje Professional Building, 194 Hernan Cortez Ave., Hagåtña. For special accommodations or more information, call 735-7410.

The Guam Historic Preservation Review Board will meet at 3:30 p.m. Dec. 12 at the Department of Parks and Recreation, 490 Chalan Palasyo, Agaña Heights. For special accommodations, call 475-6294/6337.

The Guam Visitors Bureau Board of Directors will meet at 4 p.m. Dec. 12 at GVB in Tumon. For special accommodations, call 646-5278.

The Guam Board of Nurse Examiners will meet at 3:30 p.m. Dec. 12 at the Health Professional Licensing Office, Terlaje Professional Building, Hagåtña. For more information or special accommodations, call 735-7411.

The Civil Service Commission Board will meet at 5:45 p.m. Dec. 12 in Suite 6A, 777 Route 4, Sinajana. For special accommodations or more information, call 647-1855/57 or TTY 649-7002.

Dec. 17

The Mayors Council of Guam special meeting will be held at 10 a.m. Dec. 17 at the MCOG, Suite 111F, J&G Commercial Center, Hagåtña. For more information, call 472-6940 or 477-8481.

The Guam Education Board will meet at 6 p.m. Dec. 17 at Simon Sanchez High School in Vigo. For special accommodations, call 300-1627 or email ljkkaneshiro@gdoe.net.

Dec. 19

The Chamorro Land Trust Commission Board will meet at 1 p.m. Dec. 19 at the Department of Land Management on the third floor of the ITC Building in Tamuning. For special accommodations, call 649-5263 ext 631.

The Guam Board of Accountancy will meet at 4 p.m. Dec. 19 at 335 South Marine Corps Drive, Suite 101, Tamuning. For special accommodations call 647-0813.



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Court denies Agababa pre-trial release

By Gina Tabonares-Relly
gina@mvguam.com
Variety News Staff

THE court did not allow the pre-trial release of murder suspect Allan Aloan Agababa to a third-party custodian due to several concerns, including the ability of the defendant's 82-year-old grandfather to transport the accused for his probation requirements and court hearings.

Agababa, the suspect facing aggravated murder charges in connection with the death of his mother, Shelly June Bernstein, yesterday asked Judge Maria Cenzone to release him to his grandfather, Raphael Lujan, and his mother's best friend, Vicky Gayer.

The 26-year-old defendant, through his counsel attorney Peter Sablan, told the court that his grandfather, the father of the victim, has a "mutual understanding" to follow all the court's conditions if Agababa's motion for pre-trial release is granted.

The defense counsel argued that Agababa has strong family ties, no prior criminal records (not even a traffic citation), no warrant of arrest, and should be released prior to trial since there is no direct evidence that can link him to the murder case.

Sablan stated he is filing a motion to dismiss the indictment because there is no strong evidence to prove that his client committed the murder.

"My client is innocent until proven guilty. There are no photos, no autopsy report, detective reports, no DNA, and no blood that link my client to this murder," Sablan said.

The lawyer also said that although his client was born in Thailand, he was raised in Guam since he was 3 years old and came back to the island to take care of his ailing mother.

Lujan and Gayer were interviewed by Judge Cenzone who asked who the proposed third-party custodian will be who would bring the defendant to check in at the probation office and at court hearings.

No transport

The grandfather indicated that he doesn't have the means of transportation and only relies on a female friend to provide transportation.

Gayer, for her part, said she used to babysit the defendant when he was 3 years old. She promised to provide transportation for Agababa if needed.

Judge Cenzone, however, noted that a probation officer who initially assessed the two third-party custodians made a report that the two are inappropriate.

Assistant Attorney General Brian Gallagher opposed the

The defense counsel argued that Agababa has strong family ties, no prior criminal records (not even a traffic citation), no warrant of arrest, and should be released prior to trial since there is no direct evidence that can link him to the murder case. ... The lawyer also said that although his client was born in Thailand, he was raised in Guam since he was 3 years old and came back to the island to take care of his ailing mother.

release, saying the proposed custodians are already advanced in years — one is aged 82 and one is aged 61 — and would not be a good choice because they will not have control over the defendant physically.

"Releasing him would not serve the interest of justice," Gallagher argued.

Sablan countered that the custodians don't need to wrestle to the ground with the defendant, adding that the custodians can call the police if needed.

"We know the seriousness of the case but we have people who are reliable. Mr. Lujan raised my client. There is mutual agreement between them. He doesn't have a passport and he can be put on house arrest," Sablan continued.

Judge Cenzone, however, said she reviewed the magistrate's report of the case and considered the details of serious allegations against the defendant.

She explained that although the defense claims that there is not enough evidence to link the defendant, the government has not completed the turnover of all discovery.

Thus, denying the motion to change the release condition of Agababa is more appropriate.

While Judge Cenzone gave the government attorney until Monday to provide all the discovery to the defense, she said it is premature for the defense lawyer to say that there is no evidence against Agababa.

The court also stressed the need to transport the defendant for his probationary requirements and court hearings.

"The court has concerns that the third-party custodian has no vehicle — this is a serious obligation," Cenzone said.

The court has set a jury selection and trial for Agababa on March 19, 2014 and scheduled a follow-up hearing on Jan. 7 at 9:30 a.m.

Agababa is being held on \$1 million cash bail. He was charged with aggravated murder as a first-degree felony on Aug. 26 after his mother was found dead in their Tamuning apartment. Bernstein's body was discovered lifeless on her bed on Aug. 13 at around 12:10 a.m.



Many things have changed over the past five years — or not. Marianas Variety-Guam features in this column a quick glance into what stories captivated our community then, offering our readers a nostalgic moment — or perhaps a historical footnote of half a decade ago.

FRIDAY, DECEMBER 12, 2008

Tropical storm misses Guam



Jenny Miller, National Weather Service's meteorologist, gave response activity coordinators a weather briefing at the emergency response center.

THE so-called "banana storm" that could have potentially brought another devastation to the island missed Guam on Dec. 11, 2008, according to weather officials.

Tropical depression 27W made its way past just south of Guam last night. The storm made its closest point of approach between 5 and 7 p.m., just 15 miles south of the island with winds around 30 to 40 miles per hour.

The system was reported to be moving away from the island in a south-southwest direction at 23 mph. Maximum sustained winds of 35 mph were also expected to continue overnight.

The island was in a tropical warning as a precaution. A tropical storm warning means that conditions including damaging wind of 39 to 74 mph were expected within 24 hours.

Tennessee conviction nullified

THE Supreme Court nullified the conviction of retired police officer Gene Tennesen, who was charged with theft and official misconduct.

In voiding the Superior Court's decision, the justices noted that then-attorney general Douglas Moylan should have been disqualified from the case for discussing the former police officer's case with the media in violation of the court's order.

In his appeal to the high court, Tennesen pointed out Moylan's violation of the court order for him to stay out of the case.

Struggle to fund landfill continues

FEDERAL Judge Frances Tydingco-Gatewood, Gov. Felix Camacho, and the federal receiver Gershman, Bricker & Bratton awaited the fate of a bill that would amend the \$20 million appropriation law to fund the initial phase of the landfill project.

At a Dec. 12, 2008 session, lawmakers included the governor's Bill 402 in the agenda. The bill would authorize the governor to borrow \$20 million to finance the initial cost of construction of a new landfill with the use of Section 30 funds as collateral.

Bill 402 was placed on the agenda upon request made by Sen. Eddie Calvo, chairman of the committee on finance, taxation, commerce and economic development.

GUAM EDUCATION BOARD
P.O. Box DE, Hagåtña, Guam 96932
Telephone: (671)300-1627 • Fax: (671) 472-5001
Website: www.gdoe.net/gcb

PUBLIC NOTICE

Guam Education Board
REGULAR MONTHLY MEETING
Tuesday, December 17, 2013
8 PM
Simon Sanchez High School Library, Yigo

AGENDA

- I. Meeting Call to Order
- II. Roll Call of Members
- III. Public Participation (BP 125.6) — time limit 5 minutes
 - 1) Recognition of the Interscholastic Sports Champions for First Quarter
 - 2) Recognition of the J.C. San Miguel Elementary School and the Harvest Christian Academy School Tutoring and Soccer Program
 - 3) Recognition of the Simon Sanchez High School Cleanup Participants.
- IV. Approval of Minutes
 - 1) Minutes of November 26, 2013 Regular Meeting
- V. Receipt of Communications and Reports
 - 1) Superintendent's Report and Communication
 - 2) Head Start Program Director's Report
- VI. Unfinished Business
 - 1) Superintendent's Evaluation Framework, Update
 - 2) Extension of TB Policy Suspension
 - 3) Board Policy 125.7, Board Meeting News Coverage (second reading)
 - 4) Board Policy 125.8, Smoking During Meetings Prohibited (second reading)
 - 5) Board Policy 400, Behavior Code (second reading)
 - 6) Board Policy 407, SOP for Student Searches and Seizures (second reading)
 - 7) Board Policy 410, Corporal Punishment (second reading)
 - 8) Board Policy 435, Bus Conduct (second reading)
- VII. New Business
 - a) Executive Committee
 - b) Instructional and Academic Support Committee
 - c) Safe and Healthy Schools Committee
 - d) Organizational Efficiency and Development Committee
 - 2) Calendar Committee Members and the Proposed School Calendars for SY 2014 and SY 2015
 - 3) District Action Plan / School Improvement Plan
- VIII. Executive Session
- IX. Announcements and Adjournment

Individuals requiring special accommodations, auxiliary aids or services may contact Joyce Kaneshira, Administrative Officer, at 300-1627 or by email, jkaneshira@gdoe.net

This advertisement was paid by GDOE local funds.

Christmas SALE

Awesome Gift Ideas

BOSE
Companion 2 Series III Multimedia Speaker System
THIS WEEK ONLY \$99.95

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7-inch GALAXY TAB3
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SAMSUNG
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SALE PRICES START FROM
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EXTENDED SALE
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TOSHIBA
Underwater Flashlights
THIS WEEK ONLY
\$10 OFF
Regular Price \$389.00
Regular sale from \$38.95 to \$49.00

FINANCING AVAILABLE:
Promo period Dec.6 through Dec.13, 2013 (while supplies last.)
Tamuning Store: 646-9304/
Micronesia Mall Store: 632-8000

GOVERNMENT MEETINGS

Dec. 17

■ The Mayors' Council of Guam special meeting will be held at 10 a.m. Dec. 17 at the MCOG, Suite 111F, J&G Commercial Center, Hagåtña. For more information, call 472-6940 or 477-8461.

■ The Guam Education Board will meet at 6 p.m. Dec. 17 at Simon Sanchez High School in Yigo. For special accommodations, call 300-1627 or email jlgkaneshiro@gdoe.net.

■ The Civil Service Commission Board will meet at 5:45 p.m. Dec. 17 in Suite 6A, 777 Route 4, Sinajana. For special accommodations or more information, call 647-1855/57 or TTY 649-7002.

Dec. 18

■ The Civil Service Commission Board will meet at 5:45 p.m. Dec. 18 in Suite 6A, 777 Route 4, Sinajana. For special accommodations or more information, call 647-1855/57 or TTY 649-7002.

Dec. 19

■ The Chamorro Land Trust Commission Board will meet at 1 p.m. Dec. 19 at the Department of Land Management on the third floor of the ITC Building in Tamuning. For special accommodations, call 649-5263 ext 631.

■ The Guam Board of Accountancy will meet at 4 p.m. Dec. 19 at 335 South Marine Corps Drive, Suite 101, Tamuning. For special accommodations call 647-0813.

■ The Guam Parole Board regular hearing will be held at 9 a.m. Dec. 19 at the Guam Sports Complex in Dededo. For more information or special accommodations, call 735-4133/4.

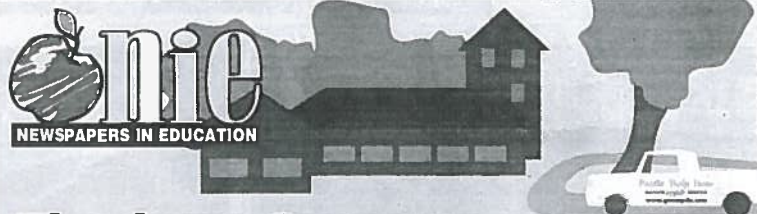
■ The Guam Housing and Urban Renewal Authority Board of Commissioners will meet at 10 a.m. Dec. 19 at GHURA's main office in Sinajana. For special accommodations, call 475-1322 or TTY 472-3701.

OBITUARIES

DENZIL MARTIN LUJAN JACKSON

Denzil Martin Lujan Jackson, also known as "Denz" and "Uncle D," familiar Lencho/Tisu, of Leyang, Barrigada, died Dec. 5 at age 47.

Rosary is being prayed at 7:30 p.m. daily at 2457 Route 15, Mangilao (at Carnation Road, across Marbo Cave). Last respects may be paid from 9 to 11 a.m. Dec. 21 at 2457 Route 15, Mangilao, Mass for a Christian burial will be offered at noon at San Vicente and San Roke Catholic Church in Barrigada. Interment will follow at Guam Memorial Park in Leyang, Barrigada.



Thank you Sponsors

School Year 2013 - 2014

Thanks to the financial support and dedication of these sponsors to promote literacy and education in our community, copies of the Pacific Daily News were delivered to island schools to assist teachers in their classrooms. Students use the Pacific Daily News as a living textbook to study geography, comparative shopping, current events, social science, and many more subjects.

If you would like to be a sponsor, please contact Joe Mesa or Joann Cepeda-Taimanglo at 479-0518 or 479-0519.



*Special thanks to Pacific Hand Surgery Center and Micronesia Renewable Energy, Inc.

- A1. All Guam Department of Education students will graduate from high school prepared to pursue post-secondary education on or off-island or to assume gainful employment with the private or public sector.**

HIGH SCHOOL GRADUATION DATES

School	Date	Time	Venue
Simon Sanchez HS	June 07, 2014	TBA	TBA
Southern HS	June 10, 2014	10:00 AM	Southern High School
Okkodo HS	June 11, 2014	2:00 PM	UOG Field House
George Washington HS	June 12, 2014	TBA	TBA
John F. Kennedy HS	June 14, 2014	2:00 PM	UOG Field House

- A1.1. Adopt and implement high academic standards for all students aligned with college and career readiness expectations.**

PROFESSIONAL DEVELOPMENT FOR ADMINISTRATORS AND TEACHERS ON THE COMMON CORE

- Follow-up training for all school cadres in the Common Core and Classroom Instruction That Works is currently being scheduled for January, April and May. These follow-up sessions will provide an opportunity to all schools to share their progress with other schools as well as be exposed to recommended "next-steps" in their effort to implement the Common Core.
- Monthly professional development for administrators in Instructional Leadership is ongoing. For the month of December, the focus will be on the implementation of the Curriculum Guidance documents in support of the Common Core. These are the curriculum documents that were recently released to teachers earlier this month.

ADMINISTRATOR AND TEACHER RESOURCES TO SUPPORT THE COMMON CORE

- Approximately \$300K worth of instructional resources for teachers and students were distributed to schools during the first few weeks of December to support schools' efforts to implement the Common Core. These materials included Leveled Reading Materials to support students reading development and a collection on non-fiction texts for students. Schools will have the option to use the reading material during their regular classrooms as a supplement, during tutoring sessions with students, or during their after school programs. The Metgot schools, schools that do not have a supplemental interventions program, were provided with additional grade level resources for reading and math. These resources were purchased by Title V-A Consolidated Grant funds.
- Administrator resource kits for Professional Development and the Common Core are being organized and prepared for distribution to all school administrators. They include informational books, DVDs and presentation manuals related to the Common Core State Standards, Classroom Instruction That Work, Professional Learning Communities and



effective lesson planning. All of these resources are directly related to training that has been, and continues to be provided to all school administrators on a monthly basis to support their professional growth as instructional leaders. Each kit contains approximately \$400 worth of professional development resources carefully selected to align to our department's efforts to implement the Common Core. These resources were purchased by Title V-A Consolidated Grant funds.

A1.2. Provide all students with equitable access through a variety of programs and opportunities to achieve the standards in 1.1.

INTERSCHOLASTIC SPORTS PROGRAM SY 2013-14

- Congratulations to the following teams for winning the championship in their respective sports during 1st quarter.
 - Untalan Middle School - Boys Middle School Volleyball Champions
 - FB Leon Guerrero Middle School – Boys Cross Country Champions
 - Untalan Middle School Middle School - Girls Cross Country Champions
 - Sanchez High School – Football Champions
 - JFK High School – Boys Cross Country

- 2nd Quarter sports for GODE Middle Schools is halfway through their season. As of 12/6/13:
 - Girls Volleyball

- Untalan Middle School is in 1st; followed by Astumbo Middle at 2nd and Agueda and Rios tied for 3rd.
 - Boys Middle School Soccer

- Agueda Middle School in 1st; with Benavente, Oceanview and Untalan tied for 2nd.

- Stipends for 1st quarter were paid out to all the coaches and athletic directors on December 6, 2013. MSOA which provided officiating services for Boys Volleyball during 1st quarter will receive their check this Friday 12/13/13.

- IIAAG also received a check for scheduling fees for 1st quarter sports on November 19, 2013. We still need to pay them for 1st Quarter actual cost incurred during the 1st quarter season.

- High School Interscholastic has just begun playoffs to determine 2nd quarter champions. GDOE high schools are competing in Wrestling, Baseball, Girls' Basketball and Boys' Soccer.

EARLY CHILDHOOD EDUCATION

-The Kindergarten Report Card Task Force has continued the development of the Kindergarten Report Card Teacher's Guide. On December 11, 2013, approximately 30 kindergarten teachers met for the initial meeting for the Pilot Kindergarten Report Card.

-126 Early Childhood Education Kits will be distributed at the upcoming K-1 Brigance Follow-Up Meeting scheduled for Tuesday, December 16, 2013. These resources will allow teachers to prepare developmentally appropriate lessons to meet the needs of the students based on their results on the K-1 Brigance Assessment. The K-1 Brigance meeting agenda will include the follow-up on the progress of the students based on the assessment of the Brigance Assessment Tool used at the beginning of School year and the distribution of the resources to all Kindergarten teachers.

CHAMORU STUDIES AND SPECIAL PROJECTS:

LOCAL Activities:

-The Division conducted a Chamoru language teachers meeting on November 21, 2013 at 4:00 p.m. in the AIJMS Cafeteria. Upcoming Chamoru Month events were discussed. The theme for this year's Chamoru month is *"Tånom i Simiyan Irensiã-ta gi Famagu'on-ta"* (Plant the Seeds of Our Heritage Among Our Children).

- Sinot Laguana and Jimmy Teria participated in a "Working with Diverse Learners Seminar Part II" on Wednesday, November 27, 2013 with Dr. Linda Furuto at Comprehensive Center for Student Success (CCSS), Castle Mall, in Mangilao. This training was sponsored by the Pacific Regional Comprehensive Center (PRCC) operated by the Pacific Resources or Educational and Learning (PREL).

- In preparation of Mes Chamoru a GVB grants-in-aid application was submitted on October 31, 2013 and was approved in the amount of \$10,000 on December 3, 2013.

- The Chamoru Studies Division will be conducting two (2) Staff Development Trainings during Christmas break for Chamoru Language teachers. Below are the specifics of the PDs:

Introduction to Teaching Cultural Education through the Art of Weaving:

December 27 & 30, 2013 and January 3, 2014 from 8:30 a.m. – 12:30 p.m. at the Agueda Johnston Middle School Cafeteria.

Introduction to Cultural Arts through the Art of Dance: December 27 & 30, 2013 and January 3, 2014 from 1:00 p.m.-5:00 p.m. at the Agueda Johnston Middle School Cafeteria.

FEDERAL Activities: GIHA (Guiding Instruction for Higher Achievement)

- The Division is patiently awaiting a contract to be drafted by the Legal Department for the award of the Twiddles Chamoru animation DVD project.

- The three Chamoru supplementary material books for grades kindergarten, first and fifth that were sent off for printing are scheduled to be delivered on December 20, 2013.

- The PREL Contract was signed on October 16, 2013. A meeting was held with PREL representatives Gene Dydasco and Emily Lam (via telecom) on December 2, 2013. Ms. Emily Lam will meet with CSSPD on Friday December 13, 2013 at the CSSPD office at 3:00 p.m. A master timeline for GIHA Mas Mo'na will be developed to ensure the remaining supplementary material books are printed by the end of this grant's fiscal year.

IMPROVING LITERACY THROUGH SCHOOL LIBRARIES:

- School Library Program Meeting was held in November 2013 to address the five goals for the program:

These Goals include the following:

1. School Librarian Certification
2. School Library Procurement
3. Professional Development
4. School Library Automation Infrastructure, and
5. Policy Development & Standard Operating Procedures.

The meeting also included a guest speaker from the Guam Certification Office to address certification requirements.

-Educational Technology—with the support of the ISLA Program, eight multimedia and eight ELMO Projects were distributed to the Middle School Librarians to support the use of technology in the School Libraries.

- During the month of November 2013, a one-day MUNIS Training was provided to the School Librarians and was facilitated by Ms. Jacqueline Mesa from the Business Office.

TERRITORIES & FREELY ASSOCIATED STATES EDUCATION GRANT

- The Assessment Leadership Cadre participated in a workshop on the *Common Core for English Language Arts and Building Common Assessments* which took place on December 2-5, 2013 in Bellevue, Washington. This workshop covered implementation strategies for the Common Core English Language Arts Standards and the processes used to develop Common Formative Assessments. This team will be responsible for training the teacher cadres from the 11 participating pilot schools in the process to develop these classroom assessments. This activity is the first of a three-year project that will involve the development and implementation of Common Formative Assessments for the participating schools in English Language Arts, Math, Science and Social Studies and end with the development of a Standards-Based Grading System for the participating schools. It is the intent of this project to have this system considered for district-wide adoption.
- We are currently in the contracting phase for our work with *Pacific Resources for Education and Learning (PREL)* to facilitate a series of professional development workshops and technical support sessions with our school administrators on how to conduct effective classroom observations and provide feedback to teachers. PREL will provide a work plan for a series of high quality professional development training that aligns with the Guam Department of Education teacher standards and best practices of classroom instruction.

DHHS/CDC/DASH HIV/YRBS Programs:

- As of November 8, the Project Director established the program account on the Notification of Award received for the 5-year School-Based Surveillance Program, August 1, 2013 to July 31, 2014, to provide funding support for the re-administration of the 2013 YRBS survey in November 2013 and the upcoming Profiles survey to be administered on February 2014.

DHH/ACF/ACYF Personal Responsibility Education Program (PREP):

- As of November 30, the Project Director submitted the prior approval request to grantor (ACF) for the PREP budget carryover from year 1 to year 2. The funds requested will be used to complete activities which were approved, but are not completed by end of budget year 1.

SERVICE LEARNING (PL 28-41):

- Collaboration Meetings continue with Dr. Laura Biggs, Assistant Professor from UOG – Sea Grant Program to support the development of a Service Learning website for the five public high schools.
- Service Learning Meetings are held monthly with all high schools to address student data collection for the Service Learning Program. The division of C&I continues to work closely with schools to ensure that there is a balance between students need for hours and what is being offered at each school. Special attention at every meeting is paid to the current Junior class of 2015.
- Planning meetings continue during the month of November for the upcoming Service Learning Expo tentatively scheduled for Saturday, January 18, 2014 to include participation from the five high schools. During the month of November, the Service Learning Expo Committee members developed a Service Learning Community Handbook that will be shared at the Service Learning Expo.

STRIVING READERS LITERACY PROGRAM:

- 1 set of 25 Computer Tablets and 1 charging carts have been issued to SRCL participating teachers at Okkodo, GWHS and Southern High schools in SRCL's effort to provide technological support to teachers to enhance our students' literacy skills. Schools are awaiting the receipt of wireless in the classrooms to fully implement the tablets' usage.
- Participating teachers received additional supplemental reading materials to support their efforts to improve students' learning outcomes in their classrooms.

ENGLISH AS A SECOND LANGUAGE (ESL) PROGRAM:

- Coordinator meetings held for November with 80-95% attendance and included Elementary and Secondary schools, held at CCSS meeting room, Mangilao. Next Coordinator meetings scheduled for Dec 11 to be held at CCSS meeting room, Mangilao as well.
- Purchased materials and supplies for classrooms continue to be distributed as needed.
- Parent Involvement Activity reports are being compiled to show school and district level effort in parent, student and community outreach.
- Saturday Scholars Program: SY13-14 Pilot Project designed and commenced at DL Perez Elementary School under the guidance of Dr. Arlene Diaz (former SPC for ESL Program). Offers 3 grad-credits to participating teachers and is specifically for grades 2-5 (December to March 2013). Upon successful completion, the ESL program may offer to introduce at all interested schools next school year. PC IV, Vera Dela Cruz is a registered participant and will conduct an assessment to provide report to Project Director Leon Bamba, C&I and FPD at the end of the course.

- Inventory management of ESL equipment: Program Coordinator I who managed this information has moved to another office. Current team at LLMP Program Office are working together to ensure ESL inventory, distribution, and accountability are maintained. Ms. Tita Mafnas, admin assistant has volunteered to spearhead this project as she did fulfill this responsibility prior to PC I recruitment. SPC for ESL program remains vacant and waiting to be filled.

A1.3. Develop and implement frameworks to collect stakeholder input (students, parents, teachers, etc.) to establish district-wide goals and objectives.

ACCREDITATION VISIT - SPRING 2014

Provided below is the list of schools that have received confirmation for their Spring 2014 accreditation visiting team chairperson of their schedule visit date:

<u>School</u>	<u>Visiting Chairperson</u>	<u>Visit Date</u>
Finegayan ES	William Christelman	Week of April 28, 2014
Inarajan ES	William Chistelman	Week of May 01, 2014
Wettengel ES	Dr. Slaby	TBD
AIJMS	Geraldine Ichimura	March 11-14, 2014
FBLGMS	Geraldine Ichimura	March 05-07, 2014
OMS	Joseph Laturnan	March 26-28, 2014
JFKHS	David Moss	April 30, 2014 – May 02, 2014

Schools pending confirmation for Spring 2014 visit: L.B. Johnson ES, Upi ES, Wettengel ES, Inarajan MS, L.P. Untalan MS, , and Simon Sanchez HS.

A five (5) year plan has been developed for all remaining eighteen (18) elementary schools to seek WASC accreditation.

A2. All students in the Guam Department of Education will successfully progress from grade to grade and from one level of schooling to another in order to maximize opportunities to successfully graduate from high school.

Make-up Day – December 2013

Provided below is the listing of schools that will continue to have classes with the regular bell schedule on December 23, 2013:

- Inarajan Elementary School – Flexible make-up day #2 due to water outage on October 28, 2013.
- Oceanview Middle School – Flexible make-up day #2 due to Typhoon Francisco on October 18, 2013 (Flexible make-up day #1 used for school closure on September 23, 2013).
- Simon Sanchez High School – Flexible make-up day #1 was scheduled for November 29, 2013, but due to the shutdown of SSHS from November 22, 25, 26, 27, & 29, 2013 (5 Days). These are the scheduled make-up days: December 23, 2013, January 02, 2014, January 03, 2014, February 03, 2014 and April 14, 2014.
- Southern High School – Flexible make-up day #2 due to Typhoon Francisco on October 18, 2013.

A2.1. *Develop a system-wide curriculum framework to guide schools with the on-going improvement of their programs.*

Compliance Monitoring Office Activity Summary for Second Quarter

The Compliance Monitoring Office (CMO) completed the following activities:

1. On-site Monitoring
 - a. Onsite Comprehensive Monitoring was completed on Talofoto Elementary School was completed on October 30, 2013. Final report is pending closing meeting scheduled on November 20, 2013.
 - b. Southern High School is scheduled for an onsite Focused Monitoring review on November 25-27, 2013.
 - c. Simon Sanchez High School failed to implement improvement activities for focused monitoring. Their one year timeline was – November 21, 2013.
2. Disputes – Five complaints have been filed as of Today's date. This 5h complaint is at Okkodo High School.
3. Offsite Monitoring – The following schools failed to correct during the December 2, 2013 verification:

JFK High School
Southern High School
Simon Sanchez High School
Jose Rios Middle – (pending document for verification of correction)

The following schools corrected their pending noncompliance:
Agueda Johnston Middle School
DL Perez Elementary School
Juan M. Guerrero Elementary School
4. The CMO, in collaboration with the Division of Special Education, continues to work with technical assistance related to Secondary Transition.
5. Other areas of concern: The CMO has been working with 2 cases related to placement in the Alternative School and correct implementation of Discipline procedures for students with disabilities.
6. SPP/APR: The CMO completed drafts of Indicators 15, 18, and 19, and will be reporting meeting 100% compliance for each indicator.

Curriculum Guidance Documents to support the Common Core and GDOE Standards

The Division of Curriculum and Instruction distributed and provided training to teacher cadres from every school on the Common Core and GDOE Curriculum Resources including:

1. **District Curriculum Alignment Document** which shows the alignment of the Common Core State Standards to the GDOE Standard and the SAT10.

2. **District Curriculum Maps** which provides the schools with the official Scope and Sequence for the instruction of the Common Core and GDOE Standards. It organizes the Standards into quarters and "Big Ideas" or themes to guide instruction at the school sites.
3. **District Curriculum Guides**- which describes each standard in detail and identifies critical vocabulary. This document also makes recommendations for instructional strategies or unit design.
4. **Sample Lesson Plans**- four sample lesson plans are provided for each of the Big Ideas identified in the District Level Curriculum Map.

As noted in last month's report these documents were created collaboratively by GDOE teachers and professional curriculum designers under the guidance of Drs. Michelle Douglas and Kristin Nason from the Cambium Learning Group.

Administrators will be trained on the implementation and use of these resources this month and follow-up training for teacher cadres will be provided during the second semester.

The development and implementation of these guiding documents are a big part of our efforts to fully implement the Common Core next school year.

A2.2. *Implement district-wide assessment processes to monitor student progress and implement intervention systems to support the range of students' abilities.*

SCHOOL ATTENDANCE OFFICERS

The following information provides a monthly breakdown of Truancy related activity. The statistics provided are from November 1, 2013-November 30, 2013

HIGH SCHOOLS: The total number of truancy referrals submitted for the High School is eleven (11); ten (10) Truancy Petitions were filed in the Family Court of Guam; and two (2) Truancy Violations were filed. Thirty-three (33) DAC Hearings were conducted.

MIDDLE SCHOOLS: The total number of truancy referrals submitted for the Middle Schools is four (4); three (3) Truancy Petitions were filed in the Family Court of Guam; and one (1) Truancy Violation was filed. Twenty-seven (27) DAC Hearing was conducted.

ELEMENTARY SCHOOLS: The total number of truancy referrals submitted for the Elementary Schools was seventeen (17); eight (8) Truancy Petitions were filed in the Family Court of Guam; and one (1) Truancy Violation was filed. Zero (0) DAC Hearings were conducted.

TOTAL NUMBER OF TRUANCY CASES TO DATE (August 2013-October 2013):

The total number of Truancy Referrals to date for SY 2013-2014= One hundred eleven (111); Truancy Petitions= seventy-two (72); Truancy Violations = eleven (11); and Total DACs = one hundred sixty (160).

TRUANCY PREVENTION RESOURCES, TRAINING AND ONGOING ACTIVITIES:

- On November 5, SAO's assisted with Power Announcement at PTC for Elementary Schools
- On November 6, SAO's assisted with Power Announcement at PTC for Middle Schools
- On November 7, SAO's assisted with Power Announcement at PTC for High Schools
- On November 11 & 12, SAO's assisted with DAT Training at JFK High School
- On November 16, 2013, SAO's presented at the FAST Workshop at OHS
- On November 19, 2013, SAO's attended Staff Development Training at the Castle in Mangilao
- On November 21, 2013, SCPM Training at the Hyatt Hotel

DISCIPLINE ADVISORY COUNCIL (DAC) CENTRAL OFFICE REP TRAINING:

The SAOs continue to provide central office personnel training to support DAC hearings throughout the district. To date, they have conducted fourteen scheduled trainings, however, only (13) people have completed the necessary requirements to function independently. Support is needed to encourage division leaders to identify and release their personnel for training. Currently the SAOs shoulder 95% of the responsibility to function in this capacity. This makes it difficult and challenging for them to fulfill their primary duties.

Training and review of current procedures governing DACs was conducted on December 11, 2013 for all central office representatives. Five (5) representatives completed the training.

SCHOOL ATTENDANCE OFFICER UPDATES:

School Attendance Officers will be assigned for SY 2013-2014 on Tuesdays and Thursdays to the Food Services Division in Piti to monitor and enforce the Truancy Statutes. In addition, SAO's will be disseminating Fliers and Notices to Parents on the Truancy Laws of Guam.

School Attendance Officers have currently included the Power Announcement Form in their Investigation Packets to ensure that all demographics and contacts numbers for all Habitual Truants are updated and inputted into the PowerSchool Power Announcement.

UPCOMING EVENTS:

School Attendance Officer's will be providing training for the all Disciplinary Advisory Council (DAC) Hearing Central Office Representatives that is scheduled for December 11, 2013 at the DOE Training Room from 8 am to 12 pm.

TRUANCY ISSUES AND CHALLENGES:

School Administrators are not fully in compliance with addressing and inputting the intervention process required on the Office Truancy Referral Form (OTRF). This will impact district-wide success in reducing truancy and the dropout rate.

RECLASSIFY SCHOOL ATTENDANCE OFFICER'S (SAOs):

The move to reclassify School Attendance Officers as a result of Public Law 30-167 is on hold due to funding limitations. Over the past years, SAOs have been tasked by the courts, to perform law enforcement functions, without the proper classification. Public Law 30-167 (passed in 2011) classifies SAOs as Special Deputy Marshalls. This law enforcement category authorizes them to perform duties and responsibilities as law enforcement, however, not for purposes of compensation.

GUAM COMPREHENSIVE STUDENT ASSESSMENT SYSTEM

- As noted earlier The Assessment Leadership Cadre participated in a workshop on the *Common Core for English Language Arts and Building Common Assessments* which took place on December 2-5, 2013 in Bellevue, Washington. This workshop covered implementation strategies for the Common Core English Language Arts Standards and the processes used to develop Common Formative Assessments. This team will be responsible for training the teacher cadres from the 11 participating pilot schools in the process to develop these classroom assessments.

- As a major part of our efforts to participate in the national assessments for the Common Core several of Guam DOE schools will be participating in an alternate assessment item tryout as a part of the National Center and State Collaborative (NCSC) consortium. NCSC is a project, funded by the United States Department of Education, Office of Special Education Programs and is led by five centers and 26 states to construct an alternate assessment based on alternate achievement standards (AA-AAS), aligned to the Common Core State Standards (CCSS), for students with the most significant cognitive disabilities in Grades 3-8 and 11. GDOE is a member of the Pacific Assessment Consortium (PAC6) which serves as one of the 26 NCSC states. The goal of the NCSC project is to ensure that students achieve increasingly higher academic outcomes and leave high school ready for post-secondary options.

- Though we are currently awaiting the Grant Award Notification for our FY'13 Consolidated Grant from the US Department of Education, the GDOE has requested approximately \$300K to fund our participation in the Smarter Balanced Assessment Consortium, one of the organizations of states developing the national assessments for the Common Core. Upon receipt of the GAN, C&I will begin the procurement process to establish our official relationship with the consortium. Though states are scheduled to implement the national assessments during SY2014-15, our proposed date for Guam's participation is SY2015-16.

- In addition to participation in the national assessments, funding has been requested for the AIMS web assessment system to be implemented as a screen for literacy and math in our K-8 schools. As part of our overall assessment system, these interim assessments will allow us to monitor student progress in reading and math and to provide interventions as needed throughout the school year.

SUPPLEMENTAL PROGRAMS AND INTERVENTIONS

▪ **Eskuelan Puengi (Night School)**

School project applications were sent out to the high schools to apply for their EP activity. The 1st draft of their application is due on December 17.

C&I Division is in the process of finalizing a Standard Operating Procedure (SOP) for Eskuelan Puengi. High school principals were given the opportunity to provide input on the SOP, the deadline for input from the high school administrators was December 6, 2013. The next step for review of the SOP is the Deputy Superintendents.

A request to set up accounts for the Eskuelan Puengi and high school Summer School was submitted to Business Office on Friday, December 6, 2013.

▪ **I-HELP (Middle School After-school Tutoring):**

Mini project applications and other forms for the I-HELP program were submitted to Federal Programs to be reviewed and finalized before dissemination to the secondary schools to apply for an after-school tutoring program at their school site.

▪ **Teacher Assistants/Tutors (TAs)**

Training for all Teacher Assistants (TAs) is scheduled for the December 26-27 & December 30-31. Participants will be trained on the Common Core, Classroom Instruction That Works, and additional strategies to support their work with students.

▪ **After School Program for Instructional Remediation & Enrichment (ASPIRE):**

The ASPIRE Guidelines are currently being revised to include the after-school classroom interventions and tutoring components. Regular correspondences between the ASPIRE Coordinators continue to address any issues. All activities in the ASPIRE program are meant to support student achievement of the Standards and College and Career Readiness Skills.

A2.3. Implement a student data collection framework for monitoring progress.

A3. All Guam Department of Education personnel will meet high standards for qualifications and on-going professional development and will be held accountable for all assigned responsibilities.

A3.1. Implement performance evaluation programs for all employees.

Merit Bonus. For FY13, to date there are 280 employees who have been identified by their supervisors as deserving of merit bonuses. The total funds required are \$467,133.91. The Department of Administration has been asked to provide the cash so that these bonuses can be paid out. Additionally, guidance has been requested from USEd to determine whether the merit bonuses are allowable expenses; if the bonuses are deemed unallowable, any payment will have to be made from local funds.

A3.2. Establish system-wide professional development programs based on results of student achievement and results of employee evaluations.

PROFESSIONAL DEVELOPMENT

A total of six (6) schools have or will be conducting their approved half-day Professional Development (PD) for the month of December 2013:

▶ J.M. Guerrero Elementary School	December 05, 2013
▶ Inarajan Middle School	December 06, 2013
▶ Oceanview Middle School	December 06, 2013
▶ L.P. Untalan Middle School	December 13, 2013
▶ Oceanview Middle School	December 16, 2013

- | | |
|--------------------------------|-------------------|
| ▶ Upi Elementary School | December 20, 2013 |
| ▶ Agueda Johnson Middle School | December 20, 2013 |

Topics to be discussed during the Staff Development:

- Address the recommendations from the Western Association of Schools and Colleges (WASC) Self Study Committee.
- Focus on the Accreditation Action Plan whereby the school organization will work on reporting the progress towards accomplishing their goals.
- Address the curriculum alignment, mapping, and best teaching practices in transition for the Common Core Standards implementation.
- School Consensus Mapping

DISTRICT DATA

The discipline rate from PULSE is 98.56% reportable data and the truancy rate from POWERSCHOOL is 62.93%. We are still using the POWERSCHOOL date for truancy until we have customized it to report truancy. Discipline and Truancy Team (DATeam) training was completed on November 12, 13, 2013 from 1:30pm-3:30pm at the JFKHS Library. The training focused on the registering new members for inputting and accessing PULSE and PowerSchool features to ensure accurate data for Discipline and Truancy. The attendance rate for the DATeam meetings for SY 13-14 are as follows:

- Elementary – 23%
- Secondary -- 34%

Going forward, SSSD will be conducting monthly training meetings by region; Haya and Kattan schools at SHS and Lagu/Luchan schools at JFK in effort to improve attendance.

The DAT will met on December 17 and 18, 2013, The memo, membership and meeting schedule can be viewed at:

<https://sites.google.com/a/gdoe.net/studentsupportservices/home/data-dictionary-committee>

The memo, membership guideline and training schedule can be viewed at: <https://sites.google.com/a/gdoe.net/studentsupportservices/home/data-dictionary-committee>

For SY 13-14, SSSD has proposed to use reporting processes available in PULSE for monthly Discipline and Truancy Report for the Superintendent. The proposed format has been forwarded to the Deputy Superintendent, ESCL for approval. SSSD continues to work aggressively with off-island vendor for PULSE in effort to calibrate PowerSchool data.

Professional Staff Development have been provided to various schools featuring the Student Conduct Procedural Manual. School Administrators were provided training on SOP 1200-018 at the Hyatt Hotel on November 21, 2013. Specific training on the proper use of Office, Discipline Referral form, the Office Truancy Referral Form, District Data Dictionary and District Discipline and Truancy protocols were addressed. Please see link below for a review of training products:

<https://sites.google.com/a/gdoe.net/studentsupportservices/home/sdpm-committee>

DSC2:

DSC2 met on 11/18/13. Present were: Chris Anderson, Fred Moser, Nicole P. Monforte, Sean Monforte, Darlene Castro, Renielle Ranan, Cora Elane, Gaylene Cruz

Items discussed:

- Discipline Integrity Rate was at 98.64%--directly attributed to Sean's daily monitoring and follow ups with schools;
- Board Policy 400 Series (400, 405, 410, 435 at GEB for 2nd reading on 26th)
- DATeam meetings by region to increase attendance.

Action Taken:

11/25/13 Memo from DSESCL to deputies went to move out of the 400 series and into the following series as indicated below:

- Board Policies 411 (Attendance & Grading), 421 (Prescription and Over the Counter Medication) to 300 series.
- Board Policy 470 (Volunteers in Education) to 800 series.
- Board Policy 465 (Gifts to Staff Members) to 900 series.

STUDENT SUPPORT SERVICES CONDUCTS PROFESSIONAL DEVELOPMENT

SSSD conducted its annual Professional Development day on November 19, 2013. 37 out of 48 personnel attended the event. Specific areas addressed were:

- Awards for employee performance were issued to employees in the following categories: Exemplary Performance, Outstanding Performance, and Significant Contribution,
- Each section in SSSD presented on their programs and specifically addressed how their activity supports the divisions goals/objectives,
- FY15 Budget Submission: Employees were asked to provide feedback on what to include in the SSSD budget.

The PPT used to guide the PD can be found at the following web address:

<https://sites.google.com/a/gdoe.net/studentsupportservices/home/training>

The SPAM Committee met three (3) times during the reporting period. They are finalizing the work done by each of the sub-committees. The group is 85% complete with the update of the document and should have a document ready for the Superintendent by January 31, 2014.

- A3.3. *Implement internal training programs for all personnel on requirements and expectations in policy, procedure and mandate both locally and federally.***

PRINCIPALS' MONTHLY MEETING

Monthly meeting for the month of December 2013 was held on December 04, 2013; 3:30 p.m. at the DOE Conference Room. Presenter: Christopher Anderson, Administrator of

Student Support Services, Julietta Quinene, R.N., CHNS Administrator, Neil Rocelle, PC IV FSAIS, and Joseph Sanchez, Deputy Superintendent of Curriculum & Instructional Improvement. Provided below Agenda items that was discussed during the meeting were:

- Board Policy 337/SOP 1200-020 "Health Requirements for Student"
- Power Announcement Update
- Distribution of School Crime Stopper's Banners
- Search and Seizure Training
- Power Announcement Update
- Gateway Projectors/Elmo's being delivered (2012-2013 CG Funds)
- Gateway Mobile Carts
- Carts ordered for excess "teacher laptops" using DOI funds. 17 carts ordered: more on the way
- Discussion about iPads/Tablets being used in schools
- Curriculum Matters

SCHOOL ADMINISTRATORS' MEETING CALENDAR – DECEMBER 2013

MEETING DATE	MEETING TYPE & TIME	LOCATION	TOPIC
December 4, 2013	Principal's Meeting 3:30p.m.-5:00p.m.	DOE Conference Room	Student Procedural Assistance Manual
December 18, 2013	Kattan (1:00p.m.) & Lagu (2:30p.m.)	Kattan-UMS Lagu-LES	Curriculum and Region Topics
December 19, 2013	Luchan&Haya (1:00p.m.)	OMS Library	Curriculum and Region Topics

ON-CALL SUBSTITUTE TRAINING:

The Division provided training for all on-call substitutes on November 21, 2013 from 9:00 a.m. to 11:00 a.m. at the Comprehensive Center for Student Success. The training is mandated by Public Law 30-54 for all substitutes hired by DOE. There were 17 participants who attended.

A monthly On- Call Substitute training is scheduled to be held every third Thursday of the month.

EQUAL EMPLOYMENT OPPORTUNITY TRAINING

Training for supervisors on the EEO law and related concerns will be held on December 23, 2013.

PROPERTY LIAISON OFFICER TRAINING

To prepare for the upcoming fixed asset inventory, Property Liaison Officers for each school and division will underwent training from December 2 to 16, 2013. The Fixed Asset Inventory is scheduled to kick off the first week in January 2014.

PROCUREMENT TRAINING

Four (4) procurement staff attended the GCC Procurement Training Module 1 which ended December 6, 2013. Upcoming training for the subsequent modules should be offered in January.

A4. All Guam Department of Education school facilities will meet high standards for health and safety and provide optimal conditions for learning objectives.

A meeting was held with Principals to review and prepare for school inspections by the Regulatory Agencies on November 20, 2013.

Principals submit a monthly report on PL 28-45.

A4.1. Monitor district data base of work orders and citations to ensure schools are appropriately maintained and are able to pass regulatory inspections.

Work Order Report

Simon Sanchez High School was inspected by Department of Public Health and Social Services on December 2, 2013. The school buildings received an A with 10 demerits and the school cafeteria received an A with 8 demerits. Inspections were also conducted by Guam Fire Department and Guam Environmental Protection Agency. The maintenance team has been addressing outstanding issues. Maintenance is also working with the Yigo Mayor to remove Simon Sanchez High School's debris from the temporary dumpsite.

Electrical work was performed at George Washington High School (GWHS) to address Guam Fire Department (GFD) concerns. Public Health is currently at GWHS and GFD is at Southern High.

Work over the Christmas Break will be targeted at the three (3) schools identified by Public Health in its pilot project to reevaluate and update how they conduct inspections of our schools. The three schools are George Washington High, Agueda Johnston Middle and MU Lujan Elementary.

Maintenance is working with our custodial contractors so that deep cleaning can occur over the Christmas Break. Discussions have been held with the contractors and the principals to ensure that the responsibilities of the contractor are understood.

A4.2. Assess school facilities and prioritize areas of concern in order to meet the mandates of PL 28-45.

AIR CONDITIONING UPDATE

Below is a summary of the air conditioning units installed from November 1 through December 3, 2013.

School	10 Ton	12.5 Ton	12K	15 Ton	24K	30K	36K	Grand Total
Agana Heights			4					4
Benavente			1			4		5
Chief Brodie							2	2
DL Perez						1		1
FBLG						2		2
Finegayan					5	3	4	12
GW						1		1
Inarajan Elementary							2	2
Inarajan Middle					2			2
JM Guerrero					4	1	1	6
JQSM						3		3
MA Ulloa						3		3
Merizo					3			3
MU Lujan					6			6
Sanchez	5	1		3	2	1		12
Talofofo					1		2	3
Wettengel						1		1
Grand Total	5	1	5	3	23	20	11	68

NATIONAL GUARD

The National Guard has confirmed they will assist with the demolition of two dilapidated temporary buildings at HS Truman Elementary School in December. They are also willing to assist with a project in June of next year.

CIP UPDATE

Attachment A4.2-3 is a status report of the CIP projects. The hardening of the safe rooms and Luis P. Untalan Middle School Renovation have begun. The Office of the Public Auditor held a hearing on the protest of the Southern High Fire Alarm; her opinion will be issued on or before January 2, 2014.

The Legislature passed Bill No. 209-32(COR) which extends the obligation deadline for the Adequate Education Trust. The bill was transmitted to the Governor on November 26, 2013.

A4.3. Review and update Board policies and procedures that relate to student health and safety.

BOARD POLICIES / STANDARD OPERATING PROCEDURES

The GEB committee on Health and Safety and the DSC2 met in a work session on September 19, 2013 to address the following BPs: BP 400/BP 405/BP 407/BP 435

BPs 400/ 407/410 & 435 were approved to go before the GEB General Membership meeting for first reading. BP 405 was tabled for further discussion. Mr. Mead requested that administrators provide their feedback. A work session with elementary, middle, and high

school administrators was conducted on October 9, 2013. The results of the sessions were forwarded to the DSESCL.

SOP 1200-017 (Amendment): This document is still pending approval. The amendment clarifies that SAOs are authorized to use assigned equipment on school campuses if students or school personnel are in immediate danger.

SCHOOL GUIDANCE COUNSELOR/SECTION 504 COORDINATOR/PSYCHOLOGICAL SERVICE

This District Psychologist is still pending guidance from Legal Counsel as to the legality of conducting any assessment with children as per PL 31-202. There is also a need to ensure that the 504 Section manual complies with all these legal requirements. At last count there were 31 students that schools reported as being 504 eligible. This still has to be verified. The 504 Assistant Coordinator has been visiting schools and copying Section 504 documentation for central data files. All procedures and Forms need to be completed and filed otherwise they are not 504 eligible. During this reporting period, three (3) schools have been completed. The Coordinator and Assistant will be meeting with school personnel at faculty meetings or other opportunities throughout the year to explain the intent of Section 504 and the SOP entitled 1200-014 Behavioral Observations. To date, one training at AIJMS .

The November 2013 SGC PD was conducted on November 27, 2013 at the CCSA bldg. in Mangilao. There were 32 counselors in attendance. The main topic of discussion was on the causes of suicide. The December PD will be primarily on "Art Therapy". Dr. Diaz from DLPES will do the training.

On November 15, 2013, the Guam Behavioral Health and Wellness Center (GBHWC) conducted a one day Connect Suicide Postvention curriculum training. The intent of the training is to improve skills of DOE and other government personnel in addressing suicide prevention, intervention, and postvention. There were 20 DOE personnel who attended.

Student Support Services continues to assist counselors in the district-wide adoption of the Guam Comprehensive School Counselor Program K-12, which is still under review. A committee of five counselors are working on a two day conference scheduled for February 4-5, 2013.

SCHOOL HEALTH COUNSELOR (SHCs) & PRACTICAL LICENSED PRACTICAL NURSES (LPN)

STAFFING NEEDS:

Personnel: J. Quinene, CH& NSA on leave from 12/10/13 until 01/10/2014. Corman Smau from CLTES is Acting, CH&NSA. Currently have both SHC and LPN of DLPES on extended sick leave. SHCs of Lagu district are doing dual coverage. SHC of Merizo ES on sick leave for the month of December, Haya SHCs covering.

Medical Director: This contractual service would entail overseeing SHC policies and procedures at the schools and signing standing orders to administer medications and perform certain medical procedures. Services may cost \$150 per hour. With an approximation of 6 hours per month it is **projected to cost DOE \$ 8,100** per year. This cost was approved by the Deputy Superintendent, ESCL under the Healthy Future Fund Budget – Health and PE.

Medical Advisory 004:

Was issued on April 16, 2013 by the Director of Department of Public Health & Social Services (DPHSS). **DPHSS suspends ALL routine TB skin testing** to students and employees due to National PPD solution shortage. As of today November 18, 2013 there is still a national shortage.

Guam Code Annotated Title 10, (P.L. 26-152) Section 3329 (a) **Testing for Tuberculosis (TB)** superseded the Medical Advisory and all incoming students are required to have a TB skin test result on file.

Board Policy 337 Health requirements

TB requirements for incoming sixth and ninth grade students were temporary suspended by the GEB until January 2014. DPHSS – TB Program still confirms a national shortage.

TB Work Session

A TB work session was scheduled for December 13, 2013 with DOE stakeholders and DPHSS Director, James Gillan at the Superintendent's office.

PROFESSIONAL DEVELOPMENT:

- Table Top exercise with Guam International Airport Authority was conducted on December 4, 2013.

Worksite Wellness Program

SSSD is currently piloting the program and we have 12 members participating in the WWP activities from 4-5pm on Tuesdays, Wednesdays and Fridays. Participating employees are from SSSD, Human Resources, and Food Program. Would like to encourage ALL of DOE to participate in the island wide GovGuam WWP.

Community Health & Nursing Services Administrator completed and submitted a project application for CG13. *Prugraman Manhomlu – Keeping children healthy, safe and ready to learn.* The objectives of *Prugraman Manhomlu*:

- To improve school health services to secondary and selected elementary schools
- To promote healthy lifestyles and reduce overweight and obesity rates amongst secondary and selected elementary students using evidence based practices
- To increase the number of CPR and First Aid certified staff at school to promote student health and safety

HEALTHY FUTURE FUND (HFF)

\$279,754.00 for Health and Physical Education Activities was appropriated by legislation for Fiscal Year 2014.

A4.4. Implement and maintain programs that promote safe and healthy school environments.

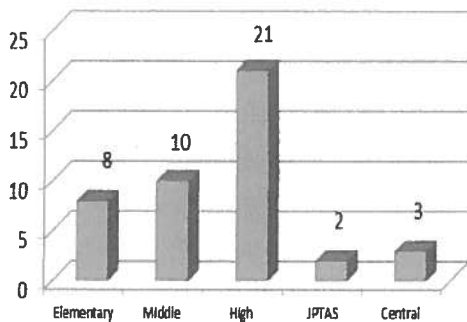
SCHOOL BREAK-INS School Year 2013-2014

There were no break-ins for the month of November 2013. All information reported during November regularly scheduled meeting holds true.

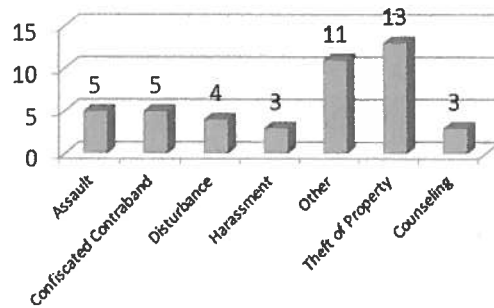
POLICE BLOTTER

A review of the police reporting for the month of November shows that of the forty-four reports made to the Guam Police Department, thirty-three (75%) have come from our secondary schools (both middle and high school combined inclusive of JPTAS). The top three reported incidents were: Theft of Property (13 reports), Confiscated Contraband (5 reports) and Assault (5 reports). Please note the five incidents in the Other category reported in November included 2 reports each of Aggravated Assault, Police Services, Burglary and Criminal Mischief and 1 report each of Damaged Property, PINS and Child Abuse.

Police Blotter for GDOE
November 2013



Police Blotter for GDOE
November 2013



SAFETY ADMINISTRATOR'S OFFICE

- A Safe School Planning Team meeting was held on December 12, 2013 for Active Shooter training initiatives with DOE, GPD and Judiciary to standardize all training, develop MOAs and begin school site threat assessments.
- School site maps and security issues will be completed by today, Friday, December 13, 2013 for submission to GSA for Security IFB.
- Conducted school site visits at (9) schools before assigned to SSHS.
- Assisted the team with the SSHS GFD violations, subsequent inspections and timeline report for mitigation.
- Active Shooter training begins of Dec. 23. with two 4 hour sessions a day. December 23, 26, 27 & 30, 2013.

- A5. *All Guam Department of Education operations will maximize the critical uses of limited resources and meet high standards of accountability.***

NEW HIRE REPORT

For the period of November 15 to December 10, 2013, 15 federally funded positions were filled consisting of 9 one to one aides, 3 substitute teachers, 2 social worker IIs and 1 program coordinator I. During the same period, 12 locally funded positions were filled consisting of 10 substitute teachers, 1 high school teacher and 1 school aide III. See **Attachment A5.1** for details.

THIRD PARTY FIDUCIARY AGENT

Work on the quarterly update of the CCAP should be completed this month and will be included in next month's report. The TPFA update for December will not be ready until after the December Board packets are distributed; the December report will also be included in next month's report. Work on finalizing the SOPs is ongoing; we hope to have a substantial amount done before the end of the year.

FY13 FINANCIAL STATUS

A meeting was held on December 10 with Department of Administration to reconcile cash provided. However, there is a \$7 million gap between what DOA has charged against GDOE's accounts and what GDOE has been able to verify as cash received or noncash offsets. A follow up meeting is scheduled for the week of December 16. A follow-up letter was sent on November 29 to Bureau of Budget and Management Research asking for additional reserve release; no response has been received to date.

FY14 FINANCIAL STATUS

Attachment A5.2 is the financial report for the month ended November 30, 2013. BBMR has placed a 10% reserve on local appropriations. Amounts to the Charter School are being deappropriated from our accounts as payments are made to them. Additionally, \$250,000 has been transferred from our accounts for the Tropical Storm/Typhoon emergency; we have requested that BBMR reinstate this amount.

At the November 21, 2013 meeting with the Lt. Governor, we received assurances that DOA would, at a minimum, transfer cash to cover gross payroll within the time required by law. Because DOA has not provided cash in a timely manner for payroll vendors, approximately \$63,000 in penalties and interest have been assessed by Retirement Fund. Funding for operational costs has been inconsistent making it difficult to timely pay vendors resulting in suspension of services.

FY15 BUDGET

The budget documents from the schools and divisions are being compiled by the Budget Office so that they can be reviewed by the Deputies and Superintendent. A work session with the Board will be scheduled during the week of January 13, 2014. A copy of the updated schedule is attached, **Attachment A5.3**.

PROCUREMENT UPDATE

Please find **Attachment A5.4** for the procurement update for projects related to Federal Grants and **Attachment A5.5** for the procurement update of locally funded projects.

IFB 005-2014 for the replacement of Air Conditioning Ducts at various schools is due on December 12, 2013. Proposals for RFP 007-2013, Security Systems have been submitted and an evaluation team will be reviewing the proposals.

The OPA held the hearing on the Southern High Fire Alarm and Sprinkler System appeal; her decision is due on or before January 2. The hearing on the merits of the ERATE Wide Area Network appeal is scheduled for December 20.

FOOD SERVICE UPDATE

Attached is a summary of the meals served for the months of August through October 2013. Average Daily Participation (ADP) is calculated based on enrollment at September 30, 2013, **Attachment A5.6**.

Participation at the nine (9) Provision 2 schools is higher than participation overall. Participation at the six (6) schools with GDOE operated cafeterias is higher compared to the schools with Sodexo operated cafeterias; however, GDOE has a higher percentage of Provision 2 schools and elementary schools which generally have better participation rates. About 20% more students eat lunch than eat breakfast.

A5.1. Utilize technology to maximize accountability, communications and operational effectiveness.

SPECIAL PROJECTS/WEBMASTER

- Power Announcement: FSAIS and SSSD met with Alert Solutions via Go TO Mtg on December 11, 2013. Alert Solutions indicated that they have completely resolved the time zone conversion challenges with Power Announcement and are ready to launch. We indicated that DOE wanted to test one school (MUES) on Friday, December 13, 2013 and then based on the success, launch the remaining nine (9) the following Monday or shortly thereafter. We confirmed the alert schedule being as follows: **Elementary: 8:30am (AM broadcast); 2:30pm (PM broadcast); Secondary: 8:45am (AM broadcast); 4pm (PM broadcast)**

GDOE SMS MASS ALERT

GDOE has started using the SMS Mass Alert System made available by Pacific Daily News. Below is a breakdown of membership for each category as of December 12, 2103.

SMS Alert Type	Subscribers as of 9/17/13	Subscribers as of 10/22/13	Subscribers as of 11/20/13	Subscribers as of 12/12/13
GDOE Announcements	722	1323	1442	1475
GDOE Emergencies	772	1400	1514	1547
GDOE Reminders	686	1181	1287	1319
GDOE School Closures	753	1418	1539	1579

PROJECT MA'LAK – FMIS UPDATE

Work on the various personnel forms continues; we hope to have functional forms by the new year. The fixed assets have been transferred from the TPFA system to GDOE's; verification of the items is underway. Payroll has started prepping for W-2 processing; we hope to issue W-2s in mid-January. Procurement took refresher trainings on the

procurement related modules. See **Attachment A5.1-1** for additional details.

DIRECT DEPOSIT UPDATE

Of the 3,891 GDOE staff and 9 board members, 2,156 or 55.28% have signed up for direct deposit. See **Attachment A5.1-2** for a breakdown by location. We continue to work with Department of Administration to ensure we have sufficient cash to enable us to transfer funds for direct deposits so employees can receive the deposit on the Friday payday.

- A5.2. Regularly survey stakeholders to identify areas that should be targeted for improvement and implement strategies to address those areas.**

SPEAK UP SURVEY

GDOE stakeholders are encouraged to participate in the national Speak Up Survey that is designed to obtain views about the role of technology in preparing students for jobs and careers of the 21st Century. Survey will close on December 20, 2013. The GDOE stakeholder responses are available for our use. The survey link is:
<http://www.speakup4schools.org/Speakup2013/>.

GDOE LOCAL SCHOOL WELLNESS POLICY REVIEW

The Food Services Division will be holding a stakeholder meeting on December 18, 2013 to review and recommend updates to policies that include nutrition, nutrition education, physical education and physical activity. US Public Law 111-296 and Guam Public Law 28-87 requires the establishment of a "Local Wellness Policy" that incorporates USDA Dietary Guidelines and guidelines set by US DHHS Centers for Disease Control.

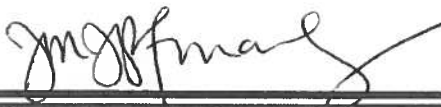
- A5.3. Implement conservation measures for each school and district offices and actively review alternative processes that maximize the use of resources.**

TEXTBOOK

The Office of Curriculum & Instructional Improvement will be making school visits over the next two months to reconcile and validate textbook inventories recently turned-in by GDOE schools. Schools will be selected at random. Planning is in progress and details and coordination will follow.

On December 11, 2013, to address serious concerns regarding new and unused textbooks being stored and surveyed, the DSC&I issued written guidance on the storage and usage of both Board-Adopted and out-of-adoption textbooks. The attached was disseminated to all school principal, assistant principals and school-level textbook coordinators. The intent of the guidance was to ensure that all schools were maximizing the instructional resources available to them.

- A5.4. Identify benchmarks to measure efficiencies and determine appropriate staffing levels.**



A4.2.1

PROJECT - CIP	AMOUNT	CONTRACTOR
Southern High School Fine Arts Auditorium:		
IFB 008-2012 (20120556)	\$ 3,944,733.63	BME
Procurement Advertisements	\$ 544.75	PDN/Variety
Status:		
• Multi-Step Bids were received on 12/22/11		
• Letter of Intent to Award was issued on 5/8/12		
• Contract to: Contractor on 6/1/12; AG on 6/12/12; Governor on 7/10/12; executed on 7/12/12; NTP 9/20/12; Estimated Completion 8/9/2013 from 5/22/13; Occupancy permit 8/9/13; Percent Complete 100%;		
• Original Contract \$3,677,568, Change Orders CO 01 \$22,363.83, CO 02 \$86,980.99, CO 03 \$2,264.42. CO 04 \$152,866.34, CO 05 \$2,690.05		
• IFB 008-2012 Change Order 1 - Insurance, 2 - Replace missing wire, chilled water pipe & time extension, 3 - Ceramic tile to replace lobby carpet, 4 - Paint, stage railing, stage locking mechanism, 5 - Replace gutter & time extension		
Total - Southern High School Fine Arts Auditorium:	\$ 3,945,278.38	
Southern High School Gymnasium Renovation:		
IFB 007-012 (20120579)	\$ 3,275,959.31	BME
Procurement Advertisements	\$ 544.75	PDN/Variety
Status:		
• Multi-Step Bids were received on 4/27/12		
• Letter of Intent to Award was issued on 5/8/12		
• Contract to: Contractor on 7/30/12; AG on 8/10/12; Governor on 8/24/12; executed on 8/30/12; NTP 9/20/12; Estimated Completion 10/24/13 from 5/22/13; Occupancy Permit 8/9/13; Percent Complete 98%		
• Original Contract \$2,900,000, Change Orders CO 01 \$15,699.88, CO 02 \$83,382.59, CO 03 \$156,897.09, CO 04 \$105,219.90, CO 05 \$14,759.85		
• IFB 007-2012 Change Order 1 - Insurance, 2 - Remove/replace gym flooring & time extension, 3 - Paint exterior, replace elevator, 4 - Scoreboard & controller, lockers & benches, paint gym lower roof & time extension, 5 - Paint gym concrete floor		
• Outstanding items include elevator, scoreboard & controller, and lockers		
Total - Southern High School Gymnasium Renovation:	\$ 3,276,504.06	
Structural Repairs and Roof Coatings - Phase 1 (22 schools):		
Procurement Advertisements	\$ 441.10	PDN/Variety
IFB 035-2011 (20130024)	\$ 2,031,781.89	J&B Modern Tech
IFB 036-2011 (20130025)	\$ 1,864,606.49	Mega United
IFB 037-2011 (20130023)	\$ 1,961,747.20	J&B Modern Tech
IFB 038-2011 (20120578)	\$ 1,546,657.63	Bascon Corp.
IFB 039-2011 (20130022)	\$ 1,863,737.21	Mega United
Status:		
• Bids were opened the week of 10/3/11 - 10/7/11		

GDOE CiP - Adequate Education Trust Account (fka ARRA SFSF)
As of November 30, 2013
and USDOE-Approved Reprogramming Request (12-15-2013)

PROJECT - CIP	AMOUNT	CONTRACTOR
• All apparent low bids were reviewed and found to be responsive and acceptable		
• Bid Protests were received for IFBs 035 and 036-2011; GDOE issued response to Contractor on 4/3/12; Contractor filed an Appeal with OPA on 4/13/12; OPA Decision was issued on 7/18/12 (Contractor Appeal was denied)		
• Contract for IFB 035-2011 to: Contractor on 8/8/12; AG on 9/13/12; Governor on 9/28/12, executed on 9/29/12; NTP 10/22/12; Estimated Completion 9/15/13 from 3/31/13		
• IFB 035-2011 Percent Complete: 100% (Astumbo Elementary, Finegayan, Ulloa, Machananao, Benavente, Wettengel)		
• Original Contract IFB 035-2011 \$1,343,630, Change Orders CO 01 \$25,345.01, CO 02 \$103,366.17, CO 03 \$36,554.41, CO 04 \$35,548.62, CO 05 \$70,866.04, CO 06 \$17,542.99, CO 07 \$387,640.65		
• IFB 035-2011 Change Order 1 - Insurance, 2 - Concrete pads for Acs /Condensers & electrical conduit saddles & time extension, 3 - Remove/replace Acs, disconnect & pull boxes on roof & time extension, 4 - Install electrical conduit saddles, 5 - Concrete pads for ACs, conduit saddles, remove & replace 5' edge on butler roofs, & time extension, 6 - Metal walkway repair, 7 - Roof exhausts, crack repair & time extension		
• Contract for IFB 036-2011 to: Contractor on 8/8/12; AG on 8/14/12; Governor on 8/22/12; executed on 8/24/12; NTP 12/17/12; Estimated Completion 8/23/13 from 5/26/13		
• IFB 036-2011 Percent Complete: 100% (DLPerez, FBLeon Guerrero, JMGuerrero, Sanchez)		
• Original Contract IFB 036-2011 \$1,198,982 Change Orders, CO 01 \$24,166, CO 02 \$123,374, CO3 \$175,810		
• IFB 036-2011 Change Order 1 - Insurance, 2 - Expansion of scope to cover additional roofs at various schools & time extension, 3 - Repair / replace metal walkways, repair cafeteria skylights		
• Bid Protests were received for IFBs 037, 038 and 039-2011; Stay of Procurement was issued on 12/14/11; Pre-Hearing Conference was held at the OPA on 2/3/12; Formal Hearing was held on 2/21/12; OPA Decision was issued on 3/29/12 (Contractor Appeal was denied)		
• Letter of Intent to Award was issued on 5/11/12 for IFB 037-2011; Letter of Intent to Award was issued on 5/17/12 for IFBs 038 & 039-2011		
• Contract for IFB 037-2011 to: Contractor on 6/21/12; AG on 9/13/12; Governor on 9/28/12; executed 9/29/12; NTP 10/22/12; Estimated Completion 9/15/13 from 3/31/13		
• IFB 037-2011 Percent Complete: 100% (Carbullido, GW, Price, Untalan)		
• Original Contract IFB 037-2011 \$1,416,687.00, Change Orders CO 01 \$126,881.46, CO 02 \$33,171.15, CO 03 \$17,230.35. CO 04 \$367,777.24		

PROJECT - CIP	AMOUNT	CONTRACTOR
<ul style="list-style-type: none"> IFB 037-2012 Change Order 1 - Insurance, concrete pedestals for Acs, electrical conduit saddles & time extension, 2 - Electrical conduit saddles, seismic flashing joint, GW conduit replacement & time extension , 3 - HBPEs AC Concrete pad, additional crack repair & time extension, 4 - Additional crack repair & time extension 		
<ul style="list-style-type: none"> Contract for IFB 038-2011 to: Contractor on 6/22/12; AG on 7/16/12; Governor on 8/1/12; executed on 8/2/12; NTP 10/8/12; Estimated Completion 9/19/13 from 4/16/13 		
<ul style="list-style-type: none"> IFB 038-2011 Percent Complete: 100% (Agueda, Agana Heights, CLTaitano, Rios) 		
<ul style="list-style-type: none"> Original Contract IFB 038-2011 \$995,400, Change Orders CO 01 \$7,635.22, CO 02 \$32,291.25, CO 03 \$192,340 CO 04 \$29,076, CO 05 \$5,019, CO 06 \$153,120.16, CO 07 \$86,776, CO 08 \$80,343.68, CO 09 \$45,000 		
<ul style="list-style-type: none"> IFB 038-2012 Change Order 1 - Insurance, 2 - Electrical conduit saddles, AJMS replace roof vent/exhaust & time extension, 3 - Concrete pedestals for ACs, crack repair, 4 - AHES replace gutter & time extension, 5 - Replace existing electrical boxes, 6 - Repair metal roofs & time extension, 7 - AJMS Cafeteria Roof & extension, 8 AJMS bldg A roof, CLTES main walkway, AHES bldg 3&4, 9 - AHES Concrete spall repair & time extension 		
<ul style="list-style-type: none"> Contract for IFB 039-2011 to: Contractor on 6/22/12; AG on 7/16/12; Governor on 8/1/12; executed on 8/2/12; NTP 9/5/12; Estimated Completion 5/14/13 from 2/13/13 		
<ul style="list-style-type: none"> IFB 039-2011 Percent Complete: 100% (Truman, JPTorres, Oceanview, Inarajan Middle) 		
<ul style="list-style-type: none"> Original Contract IFB 039-2011 \$1,407,238, Change Orders CO 01 \$21,100, CO 02 \$60,805, CO 03 \$311,288, CO 04 \$39,042.66 		
<ul style="list-style-type: none"> IFB 039-2012 Change Order 1 - Insurance, 2 - IMS gym roof, JPT metal roofs & gutters with time extension, 3 - Additional work, 4 - Material increase due to delay in bid award 		
Structural Repairs and Roof Coatings - Phase 2 (12 schools):		
IFB 023-2012 (20130077)	\$ 1,347,588.75	Mega United
IFB 024-2012 (20130078)	\$ 767,255.88	ProPacific
IFB 025-2012 (20130076)	\$ 1,784,798.26	Bascon Corp.
Status:		
<ul style="list-style-type: none"> Bids were opened on 6/13-15/12 		
<ul style="list-style-type: none"> Letter of Intent to Award was issued on 7/12/12 		
<ul style="list-style-type: none"> Contract for IFB 023-2012 to: Contractor on 8/27/12; AG on 9/10/12; to Governor on 9/24/12; executed on 9/28/12; NTP on 3/16/13; Estimated Completion 9/24/13 from 8/25/13 		
<ul style="list-style-type: none"> IFB 023-2012 Percent Complete: 100% (Upi ES, Brodie ES, Tamuning ES, LBJ ES) 		
<ul style="list-style-type: none"> Original Contract IFB 023-2012 \$929,800 Change Orders CO 01 \$5,940, CO 02 \$62,360, CO 03 \$161,548.75, CO 04 \$157,680.00 		

GDOE CIP - Adequate Education Trust Account (fka ARRA SFSF)
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PROJECT - CIP	AMOUNT	CONTRACTOR
• IFB 023-2012 Change Order 1 - UES Cover abandoned AC openings, repair vent covers, 2 - Replace roff drains & flashing, 3 - Concrete pads, conduit saddles, additional crack repair, 4 Additional crack repair		
• Contract for IFB 024-2012 to: Contractor on 8/27/12; AG on 9/13/12; Governor on 9/28/12, executed on 9/29/12; NTP 11/5/12; Estimated Completion 7/31/13 from 4/14/13		
• IFB 024-2012 Percent Complete: 100% (OCP ES, San Miguel ES, PCLujan ES)		
• Original Contract IFB 024-2012 \$598,490.45 Change Orders CO 01 \$63,245.13, CO 02 \$80,483.04, CO 03 \$25,037.26		
• IFB 024-2012 Change Order 1 - OCPES Additional Work, 2 - Additional work & time extension, 3 - New downspouts, remove / replace AC drain pipe & time extension		
• Contract for IFB 025-2012 to: Contractor on 8/27/12; AG on 9/13/12; Governor on 9/28/12, executed on 9/29/12; NTP 11/5/12; Estimated Completion 9/10/13 from 4/14/13		
• IFB 025-2012 Percent Complete: 100% (IES, MSablan, Merizo, MULujan, Talofofa)		
• Original Contract IFB 025-2012 \$1,152,364 Change Orders CO 01 \$71,520, CO 02 \$37,350, CO 03 \$61,585.55, CO 04 \$7,949, CO 05 \$153,760.50, CO 06 \$98,351, CO 07 \$170,018.21, CO 08 \$31,900		
• IFB 025-2012 Change Order 1 - Concrete pads for ACs/Condensers & time extension, 2 - IES additional work & time extension, 3 - Electrical conduit saddles & time extension, 4 - Remove/replace electrical boxes on the roof, 5 - Additional crack repairs, 6 - Repair corrugated metal roofs & downspouts, IES additional crack repair, & time extension, 7 - MSES Repair corrugated roofs & downspouts, 8 - MSES replace metal roofs, downspouts, gutters & time extension		
Total - Structural Repairs & Roof Coatings:	\$ 13,168,614.41	
Fire Alarm and PA Repair/Installation & Electrical MDP Upgrades - Phase 1 (26 schools), Upgrade Electrical Systems in S		
IFB 001-2012 (20120230)	\$ 657,374.79	Kinden
IFB 002-2012 (20120231)	\$ 704,601.52	Orion
IFB 003-2012 (20120232)	\$ 311,681.97	PolyPhase
IFB 004-2012 (20120233)	\$ 1,041,636.60	Orion
IFB 005-2012 (20120234)	\$ 888,418.22	Orion
IFB 006-2012 (20120286)	\$ 999,519.71	dck Pacific
Procurement Advertisements	\$ 130.00	PDN/Variety
• Bids were opened on 11/29/11		
• Contract for IFB 001-2012 to: AG on 4/24/12; Governor on 5/8/12; executed on 5/21/12; NTP 8/31/12; Estimated Completion 9/30/13 from 2/28/13		
• IFB 001-2012 Percent Complete: Alarm 100% Electrical 100% (Wettingel ES, Benavente MS, Ulloa ES, Finegayan ES)		

GDOE CIP - Adequate Education Trust Account (fka ARKA SFSF)
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PROJECT - CIP	AMOUNT	CONTRACTOR
<ul style="list-style-type: none"> • Original Contract IFB 001-2012 \$485,647.98, Change Orders CO 01 \$7,475.35, CO 02 \$7,830.50, CO 03 \$4,500, CO 04 \$32,923.30, CO 05 \$19,770.06, CO 06 \$81,456.71, CO 07 \$350.00 		
<ul style="list-style-type: none"> • IFB 001-2012 Change Order 1 - Insurance, 2 - Wall Penetrations & time extension, 3 - FES Upgrading Electric Handhold at Roof Deck & time extension, 4 - Additional devices as required by GFD & time extension, 5 - Server Room Electrical Upgrade, 6 - Additional devices & time extension, 7 - WES Test ANSUL & relocate pull station 		
<ul style="list-style-type: none"> • Contract for IFB 002-2012 to: AG on 4/27/12; Governor on 5/24/12; Executed on 5/31/12; NTP 8/30/12; Estimated Completion 9/11/13 from 2/7/13 		
<ul style="list-style-type: none"> • IFB 002-2012 Percent Complete: 100% (DLPerez ES, FBLeon Guerrero MS, Sanchez HS, JMGuerrero ES) 		
<ul style="list-style-type: none"> • Contract IFB 002-2012 \$435,678, Change Orders CO 01 \$7,690, CO 02 \$46,433.20, CO 03 \$94,071.26 CO 04 \$102,003.54, CO 05 \$18,752.52 		
<ul style="list-style-type: none"> • IFB 002-2012 Change Order 1 - Insurance, 2 - Additional devices as required by GFD & time extension, 3 - Additional devices as required by GFD & time extension, 4 - Server room panels and outlets & time extension, 5 - Additional devices as required by GFD & time extension 		
<ul style="list-style-type: none"> • Contract for IFB 003-2012 to: AG on 4/27/12; Governor on 5/24/12; executed on 5/31/12; NTP 9/14/12; Estimated Completion 8/16/13 from 2/24/13 		
<ul style="list-style-type: none"> • IFB 003-2012 Percent Complete: 100% (Tamuning, LBJ, Brodie) 		
<ul style="list-style-type: none"> • Original Contract IFB 003-2012 \$243,100, Change Orders CO 01 \$6,852.19, CO 02 \$33,381.30, CO 03 \$24,436.76, CO 04 \$3,911.72, CO 05 \$0 		
<ul style="list-style-type: none"> • IFB 003-2012 Change Order 1 - Insurance, 2 - Wall Penetrations, additional devices as required by GFD, 3 - Relocation of panels, new outlets & time extension, 4 - Additional outlets & time extension, 5 - Time extension 		
<ul style="list-style-type: none"> • Contract for IFB 004-2012 to: AG on 4/23/12; Governor on 5/8/12; executed on 5/17/12; NTP 9/20/12; Estimated Completion 10/26/13 from 3/3/13 		
<ul style="list-style-type: none"> • IFB 004-2012 Percent Complete: 99% (JQSan Miguel Alarm 100% Electrical 95%, Carbuillido Alarm 100% Electrical 100%, PCLujan Alarm 100% Electrical 100%, Price Alarm 100% Electrical 95%, Untalan Alarm 100% Electrical 100%, GW Alarm 99% Electrical 100%) 		
<ul style="list-style-type: none"> • Original Contract IFB 004-2012 \$740,838, Change Orders CO 01 \$9,009, CO 02 \$22,500, CO 03 \$65,482.37, CO 04 \$12,592.87, CO 05 \$14,172.93, CO 06 \$90,410.56, CO 07 \$14,527.92, CO 08 \$14,962.76 		
<ul style="list-style-type: none"> • IFB 004-2012 Change Order 1 - Insurance, 2 - UMS replace stolen copper wire, 3 - UMS FA for gym & time extension, 4 - Additional devices required by GFD & time extension, 5 - Elevator interface with alarm, 6 - Server room panels & outlets with time extention, 7 - Additional devices per GFD & time extension, 8 UMS additional devices per GFD, GW Ansul system test & time extension 		

PROJECT - CIP	AMOUNT	CONTRACTOR
<ul style="list-style-type: none"> Contract for IFB 005-2012 to: AG on 4/27/12; Governor on 5/24/12; executed on 5/31/12; NTP 11/5/12; Estimated Completion 10/1/13 from 4/14/13 		
<ul style="list-style-type: none"> IFB 005-2012 Percent Complete: 100% (Agueda MS, OCP ES, CLTaitano ES, Agana Heights ES, JRios MS) 		
<ul style="list-style-type: none"> Original Contract IFB 005-2012 \$697,105, Change Orders CO 01 \$8,496 CO 02 \$7,767.20, CO 03 \$9,098.37, CO 04 \$82,443, CO 05 \$66,504.13, CO 06 \$11,704 CO 07 \$675 		
<ul style="list-style-type: none"> IFB 005-2012 Change Order 1 - Insurance, 2 - Switchboard & time extension, 3 - Additional devices as required by GFD, 4 - Server room outlets & panels with time extension, 5 - JRMS Additional devices & time extension, 6 - JRMS Sprinkler repair, 7 - AJMS & JRMS Test Ansul & relocate switch 		
<ul style="list-style-type: none"> Contract for IFB 006-2012 to: AG on 5/29/12; Governor on 6/19/12; executed on 7/10/12; NTP 8/20/12; Estimated Completion 8/30/13 from 1/27/13 		
<ul style="list-style-type: none"> IFB 006-2012 Percent Complete: 100% (Oceanview MS, JPTorres AS, Truman ES, Inarajan MS) 		
<ul style="list-style-type: none"> Original Contract IFB 006-2012 \$764,826, Change Orders CO 01 \$59,589.23, CO 02 \$26,851.07, CO 03 \$8,465.75, CO 04 \$31,987.38, CO 05 \$68,733.82, CO 06 \$39,066.46 		
<ul style="list-style-type: none"> IFB 006-2012 Change Order 1 - OMS Gym FA, 2 - Wall penetrations, 3 - Correction of existing conditions & time extension, 4 - Additional devices as required by GFD & time extension, 5 - Server room panel & outlets, 6 - IMS Additional devices & time extension 		
Fire Alarm and PA Repair/Installation & Electrical MDP Upgrades - Phase 2 (8 schools), Upgrade Electrical Systems in Se		
IFB 021-2012 (20130029)	\$ 343,930.04	PolyPhase
IFB 022-2012 (20130028)	\$ 747,351.47	G4S
Status:		
<ul style="list-style-type: none"> Bids were opened on 6/13-14/12 		
<ul style="list-style-type: none"> Letter of Intent to Award was issued on 7/12/12 		
<ul style="list-style-type: none"> Contract for IFB 021-2012 to: Contractor on 8/27/12; AG on 8/30/12; Governor on 9/13/12; executed on 9/18/12; NTP on 11/13/12; Estimated Completion 9/19/13 from 4/22/13 		
<ul style="list-style-type: none"> IFB 021-2012 Percent Complete: 100% (Astumbo ES, Machananao ES, Upi ES) 		
<ul style="list-style-type: none"> Original Contract IFB 021-2012 \$267,970, Change Orders CO 01 \$9,878.63, CO 02 \$3,416.74, CO 03 \$30,685.15 CO 04 \$4,047.47, CO 5 \$773.08, CO 6 \$1,820.98, CO 07 \$23,686.75 		
<ul style="list-style-type: none"> IFB 021-2012 Change Order 1 - Additional devices as required by GFD, 2 - Additional devices as required by GFD & time extension, 3 - Server room panels & outlets 4 - Additional devices as required by GFD, 5 - Reduce wiring, add grounding & time extension, 6 - Additional devices, 7 - Additional devices, repair sprinklers, test Ansul & relocate pull station, and time extension 		

PROJECT - CIP	AMOUNT	CONTRACTOR
<ul style="list-style-type: none"> Contract for IFB 022-2012 to: Contractor on 8/27/12; AG on 8/30/12; Governor on 9/13/12; executed on 9/18/12; NTP on 2/5/13; Estimated Completion 9/13/13 from 7/15/13 		
<ul style="list-style-type: none"> IFB 022-2012 Percent Complete: 51%(MSablan ES Alarm 95% Electrical 0%, MULujan ES Alarm 95% Electrical 20%, Talofof ES Alarm 99% Electrical 10%, Inarajan ES Alarm 95% Electrical 0%, Merizo ES 99% Electrical 0%) 		
<ul style="list-style-type: none"> Original Contract IFB 022-2012 \$484,450398, Change Orders CO 01 \$65,394.26 		
<ul style="list-style-type: none"> IFB 022-2012 Change Order 1 - Additional devices as required by GFD & time extension 		
<ul style="list-style-type: none"> IFB 022-2012 Delay in electrical due to change in submittals related to the electrical panels and subsequent ordering of panels from offisland supplier; panels ordered and awaiting arrival 		
Fire Alarm and Sprinkler System Repair/Installation - Southern High		
IFB 32-2013 (20135004)	\$499,980.00	TBD
<ul style="list-style-type: none"> IFB issued 9/6/13; bids due 9/16/13 		
<ul style="list-style-type: none"> Contract for IFB 032-2013 to: Contractor on 9/20/13; AG on 9/23/13; Governor on 9/27/13; executed on 9/30/13; Estimated Completion September 2013-November 2013 		
<ul style="list-style-type: none"> Letter of concern filed 9/16/13, GDOE responded 9/19/13, protest appealed to OPA 10/3/13 		
<ul style="list-style-type: none"> OPA-PA-13-013 Status hearing 10/24/13; Preconference hearing 11/13/13; OPA voided contract; Status hearing 12/2/13 		
Total - Fire Alarm & PA System / Electrical:	\$ 6,194,624.32	
A/C Upgrades/Repair (21 schools):		
IFB - 008-2013 (20133589)	\$ 7,484,674.00	J&B Modern Tech
Status:		
<ul style="list-style-type: none"> IFBs issued 1/25/13 		
<ul style="list-style-type: none"> Bids were opened on 3/28/13; Protest received 3/27/13 & 4/1/13; GDOE denied protest 4/3/13; Appeal to OPA 4/5/13; OPA decision on appeal 6/14/13; Protest received 7/3/13; GDOE denied protest 7/25/13; Appeal to OPA 8/2/13; OPA issued decision 9/25/13; vendors settled appeal 9/30/13 		
<ul style="list-style-type: none"> Contract to contractor on 06/22/13; AG on 6/27/13; Governor on 7/2/13; Executed 7/25/13; NTP 7/25/13 		
Restroom Renovations (11 schools) & Door Renovations (15 schools):		
IFB - tbd		
Status:		
<ul style="list-style-type: none"> Design corrections will be provided after Untalan Renovation specifications completed 		
<ul style="list-style-type: none"> IFBs will be issued once funding is identified 		

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PROJECT - CIP	AMOUNT	CONTRACTOR
STEM Classroom Renovation - George Washington High School:		
IFB 018-2012 (20120443)	\$ 2,658,178.14	BME Corp.
Status:		
• Bids were opened on 6/1/12		
• Letter of Intent to Award was issued 6/8/12		
• Contract to: Contractor on 7/9/12; AG on 7/10/12; Governor on 7/13/12; executed on 7/16/12; NTP on 8/6/12; Occupancy permit issued 12/20/12; Final completion 4/27/13; Percent complete 100%.		
• Original Contract \$2,245,000, Change Orders CO 01 \$290,541.78, CO 02 \$76,164.66, CO 03 \$30,598.16, CO 04 \$8,362.47 CO 05 \$7,511.07		
• IFB 018-2012 Change Order 1 - Upgrade ACs to inverters, aluminum doors, asbestos flooring, termite treatment, 2 - Exterior lighting, telecom conduit, B-wing restroom renovations, additional railings, gas shut-off valves with time extension, 3 - Restroom ADA compliance, upgrade electrical with time extension, 4 - Remove plug mold frame and relocate electrical outlets, 5 - Repair wall & floor due to plumbing leak with time extension		
STEM Classroom Renovation - Untalan Middle School:		
IFB 019-2012 (20120478)	\$ 1,512,848.26	Z4
Status:		
• Bids were opened on 6/1/12		
• Letter of Intent to Award was issued 6/8/12		
• Contract to: Contractor on 7/16/12; AG on 7/18/12; Governor on 8/1/12; executed on 8/2/12; NTP 8/29/12; Estimated Completion 9/10/13 from 1/2/13; Percent Complete 100%		
• Original Contract \$999,783.34, Change Orders CO 01 \$307,990.49, CO 02 \$71,045.64, CO 03 \$14,689.89, CO 04 \$73,867.40, CO 05 \$14,755.42, CO 06 \$17,676.67, CO 07 \$6,896.34, CO 08 \$6,143.07		
• IFB 019-2012 Change Order 1 - Upgrade ACs to inverters, termite treatment, cement board, electrical work with time extension, 2 - Cabling, 3 - Sewer lines, 4 - Window replacement, 5 - Additional lighting, time extension, 6 - New layout of data & power in Rms 43-44, 7 Insurance & time extension, 8 - Gooseneck faucets for all sinks		
Total - STEM Classroom Renovation:		\$ 4,171,026.40
Infrastructure - Network and Secure Server Rooms, Laptop Cart Storage		
IFB - Secure Server and Storage Rooms		
IFB 25-2013 (20135002)	\$ 68,392.42	Z4
IFB 26-2013 (20135003)	\$ 53,417.31	Z4
Status:		
• Electrical upgrades will be handled through a change order to existing electrical upgrade contracts		
• IFB 025-2013 (16 schools) & 026-2013 (15 schools) issued 6/5/13		
• Two part bid; first submission received 7/9/13; price proposals due 8/16/13; Bid amended for additional items on AG's review list		
• IFB 25-2013 Notice of Intent to Award issued 8/15/13		

GDOE CIP - Adequate Education Trust Account (fka ARKA SFSF)
As of November 30, 2013
and USDOE-Approved Reprogramming Request (12-15-2013)

PROJECT - CIP	AMOUNT	CONTRACTOR
• IFB 26-2013 Notice of Intent to Award issued 8/22/13		
• Contracts delivered to AG 9/19/13; to Governor 9/27/13; executed 9/30/13,		
• Notice to proceed 11/12/13, estimated completion date 3/12/14		
Total - Server Rooms:	\$ 121,809.73	
Untalan Middle School Renovation		
IFB - 18-2013 Renovation (20134688)	\$ 6,498,888.00	BME
• Design completion by 5/5/13		
• IFBs issued on 5/6/13		
• Bid Submission is scheduled for receipt on 7/9/13; Bid amended for additional items on AG's review list		
• Initial Notice of Intent to Award issued on 8/1/13; Protest 8/7/13; Revised bid status and updated intent to award 8/28/13; vendor signed contract 8/29/13; to AG 9/16/13; to Governor 9/17/13; contract executed 9/17/13; Notice to proceed 11/18/13; estimated completion date 7/16/14		
• Groundbreaking ceremony 11/27/13		
Architect & Engineering		
PO 20120106	\$ 5,039,652.89	Coeval
• Third ammendment to cover Untalan Renovation design and construction management totalling \$1,414,413.22 signed 12/31/12		
Project Management		
PO 21210001/20130501	\$ 2,040,090.50	Sodexo
• Contract renegotiated and executed 11/13/12		
• Amounts adjusted to reflect invoices for July, August work not previously recognized		
Contingency		
Construction Contingency	\$ 361,514.84	TBD
TOTAL - CIPs	\$ 52,302,677.53	----

Guam Department of Education
New Hires Report - November 15 to December 10, 2013

Last Name	First Name	Department Desc	Job Class Desc	Hourly Rate	Annual Salary
Federally Funded - Full Time					
GONZALES	RODOLFO	SPECIAL EDUCATION	PROGRAM COORD I	\$ 11.85	\$ 24,656.00
QUINTO	DORIS	SPECIAL EDUCATION	SOCIAL WORKER II	\$ 12.75	\$ 26,520.00
TAJERON	KATRINA	SPECIAL EDUCATION	SOCIAL WORKER II	\$ 12.75	\$ 26,520.00
Total Federally Funded - Full Time			3		
Federally Funded - Part Time					
SANTOS	PAUL	JOSE L.G. RIOS MIDDLE	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
ASUNCION	JARETT	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
AYUYU	BRANDON	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
CASTRO	DELANI LYNN	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
CREELMAN	ARTHUR	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
LEE	JEAN KIM	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
MAFNAS	MARK	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
MANTANONA	NITASHA	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
TOVES	KYLE WAYNE	SPECIAL EDUCATION	SCHOOL AIDE I PT	\$ 7.62	\$ 15,849.60
CASTRO	ARAYA	FEDERAL PROGRAMS	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
KIKUO	SHEENA	FEDERAL PROGRAMS	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
NAPUTI	DEL CARMEN	FEDERAL PROGRAMS	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
Total Federally Funded - Part Time			12		
Total Federally Funded			15		

A5.1

Guam Department of Education
 New Hires Report - November 15 to December 10, 2013

Last Name	First Name	Department Desc	Job Class Desc	Hourly Rate	Annual Salary
Locally Funded - Full Time					
BLAZ	MARIA	OKKODO HIGH	HIGH SCHOOL TEACHER	\$ 15.42	\$ 25,908.00
CRUZ	MARIA J.Q.	TALOFOFO ELEMENTARY	SCHOOL AIDE III	\$ 15.63	\$ 32,517.00
Total Locally Funded - Full Time					
2					
Locally Funded - Part Time					
TAITAGUE	VICTORIA ROSE	C.L. TAITANO ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
CONCEPCION	KRYSTAL	L.B. JOHNSON ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
HIURA	BRYAN	TAMUNING ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
FUJIKAWA	NICOLE	WETTENGEL ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
SANCHEZ	LAWRENCE	WETTENGEL ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
REBELKUUL	SHELLY	LIGUAN ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
SERENO	JAIMIE	ADACAO ELEMENTARY	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
CRUZ-BLAS	THADDEA JANJ	F.B. LEON GUERRERO MIDDLE	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
NAPUTI	JONATHAN	INARAJAN MIDDLE	TEACHER I ON CALL SUB PT	\$ 9.00	\$ 18,720.00
TANNIAN	MARY	SOUTHERN HIGH	TEACHER II ON CALL SUB PT	\$ 11.85	\$ 24,648.00
Total Locally Funded - Part Time					
10					
Total Locally Funded					
12					
Total New Hires/Reemployments					
27					

GUAM DEPARTMENT OF EDUCATION
Revenues, Expenditures, and Encumbrances
As of November 30, 2013

A	B	C	D	E	F	G	H	I	J
FY 2014 DOE APPROPRIATION (P.L. 32-88)	Original Appropriation	BBMR Adjustments	Total Appropriations	BBMR Reserves	BBMR Release	Expenditures	Encumbrances	Balance (F - G - H)	Cash Received
	(B - C)								
General Fund	184,337,628	834,828	183,502,800	150,172,527	33,330,273	27,329,954	4,560,172	1,440,147	27,976,995
Secure Our Schools Act of FY2013	800,000	-	800,000	80,000	720,000	-	-	720,000	-
GW High School Track	350,000	-	350,000	35,000	315,000	-	-	315,000	-
Textbooks	1,500,000	-	1,500,000	150,000	1,350,000	-	-	1,350,000	-
Chamoru Studies Division	401,207	-	401,207	101,190	122,848	41,411	-	81,437	101,190
Y'Kuantan Salappe Prinsepat	1,081,000	-	1,081,000	594,550	486,450	-	2,075	484,375	-
TOTAL GENERAL FUND	188,469,835	834,828	187,635,007	151,133,267	36,324,571	27,371,365	4,562,247	4,390,959	28,078,185
TEFF									
TEFF-GDOE Operations	18,333,190	-	18,333,190	10,878,816	7,454,374	2,982,815	534,920	3,936,639	1,072,925
TEFF-CapFA Maint. & Inst.	-	-	-	-	-	-	-	-	-
TEFF-JFK Maint. & Cap.	1,568,000	-	1,568,000	1,568,000	-	-	-	-	-
Public Library Resources Fund	796,323	-	796,323	617,150	179,173	-	298	178,875	-
Interscholastic Sports Fund	520,000	-	520,000	52,000	468,000	2,917	5,040	460,043	-
Interscholastic Sports - Busing	92,000	-	92,000	9,200	82,800	-	-	82,800	-
Health & Physical Education	279,754	-	279,754	122,407	169,260	9,952	-	159,308	-
TOTAL SPECIAL & MISC. FUNDS	21,589,267	-	21,589,267	13,247,573	8,353,607	2,995,684	540,258	4,817,665	1,072,925
FY2014 TOTAL APPROPRIATION	210,059,102	834,828	209,224,274	164,380,840	44,678,178	30,367,050	5,102,505	8,208,624	29,151,110
GENERAL BOND OBLIGATIONS	26,135,977					24,365,407	1,321,173	449,397	23,064,273
ADEQUATE EDUCATION TRUST	60,088,935					39,762,438	19,957,476	369,021	60,088,935
FEDERAL GRANTS	65,145,539					7,747,936	6,341,800	51,055,803	3,949,242

Notes
\$183,502,800 is net of adjustments made for Charter School of \$344,372 and Government-wide state of emergency of \$250,000, and an additional unexplained adjustment of \$240,372, which we are seeking clarifying from BBMR for this adjustment. To date the \$250,000 emergency adjustment has not been made by BBMR.

Source: Unaudited Financial Statements
Prepared by: Lourdes R. Perez, Comptroller
Date: 12/12/13



A5.2

FY 2015 BUDGET PROCESS TIMELINE

DATE	TASK	RESPONSIBILITY
November 12, 2013	Budget Call 2015	Superintendent
November 15, 2013	Posting of Budget Guidelines on Website	Budget Team
November 14 through 26, 2013	Conduct Public Hearings to Solicit Stakeholder Input for FY 2015 School Budgets	Principals
November 18 through 22, 2013	Submission of prospective Teacher Reclassification to Personnel Services Division	Principals/Division Heads
November 1 to 30, 2013	Staffing Pattern Distribution and Review	Personnel Services Division/Principals/Division Heads
November 28, 2013	HOLIDAY - Thanksgiving	
December 4, 2013	Deadline to Compile and <u>SUBMIT</u> Budget to Deputy Superintendent of Finance & Administration through the GDOE Budget Office.	Principals/Division Heads
December 9, 2013	HOLIDAY – Immaculate Conception	
December 5 through 19, 2013	Compile and Package Overall FY2015 Budget Packets for presentation to the Superintendent of Education.	GDOE Budget Office
December 25, 2013	HOLIDAY - Christmas	
December 26-31, 2013	Compile and Package Overall FY2015 Budget Packets for presentation to the Superintendent of Education.	GDOE Budget Office
January 1, 2014	HOLIDAY – New Year’s Day	
January 2, 3, 6 - 9, 2014	Principals/Division Heads Budget Presentation to Superintendent	Superintendent
January 13-14, 2014	Budget Certification	GDOE Budget Office
January 14, 2014	Superintendent submits FY2015 Budget Package to the Guam Education Board	Superintendent/Deputy Superintendent FAS
January 15 – 17, 2014	GEB FY2015 Budget Work Sessions	GEB, Superintendent, Deputy Superintendent FAS, GDOE Budget Office
January 20, 2014	HOLIDAY – Martin Luther King, Jr. Day	
January 22, 2014	Superintendent’s Review of FY2015 Budget with EFSC	Superintendent/Deputy Superintendents/GDOE Budget Office
January 21-24, 2014	GEB Adoption of FY 2015 Budget	GEB/Superintendent/Deputy Superintendent FAS
January 30, 2014	Superintendent Submits GDOE FY2015 Budget to the 32 nd Guam Legislature & Governor of Guam	Superintendent

GDOE PROCUREMENT STOPLIGHT TASK LIST LOCALLY FUNDED PROJECTS					
#	STOPLIGHT	PROCUREMENT DESCRIPTION	PROCUREMENT TYPE	FUNDING SOURCE	DIVISION END-USER
PENDING PROCUREMENT					
1	●	TAX CREDIT PROGRAM FOR COMMUNITY INVOLVEMENT AT SCHOOLS	RFI	LOCAL	ESCL
2	●	COPPER WIRE REPLACEMENT, EMERGENCY GENERATORS	IFB	FEMA	CIP/SAFETY
3	●	CAFETERIA EQUIP REPAIR & MAINTENANCE	IFB 023-2013	LOCAL	F&M/FNS
4	●	PERFORMANCE-BASED FACILITIES MAINTENANCE CONTRACT	RFI 001-2012	LOCAL	F&M
5	●	"SAFER CHOICE" TRAINING FOR HS HEALTH EDUCATORS AND GUIDANCE COUNSELORS	RFP 012-2013	HHS	C&II
PENDING PUBLICATION					
6	●	CASH COLLECTION/ARMORED SERVICES	IFB 003-2014	LOCAL	FNS
7	●	PEST CONTROL	IFB 001-2014	LOCAL	F&M
8	●	ELEVATOR MAINTENANCE AND REPAIR SERVICE FOR VARIOUS GDOE SCHOOLS AND SUPPORT FACILITIES	RFP	LOCAL	F&M
9	●	ANSUL & FIRE EXTINGUISHER REFILL AND MAINTENANCE	IFB 002-2014	LOCAL	FNS/SAFETY

A5.4

#	STOPLIGHT	PROCUREMENT DESCRIPTION	PROCUREMENT TYPE	FUNDING SOURCE	DIVISION END-USER
PUBLISHED					
12	●	REPLACEMENT OF AC DUCTS AT FOUR SCHOOLS: SSHS, SHS, UPI ES, CL TAITANO ES	IFB 005-2014	LOCAL	F&M
PROTESTS & APPEALS					
13	●	SHS FIRE ALARM, SPRINKLER AND SUPPRESSION SYSTEMS	IFB 032-2013	LOCAL TRUST	CIP
14	●	E-RATE NETWORK, PART 6 - WAN	IFB 020-2011	LOCAL	FSAIS
APPEALS IN COURT					
15	●	COMPUTER SYSTEM PURCH. - F.B. GUERRERO M.S.	IFB 025-2010	LOCAL	F.B. GUERRERO M.S
16	●	DOCUMENT MANAGEMENT - LEASE CONTRACT	IFB 022-2010	LOCAL	FSAIS
17	●	PC SYSTEMS/MULTIMEDIA EQUIP. FOR PRIVATE SCHOOLS (DMR)	IFB 023-2010	RLIS	FSAIS
18	●	DOCUMENT MANAGEMENT - LIMITED CONTRACT	IFB 006-2010	LOCAL	FSAIS

2014 FEDERALLY FUNDED REQUISITIONS IN PROGRESS					
Item #	Stoplight	Description	Procurement Type	Funding Source	Division/End User
CONSOLIDATED GRANT					
1	●	Professional Development Servi	Small Contract	CG F1282	C&I/Leahbeth
2	●	PROFESSIONAL DEVELOPMENT: STAF	Small Contract	CG F1282	PNP/Bea
3	●	Summer AP Institute	Contract	CG F1282	C&I/Leahbeth
4	●	Item No. 2462281 - Mimio Class	Small Purchase	CG F1282	PNP/Bea
5	●	Item No. 2462281 - Mimio Class	Small Purchase	CG F1282	PNP/Bea
6	●	CONSULTATION SERVICES FOR PRE	Small Contract	CG F1282	PNP/Bea
7	●	ED 481G SECOND LANGUAGE TEACHI	Contract	CG F1282	SFC/Tita
8	●	CONTRACT SERVICES - John Hopkins	Contract	CG F1282	SFC/Tita
9	●	CONTRACT RENEWAL - SFA	Contract	CG F1282	SFC/Tita
10	●	2013 TESOL PACIFIC CONFERENCE	Contract	CG F1282	SFC/Tita
11	●	LEASE OF OFFICE SPACE FOR CCSS	Contract	CG F1282	SFC/Tita
12	●	EDUCATION CONSULTING SERVICES	Small Contract	CG F1282	Pica/Pastor Bill
13	●	SECURITY SYSTEMS	RFP 007-2013	CG F1282	SAFETY/FSAIS
SPECIAL EDUCATION REQUISITIONS IN PROGRESS					
14	●	Computers	Small Purchase	IDEA F1295	SPED B/Tammy
15	●	(N) 22 Passenger Mini Bus	IFB 004-2014	IDEA F1295	SPED B/Tammy
DISCRETIONARY GRANT					
16	●	Equipment MultiMedia Projectors	IFB 017-2013	DG F1296	C&I/Mildred
17	●	Professional Development Servi	Contract	DG F1296	C&I/Mildred
18	●	Professional Development Servi	RFP	DG F1296	C&I/Mildred
19	●	Professional Development Servi	RFP	DG F1296	C&I/Mildred

Guam Department of Education - School Breakfast / Lunch Program
Average Daily Participation

A5.6

		AUGUST 2013-2014												
		NO. OF SERVING DAYS: 10												
		LUNCH CLAIMED				BREAKFAST CLAIMED								
Enrollment		Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP			
Elementary Schools														
Adacao	568	337	3,252	60	3,649	64.24%	102	2,431	14	2,547	44.84%			
Agana Heights	532	635	1,726	67	2,428	45.64%	107	880	46	1,033	19.42%			
Astumbo (P2, GDOE)	533	261	3,670	188	4,119	77.28%	117	2,159	47	2,323	43.58%			
BP Carbullido	521	440	2,269	35	2,744	52.67%	59	1,105	8	1,172	22.50%			
Chief Brodie	342	275	1,775	63	2,113	61.78%	92	1,204	2	1,298	37.95%			
CL Taitano	625	514	3,378	139	4,031	64.50%	189	1,908	86	2,183	34.93%			
DL Perez (GDOE)	713	386	4,082	151	4,619	64.78%	43	2,076	10	2,129	29.86%			
Finegayan	936	448	4,809	259	5,516	58.93%	111	2,384	54	2,549	27.23%			
HB Price (P2, GDOE)	728	1,163	3,498	154	4,815	66.14%	440	1,760	36	2,236	30.71%			
HS Truman	409	371	1,720	128	2,219	54.25%	140	1,162	56	1,358	33.20%			
Inarajan (P2)	255	402	1,585	81	2,068	81.10%	348	1,442	74	1,864	73.10%			
J.M. Guerrero	681	366	3,824	211	4,401	64.63%	144	2,112	86	2,342	34.39%			
JQ San Miguel (P2, GDOE)	505	122	3,936	69	4,127	81.72%	83	2,833	69	2,985	59.11%			
L.B. Johnson	338	767	1,070	41	1,878	55.56%	233	509	5	747	22.10%			
Liguan	600	597	3,017	277	3,891	64.85%	183	1,467	33	1,683	28.05%			
M.A. Ulloa	752	321	4,895	123	5,339	71.00%	30	2,753	9	2,792	37.13%			
M.U. Lujan	672	441	3,569	127	4,137	61.56%	146	2,214	65	2,425	36.09%			
Machananao	516	300	2,995	167	3,462	67.09%	181	1,801	39	2,021	39.17%			
Marcial Sablan	458	289	2,792	55	3,136	68.47%	87	1,802	15	1,904	41.57%			
Merizo (P2)	272	233	1,739	17	1,989	73.13%	130	1,306	9	1,445	53.13%			
Ordot Chalan Pago (GDOE)	531	702	2,403	134	3,239	61.00%	159	1,225	41	1,425	26.84%			
P.C. Lujan	456	370	3,051	36	3,457	75.81%	126	1,573	21	1,720	37.72%			
Talofoto (P2)	275	285	1,654	51	1,990	72.36%	123	1,337	31	1,491	54.22%			
Tamuning	631	561	3,182	151	3,894	61.71%	78	1,860	34	1,972	31.25%			
Upi	925	316	5,884	423	6,623	71.60%	114	3,292	97	3,503	37.87%			
Wettengel	778	232	4,595	55	4,882	62.75%	59	2,597	2	2,658	34.16%			
Middle Schools														
Agueda Johnston	854	67	2,567	49	2,683	31.42%	42	2,187	41	2,270	26.58%			
Astumbo Middle	625	368	3,700	251	4,319	69.10%	46	1,743	28	1,817	29.07%			
F.B.L.G.	1,106	527	4,439	162	5,128	46.37%	123	2,612	47	2,782	25.15%			
Inarajan (P2)	596	195	2,881	68	3,144	52.75%	108	1,836	51	1,995	33.47%			
J.L.G. Rios	925	302	2,734	118	3,154	34.10%	103	1,785	58	1,946	21.04%			

Guam Department of Education - School Breakfast / Lunch Program
Average Daily Participation

		AUGUST 2013-2014						BREAKFAST CLAIMED						
		NO. OF SERVING DAYS: 10												
		LUNCH CLAIMED			BREAKFAST CLAIMED									
	Enrollment	Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP			
L.P. Untalan	1,068	308	2,042	45	2,395	22.43%	123	1,642	21	1,786	16.72%			
Oceanview (P2)	478	227	1,965	45	2,237	46.80%	81	1,154	20	1,255	26.26%			
V.S.A. Benavente	1,278	361	4,003	209	4,573	35.78%	137	2,533	87	2,757	21.57%			
High Schools														
G.W.	2,643	96	2,065	9	2,170	8.21%	61	1,306	9	1,376	5.21%			
J.F.K.	2,698	483	3,476	156	4,115	15.25%	181	1,747	89	2,017	7.48%			
Okkodo (P2, GDOE)	1,472	1,949	3,887	168	6,004	40.79%	343	1,517	61	1,921	13.05%			
Simon Sanchez	1,832	261	3,288	84	3,633	19.83%	93	1,725	42	1,860	10.15%			
Southern	1,466	142	3,318	32	3,492	23.82%	77	1,770	19	1,866	12.73%			
J.P. Torres	145	10	713	16	739	50.97%	10	717	16	743	51.24%			
Rays of Hope		20	56	-	76		20	56	-	76				
COMBINED TOTALS	31,593	16,450	121,504	4,674	142,628	45.15%	5,172	71,522	1,578	78,272	24.78%			
PROVISION 2	5,114	4,837	24,815	841	30,493	59.63%	1,773	15,344	398	17,515	34.25%			
GDOE Schools	4,482	4,583	21,476	864	26,923	60.07%	1,185	11,570	264	13,019	29.05%			
Sodexo Schools	27,111	11,867	100,028	3,810	115,705	42.68%	3,987	59,952	1,314	65,253	24.07%			
Elementary Schools	14,552	11,134	80,370	3,262	94,766	65.12%	3,624	47,192	989	51,805	35.60%			
Middle Schools	6,930	2,355	24,331	947	27,633	39.87%	763	15,492	353	16,608	23.97%			
High Schools	10,111	2,931	16,034	449	19,414	19.20%	755	8,065	220	9,040	8.94%			
Alternative School	145	10	713	16	739	50.97%	10	717	16	743	51.24%			

Guam Department of Education - School Breakfast / Lunch Program
Average Daily Participation

		SEPTEMBER 2013-2014											
		NO. OF SERVING DAYS: 19				LUNCH CLAIMED				BREAKFAST CLAIMED			
Enrollment		Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP		
Elementary Schools													
Adacao	568	418	6,589	138	7,145	66.21%	158	5,022	43	5,223	48.40%		
Agana Heights	532	1,030	3,506	217	4,753	47.02%	136	1,554	75	1,765	17.46%		
Astumbo (P2, GDOE)	533	774	6,987	323	8,084	79.83%	240	3,937	74	4,251	41.98%		
BP Carbullido	521	764	4,607	138	5,509	55.65%	190	2,342	29	2,561	25.87%		
Chief Brodie	342	273	3,741	209	4,223	64.99%	102	2,595	85	2,782	42.81%		
CL Taitano	625	669	6,638	396	7,703	64.87%	343	3,747	274	4,364	36.75%		
DL Perez (GDOE)	713	503	7,993	332	8,828	65.17%	82	3,995	19	4,096	30.24%		
Finegayan	936	620	9,778	514	10,912	61.36%	163	5,458	106	5,727	32.20%		
HB Price (P2, GDOE)	728	14,555	7,044	388	21,987	158.96%	803	2,636	75	3,514	25.40%		
HS Truman	409	781	3,320	216	4,317	55.55%	334	2,293	123	2,750	35.39%		
Inarajan (P2)	255	669	2,954	196	3,819	78.82%	516	2,805	204	3,525	72.76%		
J.M. Guerrero	681	676	7,534	348	8,558	66.14%	229	4,446	141	4,816	37.22%		
JQ San Miguel (P2, GDOE)	505	278	7,214	145	7,637	79.59%	113	5,247	93	5,453	56.83%		
L.B. Johnson	338	923	2,731	231	3,885	60.50%	181	1,441	96	1,718	26.75%		
Liguan	600	904	6,342	407	7,653	67.13%	285	2,957	106	3,348	29.37%		
M.A. Ulloa	752	472	9,446	211	10,129	70.89%	51	4,986	15	5,052	35.36%		
M.U. Lujan	672	599	6,688	386	7,673	60.10%	203	4,748	235	5,186	40.62%		
Machananao	516	268	6,148	395	6,811	69.47%	186	3,776	112	4,074	41.55%		
Marcial Sablan	458	447	5,710	150	6,307	72.48%	141	3,483	51	3,675	42.23%		
Merizo (P2)	272	433	3,186	32	3,651	70.65%	209	2,522	17	2,748	53.17%		
Ordot Chalan Pago (GDOE)	531	1,140	4,430	270	5,840	57.88%	293	2,407	119	2,819	27.94%		
P.C. Lujan	456	664	4,901	132	5,697	65.75%	227	3,139	53	3,419	39.46%		
Talofoto (P2)	275	517	3,175	153	3,845	73.59%	279	2,580	124	2,983	57.09%		
Tamuning	631	1,038	6,224	326	7,588	63.29%	254	3,935	126	4,315	35.99%		
Upi	925	418	11,685	783	12,886	73.32%	169	6,955	237	7,361	41.88%		
Wettengel	778	400	9,029	82	9,511	64.34%	138	5,032	36	5,206	35.22%		
Middle Schools													
Agueda Johnston	854	149	4,758	99	5,006	30.85%	127	4,311	94	4,532	27.93%		
Astumbo Middle	625	602	7,232	541	8,375	70.53%	53	3,854	59	3,966	33.40%		
F.B.L.G.	1,106	873	8,880	467	10,220	48.63%	245	5,476	84	5,805	27.62%		
Inarajan (P2)	596	117	5,226	444	5,787	51.10%	79	3,672	270	4,021	35.51%		
J.L.G. Rios	925	379	5,367	253	5,999	34.13%	177	3,341	115	3,633	20.67%		

Guam Department of Education - School Breakfast / Lunch Program
Average Daily Participation

		OCTOBER 2013-2014														
		NO. OF SERVING DAYS: 22				LUNCH CLAIMED				BREAKFAST CLAIMED						
Enrollment		Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP
Elementary Schools																
Adacao	568	505	7,630	343	8,478	67.85%	219	5,486	88	5,793	46.36%					
Agana Heights	532	1,474	3,979	363	5,816	49.69%	174	1,785	143	2,102	17.96%					
Astumbo (P2, GDOE)	533	856	7,804	609	9,269	79.05%	283	4,438	159	4,880	41.62%					
BP Carbullido	521	795	5,573	209	6,577	57.38%	199	2,652	37	2,888	25.20%					
Chief Brodie	342	216	4,454	269	4,939	65.64%	123	2,931	112	3,166	42.08%					
CL Taitano	625	790	7,923	480	9,193	66.86%	386	4,325	201	4,912	35.72%					
DL Perez (GDOE)	713	490	9,343	394	10,227	65.20%	75	4,676	15	4,766	30.38%					
Finegayan	936	658	11,531	654	12,843	62.37%	168	6,328	149	6,645	32.27%					
HB Price (P2, GDOE)	728	935	9,134	659	10,728	66.98%	291	3,315	130	3,736	23.33%					
HS Truman	409	1,048	3,865	331	5,244	58.28%	442	2,589	204	3,235	35.95%					
Inarajan (P2)	255	792	3,354	122	4,268	76.08%	611	3,102	143	3,856	68.73%					
J.M. Guerrero	681	602	9,248	287	10,137	67.66%	217	5,128	158	5,503	36.73%					
JQ San Miguel (P2, GDOE)	505	258	8,369	204	8,831	79.49%	127	5,779	138	6,044	54.40%					
L.B. Johnson	338	1,029	3,593	193	4,815	64.75%	141	1,877	51	2,069	27.82%					
Liguan	600	990	7,709	431	9,130	69.17%	282	3,336	125	3,743	28.36%					
M.A. Ulloa	752	515	10,803	209	11,527	69.67%	47	5,133	11	5,191	31.38%					
M.U. Lujan	672	696	7,882	407	8,985	60.78%	252	5,362	294	5,908	39.96%					
Machananao	516	345	6,927	426	7,698	67.81%	195	4,283	112	4,590	40.43%					
Marcial Sablan	458	439	6,752	184	7,375	73.19%	176	3,863	68	4,107	40.76%					
Merizo (P2)	272	516	3,782	61	4,359	72.84%	199	2,817	42	3,058	51.10%					
Ordot Chalan Pago (GDOE)	531	1,157	6,015	349	7,521	64.38%	279	3,076	154	3,509	30.04%					
P.C. Lujan	456	662	5,739	203	6,604	65.83%	187	3,504	64	3,755	37.43%					
Talofofo (P2)	275	562	3,852	179	4,593	75.92%	315	2,932	160	3,407	56.31%					
Tamuning	631	1,114	7,305	222	8,641	62.25%	375	4,589	59	5,023	36.18%					
Upi	925	499	14,008	1,141	15,648	76.89%	201	8,497	307	9,005	44.25%					
Wettengel	778	320	10,205	150	10,675	62.37%	120	5,630	69	5,819	34.00%					
Middle Schools																
Agueda Johnston	854	172	6,018	111	6,301	33.54%	146	5,081	117	5,344	28.44%					
Astumbo Middle	625	711	7,893	617	9,221	67.06%	132	4,299	61	4,492	32.67%					
F.B.L.G.	1,106	943	9,807	608	11,358	46.68%	295	6,008	127	6,430	26.43%					
Inarajan (P2)	596	515	5,887	137	6,539	49.87%	330	4,075	97	4,502	34.33%					
J.L.G. Rios	925	670	5,015	244	5,929	29.14%	421	3,457	86	3,964	19.48%					

Guam Department of Education - School Breakfast / Lunch Program
Average Daily Participation

	OCTOBER 2013-2014						BREAKFAST CLAIMED									
	NO. OF SERVING DAYS: 22			LUNCH CLAIMED			Free			Reduced			TOTAL			
	Enrollment	Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP	Paid	Free	Reduced	TOTAL	ADP
L.P. Untalan	1,068	345	3,621	108	4,074	17.34%	331	2,763	78	3,172	13.50%					
Oceanview (P2)	478	503	4,751	101	5,355	50.92%	127	2,775	32	2,934	27.90%					
V.S.A. Benavente	1,278	433	9,450	301	10,184	36.22%	221	5,979	164	6,364	22.63%					
High Schools																
G.W.	2,643	118	4,492	47	4,657	8.01%	117	2,771	44	2,932	5.04%					
J.F.K.	2,698	782	8,070	459	9,311	15.69%	487	5,342	259	6,088	10.26%					
Okkodo (P2, GDOE)	1,472	4,724	8,304	589	13,617	42.05%	1,310	3,136	193	4,639	14.32%					
Simon Sanchez	1,832	419	7,415	83	7,917	19.64%	341	3,859	51	4,251	10.55%					
Southern	1,466	228	8,852	156	9,236	28.64%	137	5,069	103	5,309	16.46%					
J.P. Torres	145	27	1,552	39	1,618	50.72%	28	1,493	41	1,562	48.97%					
Rays of Hope		44	137	-	181		44	137	-	181						
COMBINED TOTALS	31,593	28,897	278,043	12,679	319,619	45.99%	10,551	163,677	4,646	178,874	25.74%					
PROVISION 2	5,114	9,661	55,237	2,661	67,559	60.05%	3,593	32,369	1,094	37,056	32.94%					
GDOE Schools	4,482	8,420	48,969	2,804	60,193	61.05%	2,365	24,420	789	27,574	27.96%					
Sodexo Schools	27,111	20,477	229,074	9,875	259,426	43.50%	8,186	139,257	3,857	151,300	25.37%					
Elementary Schools	14,552	18,263	186,779	9,079	214,121	66.88%	6,084	107,433	3,193	116,710	36.46%					
Middle Schools	6,930	4,292	52,442	2,227	58,961	38.67%	2,003	34,437	762	37,202	24.40%					
High Schools	10,111	6,271	37,133	1,334	44,738	20.11%	2,392	20,177	650	23,219	10.44%					
Alternative School	145	27	1,552	39	1,618	50.72%	28	1,493	41	1,562	48.97%					

FMIS Update as of 12/11/2013

Fixed Assets

TPFA requested that Tyler Technologies, Inc perform a transfer of fixed asset data from TPFA Munis to the GDOE Munis rather than manual data entry to increase accuracy and efficiency in the data population. GDOE completed the mapping of the GDOE fixed asset codes to the TPFA fixed asset codes. The transfer was performed in the GDOE Munis Test environment. Data is undergoing review and the transfer into GDOE Munis Live will be scheduled when the test has been verified to have been successful.

Custom Reports

Personnel Actions Form (PAF): Teleconference was held with Tyler Forms representative regarding the layout and data requested to be captured on the PAF. Human Resources is reassessing whether this custom report is necessary.

Staffing Pattern: Currently installed in the Munis Train environment. Various areas are not reporting correct information due in part to current benefit code structure. Medical insurance benefit codes were restructured to allow for the isolation of the employer funded portion. The life insurance benefit codes will need to be restructured and continued testing performed to identify any remaining errors after the changes are made.

Time Distribution Reports (A-87/TDRs): Federal Program Office Program Coordinators have been given access to the A-87 (TDR) enhancement in Munis Test to identify issues with how the report records actual time worked by federal grant funding. Documented concerns will be routed to Tyler.

W-2

Payroll conducted a review of 2013 payroll data in a Go to Meeting with Tyler consultant to identify any issues that may prevent the timely issuance of W-2s. 2013 W-2 Munis code will be loaded into the system in late December. Payroll will participate in a W-2 Processing refresher training in January. The projected W-2 issuance is the second pay day in January.

Procurement

Munis refresher training for procurement staff on the procurement modules, including Contracts and Bid Management, was held in early December.

The use of Bid Management will increase efficiency in the processing of informal bid solicitations and encourage the vendors to use the Vendor Self Service (VSS). Munis Bid Management will send vendors the requests for quotations through email and collect responses through VSS.

After going through the refresher course for Contract Management, Procurement is now reassessing the need for the module.

Guam Department of Education - Direct Deposit Report

A5.1-2

Location	Employees	DD 11/2/13	DD 11/16/14	DD 11/30/13	%
AGANA HEIGHTS ELEMENTARY	60	31	32	33	55.00%
M.A. SABLAN ELEMENTARY	54	45	46	45	83.33%
B.P. CARBULLIDO ELEMENTARY	59	47	47	46	77.97%
C.L. TAITANO ELEMENTARY	71	32	39	39	54.93%
FINEGAYAN ELEMENTARY	97	30	35	35	36.08%
H.S. TRUMAN ELEMENTARY	51	36	37	36	70.59%
J.M. GUERRERO ELEMENTARY	79	60	62	64	81.01%
INARAJAN ELEMENTARY	37	27	28	28	75.68%
J.Q. SAN MIGUEL ELEMENTARY	68	39	39	39	57.35%
L.B. JOHNSON ELEMENTARY	41	24	28	29	70.73%
M.A. ULLOA ELEMENTARY	76	42	42	43	56.58%
M.U. LUJAN ELEMENTARY	76	37	39	39	51.32%
MERIZO MARTYRS ELEMENTARY	33	28	28	30	90.91%
ORDOT/CHALAN PAGO ELEMENTARY	75	12	12	15	20.00%
P.C. LUJAN ELEMENTARY	57	7	7	7	12.28%
H.B. PRICE ELEMENTARY	72	48	50	49	68.06%
TALOFOFO ELEMENTARY	37	25	25	25	67.57%
TAMUNING ELEMENTARY	67	39	39	39	58.21%
UPI ELEMENTARY	89	48	51	54	60.67%
WETTENGEL ELEMENTARY	83	34	34	36	43.37%
D.L. PEREZ ELEMENTARY	88	36	37	41	46.59%
CHIEF BRODIE ELEMENTARY	43	22	22	23	53.49%
ASTUMBO ELEMENTARY	63	37	41	39	61.90%
MACHANANAO ELEMENTARY	51	24	26	28	54.90%
LIGUAN ELEMENTARY	70	61	61	62	88.57%
ADACAO ELEMENTARY	61	56	57	57	93.44%
A.I. JOHNSTON MIDDLE	92	41	41	42	45.65%
V.S.A. BENAVENTE MIDDLE	114	42	44	46	40.35%
F.B. LEON GUERRERO MIDDLE	111	39	41	44	39.64%
INARAJAN MIDDLE	70	35	37	39	55.71%
JOSE L.G. RIOS MIDDLE	95	40	39	41	43.16%
L.P. UNTALAN MIDDLE	120	47	48	49	40.83%
OCEANVIEW MIDDLE	69	28	27	29	42.03%
ASTUMBO MIDDLE	70	49	50	54	77.14%
J.P. TORRES ALTERNATIVE	41	31	32	31	75.61%
GEORGE WASHINGTON HIGH	191	77	84	85	44.50%
JOHN F. KENNEDY HIGH	161	89	95	98	60.87%
SIMON A. SANCHEZ HIGH	147	63	64	68	46.26%
SOUTHERN HIGH	130	53	53	55	42.31%
OKKODO HIGH	124	83	87	87	70.16%
BOARD OF EDUCATION	9	2	2	3	33.33%
SUPERINTENDENT OF EDUCATION	15	12	12	12	80.00%
FEDERAL PROGRAMS	16	12	12	13	81.25%
RESEARCH, PLANNING & EVALUATION	1				0.00%
FIN, STUDENT & ADM INFO SYS	10	9	9	9	90.00%
LEARNING RESOURCE CENTER	2	1	1	1	50.00%
CURRICULUM & INSTRUCTION	22	14	14	14	63.64%
CHAMORRO STUDIES	5	3	4	4	80.00%
FINANCIAL AFFAIRS	28	26	26	25	89.29%
HUMAN RESOURCES	22	18	18	18	81.82%
FACILITIES & MAINTENANCE	67	15	17	20	29.85%
STUDENT SUPPORT SERVICES	46	28	29	29	63.04%
FOOD NUTRITION SERVICE	11	10	10	11	100.00%
SUPPLY MANAGEMENT	15	9	9	9	60.00%
HEADSTART	64	37	37	37	57.81%
EDUCATION SUPP & COMM LEARN	6	1	1	1	16.67%
SPECIAL EDUCATION	351	182	190	197	56.13%
MILITARY LEAVE OF ABSENCE	13	3	3	4	30.77%
LONG TERM DISABILITY	4				0.00%
TOTAL	3900	2026	2100	2156	55.28%



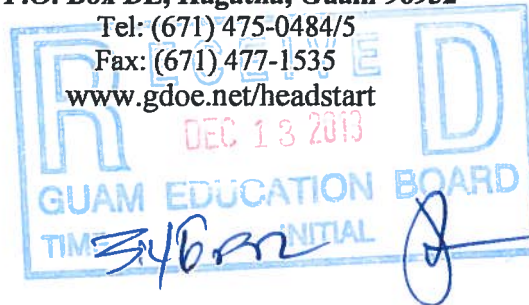
Jon J.P. Fernandez
Superintendent of Education

**GUAM HEAD START PROGRAM
DEPARTMENT OF EDUCATION
P.O. Box DE, Hagatna, Guam 96932**

Tel: (671) 475-0484/5

Fax: (671) 477-1535

www.gdoe.net/headstart



Catherine M. Schroeder
Program Director, Head Start

**Guam Head Start Program
Program Director's Report
December 2013 Report:**

In accordance with Section 642 (d)(2) of the Head Start School Readiness Act of 2007 (P.L. 110-134), the DOE Guam Head Start Program is required to report specific information to the Guam Education Board and the Guam Head Start Policy Council on a monthly basis.

I. Financial Statement (Attachments A) and information.

- a. This year's grant award, July 1, 2013 – June 30, 2014: **\$2,456,533** The program has spent and/or encumbered 33% of the budget as of November 30, 2013.
- b. A Delinquency Notification Letter (Overdue Reports) from Martin Tom, Grants Officer Region IX: Office of Grants Management was received November 27, via email to the program director. The business office, the Head Start Program, and the Program's financial Specialist in Region IX worked together to determine why we received this notice as we had documentation that it was emailed to Region IX on time. Apparently the original and two copies mailed to the region at the time it was due was not received. The business office, working directly with the Regional Office has remedied this concern by mailing a newly signed original and 2 copies on December 5.

II. Enrollment and Attendance reports: (Attachment B)

- a. The program was fully enrolled. The program is considered fully enrolled for the month as long as we have replaced children who have either withdrawn from the program or transferred to a waitlist within 30 days. The 7 vacancies noted at the end of the month are within the 30 days.
- b. The average daily attendance for November was 84.50 % which is 0.50% below the goal of 85% attendance. 14 of 27 centers exceeded the 85% goal.

III. Meal Report: (Attachment C)

IV. Program Information (Attachments D)

1. PROGRAM DESIGN AND MANAGEMENT:

- a. **Annual Self-Assessment:** The first stage of data collection and review, interviews, and site visits is due December 20, 2013. The program will be hosting refreshments at 9am at the Asan Parent Resource room for our community partners and parents who participated in this process.
- b. **Federal Monitoring Review follow up report:** As of the submission of this report this has not yet been received.
- c. **Governance:**
 - a. **Policy council activities:**
 - i. The Constitution and By-laws committee met December 2, December 5, and December 11 to review and update the current Constitution and By-Laws. The final review meeting will be on Monday the 16th. The Policy Council Constitution and Bylaws committee will present their recommendations to the PC at their Wednesday meeting. The plan is for the representatives to review and comment prior to the January meeting. The committee is hoping to approve the changes at this meeting.
 - b. **GEB**
 - i. Ad Hoc Advisory Committee met on Thursday December 5, 2013. Attachment D1 is a copy of the minutes of this meeting.

2. **HEALTH SERVICES:** The Health Services and Family Services managers provided the Health and School Readiness training to the Health Services Advisory Committee on Wednesday December 11, 2013 and to the Head Start Staff on December 13, 2013.

3. EDUCATION/DISABILITIES SERVICES:

- a. **CLASS observations** by CLASS reliable and certified observers show modest improvement in Instructional Supports when compared with the findings of the Federal Monitoring Team. (Attachment D2). Program professional development has focused on this area since the beginning of the year. The program is working with all teaching staff individually to improve their low scores. The second round of observation will be in February / March.
- b. The program currently has enrolled children with Disabilities 37 children. One child, of those pending certification of a disability was determined not eligible.

4. FAMILY/COMMUNITY PARTNERSHIPS

- a. The program management staff continues to participate on committees they have either been appointed to or attend through Early Childhood / community collaboration.
- b. The program currently has 9 active parent volunteers: 7 are assisting in the classrooms and 2 in the office.

V. **Communication from the Office of Head Start: (Attachment E)** Updates and additional information about Head Start can be viewed at [http:// ECLKC.ohs.acf.hhs.gov](http://ECLKC.ohs.acf.hhs.gov).

- a. No new Program Instructions or Information Memorandums have been issued.
- b. Yvette Fuentes resigned as the National Director of Head Start.
- c. Delinquency Notification Letter: the information regarding this notice is discussed under the financial section of this report

VI. **December/ January Activities.** (Members of the GEB and DOE Management Team are invited to attend all Head Start activities.


- a. Asan Parent Resource Center will be open daily from 2-4 for parent activities, training, resources, and late registration. Tuesday and Thursday are planned registration days. Every other Monday from 9 – 11 there is Parents as Teachers training.
- b. December 18, 2013: 6 pm – 8 pm: Policy Council Council Meeting at Asan Head Start Parent Resource Center (Asan/Maina Community Center)
- c. December 20, 2013: 9 – 10 am: Asan H. S. Parent Resource Center: Submission of self-assessment booklets from community partners and parents with refreshments.
- d. January 8, 2014: Male Engagement Group Meeting: 6 pm – 8 pm at Asan Head Start Parent Resource Center (Asan/Maina Community Center)
- e. January 15: 6 pm – 8 pm: Policy Council Council Meeting at Asan Head Start Parent Resource Center (Asan/Maina Community Center)
- f. Parent Café: 9 – 12 am at Asan Head Start Parent Resource Center (Asan/Maina Community Center)

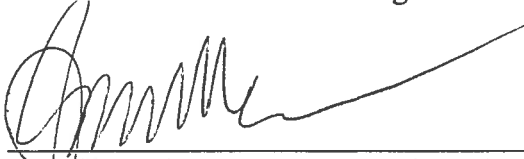
February Heads up activities:

- a. Annual Fitness Fair: February 22
- b. Head Start Immunization Outreach: Tentative date is February 10: This is a transition activity for Kindergarten entry updates on immunizations.

VII. **Action Item:** none at this time.

Respectfully Submitted on December 12, 2013


Catherine M. Schroeder: Program Director


Joseph Sanchez: Deputy Superintendent:
Curriculum and Instructional Improvement


Jon J. P. Fernandez: Superintendent

A

Row Labels	DESCRIPTION	Sum of REVISED BUDGE	Sum of YTD EXPENDE	Sum of ENCUMBRANCES	Sum of AVAILABLE BUDGE	Sum of % USED	% REMAIN	Sum of MTD EXPENDED
0111	SALARIES	1,399,790.00	510,591.82	-	889,198.18	36%	64%	99,029.57
0114	PARTTIME	154,754.00	36,542.28	-	118,211.72	24%	76%	11,785.33
0121	BENEFITS	673,108.00	212,752.59	-	460,355.41	32%	68%	43,905.56
0220	TRAVEL	6,950.00	863.34	-	6,086.66	12%	88%	-
0230	CONTRACTUAL	77,014.00	16,370.49	3,262.60	57,430.91	21%	75%	7,247.60
0240	SUPPLIES	48,524.00	521.47	1,331.12	46,671.41	1%	96%	442.00
0250	EQUIPMENT	-	-	-	-	0%	0%	-
0290	MISC	400.00	-	-	400.00	0%	100%	-
0450	CAPITAL	30,000.00	28,688.00	-	1,312.00	96%	4%	28,688.00
0710	INDIRECT	-	-	-	-	0%	0%	-
32010		2,390,540.00	806,279.99	4,593.72	1,579,666.29	2,600.00	66%	191,515.01
0220	TRAVEL	37,100.00	6,001.94	-	31,098.06	16%	84%	-
0230	CONTRACTUAL	27,794.00	3,130.00	195.00	24,469.00	11%	88%	-
0240	SUPPLIES	1,100.00	-	-	1,100.00	0%	100%	-
0710	INDIRECT	-	-	-	-	0%	0%	-
32030		65,994.00	9,131.94	195.00	56,667.06	600.00	85%	-
Grand Total		2,456,534.00	815,411.93	4,788.72	1,636,333.35	33%		191,515.01



**DELINQUENCY NOTIFICATION LETTER
(OVERDUE REPORTS)**

Office of Head Start
Region IX
90 7th Street, 9th Floor
San Francisco, CA 94103

NOV 25 2013

Catherine Schroeder
Head Start Director
Guam Public School System
P.O. Box DE
Hagatna, Guam, 96932

Correspondence should reference Grant Number: 09CH8453/47

Dear Sir/Madam:

In reviewing the above referenced grant to your organization, we find that you are delinquent in filing the following required report(s) for your program:

(CH) HEAD START PROJECTS – Final SF-425

An original and two copies of the delinquent report(s), or an explanation of reasons for the delinquency, should be sent within 30 days from the date of this letter to:

Martin Tom
Office of Grants Management
ATTN: Raymond Low
90 7th Street, 9th Floor
San Francisco, California 94103

Please be advised that failure to submit financial and programmatic reports on a timely basis is a violation of the terms and conditions of the grant.

If we can be of assistance, please contact Raymond Low at (415) 437-8633.

Sincerely,

Martin Tom
Grants Officer - Region IX
Office of Grants Management

cc: Board Chair
Fiscal Officer

7010 2780 0000 5714 1045

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Postage	\$ 4.6
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Return Receipt Fee (Endorsement Required)	2.55
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 10.11



Sent to Raymond Law / Maria Tom
 Street, Apt. No. or PO Box No. 90 7th Street 9th Floor
 City, State, ZIP+4 San Francisco, Ca 94103

B

End Of Month Enrollment Report

Reporting Date: 11/30/2013

ACF Enrollment Counts by Program

Head Start 534

This report shows children/pregnant mothers who were either enrolled on the Reporting Date or were terminated and not replaced within 30 days prior to the Reporting Date.

The ACF End of Month Reporting System is found at
<https://www.pirweb.net/EOM>
You will need to know your agency's grant number and
the password that was used to access the PIR website.

Guam Head Start Program
2005 - Management Report - End of Month Enrollment

Program Term: HS Program Year 48, Replacement In Same Program, Replacement In Same Program Term, Reporting
Date: 11/30/2013

Guam Head Start Program

	Total	Actual Enrollment	Vacancies	Days Vacant (Avg)
Adacao Elementary School				
Head Start Totals:	18	18	0	0 (Avg)
Astumbo Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
C.L.Taitano Elementary School				
Head Start Totals:	41	39	2	11 (Avg)
Carbullido Elementary School				
Head Start Totals:	40	40	0	0 (Avg)
Chief Brodie Elementary School				
Head Start Totals:	40	40	0	0 (Avg)
D.L.Perez Elementary School				
Head Start Totals:	40	40	0	0 (Avg)
Finegayan Elementary				
Head Start Totals:	20	20	0	0 (Avg)
H.S.Truman Elementary School				
Head Start Totals:	17	17	0	0 (Avg)
Inarajan Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
J.M.Guerrero Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
M.Sablan Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
M.U.Lujan Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
M.Uilloa Elementary School				
Head Start Totals:	40	39	1	8 (Avg)
Machananao Elementary School				
Head Start Totals:	20	19	1	10 (Avg)
Merizo Martyrs Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
P.C.Lujan Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
Price Elementary School				
Head Start Totals:	40	38	2	8 (Avg)
Talofoto Elementary School				
Head Start Totals:	17	17	0	0 (Avg)
Upi Elementary School				
Head Start Totals:	20	20	0	0 (Avg)
Wettengel Elementary School				
Head Start Totals:	41	40	1	18 (Avg)
Guam Head Start Program Totals:	534	527	7	10 (Avg)

Guam Head Start Program

2301 - Average Daily Attendance

Program Term: HS Program Year 48, Attendance Date: 11/1/2013 - 11/30/2013, Codes counting towards present status: N - Not Scheduled, P - Present, T - Tardy

Guam Head Start Program

Present	Absent	Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment ²	
									Count	% Attendance ³	Count	% Attendance ³

P.C.Lujan Elementary School

287	1	25	27	0	0	0	17	16.88	20	84.41%	20.00	84.41%
287	1	25	27	0	0	0	17.00 (avg)	16.88	20	84.41%	20.00	84.41%
Site Total												

Price Elementary School

283	0	50	3	0	0	0	17	16.65	20	83.24%	19.76	84.23%
239	30	25	36	0	0	0	17	14.06	20	70.29%	19.41	72.42%
522	30	75	39	0	0	0	17.00 (avg)	30.71	40	76.76%	39.18	78.38%
Site Total												

Talofoto Elementary School

243	22	24	0	0	0	0	17	14.29	17	84.08%	17.00	84.08%
243	22	24	0	0	0	0	17.00 (avg)	14.29	17	84.08%	17.00	84.08%
Site Total												

Upi Elementary School

295	7	38	0	0	0	0	17	17.35	20	86.76%	20.00	86.76%
295	7	38	0	0	0	0	17.00 (avg)	17.35	20	86.76%	20.00	86.76%
Site Total												

Wettengel Elementary School

285	2	46	0	0	0	0	17	16.76	20	83.82%	19.59	85.59%
283	3	49	0	0	0	0	17	16.65	20	83.24%	19.71	84.48%
568	5	95	0	0	0	0	17.00 (avg)	33.41	40	83.53%	39.29	85.03%
Site Total												

Guam Head Start Program	7,610	401	826	173	0	20	1	17.11 (avg)	445.91	534	83.50%	527.73	84.50%
Report Totals	7,610	401	826	173	0	20	1	17.11 (avg)	445.91	534	83.50%	527.73	84.50%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom
 Total ADA is total children counted as 'Present' divided by Average Operating Days. Because the average of all classroom ADA's is not used, the total ADA will not equal the sum of the individual classrooms.
 2. Actual Enrollment is the sum of the Absent, Excused, Not Scheduled, Present, and Unexcused attendance statuses divided by Average Operating Days. No Class is the only attendance status not included in this calculation.
 3. Percent Attendance is the Average Daily Attendance divided by the Count.

Guam Head Start Program

2301 - Average Daily Attendance

Program Term: HS Program Year 48, Attendance Date: 1/1/2013 - 1/30/2013, Codes counting towards present status: N - Not Scheduled, P - Present, T - Tardy

Guam Head Start Program

	Present	Absent	Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment ²	
										Count	% Attendance ³	Count	% Attendance ³
Adacao Elementary School	259	18	39	0	0	0	0	17	15.24	20	76.18%	18.59	81.96%
Adacao	259	18	39	0	0	0	0	17.00 (avg)	15.24	20	76.18%	18.59	81.96%
Site Total													
Astumbo Elementary School	320	17	23	0	0	0	0	18	17.78	20	88.89%	20.00	88.89%
Astumbo	320	17	23	0	0	0	0	18.00 (avg)	17.78	20	88.89%	20.00	88.89%
Site Total													
C.L.Taitano Elementary School	266	11	19	32	0	0	0	17	15.65	20	78.24%	19.29	81.10%
C.L.Taitano I	256	45	31	0	0	0	1	17	15.06	20	75.29%	19.53	77.11%
C.L.Taitano II	522	56	50	32	0	0	1	17.00 (avg)	30.71	40	76.76%	38.82	79.09%
Site Total													
Carbullido Elementary School	296	7	32	0	0	0	0	17	17.41	20	87.06%	19.71	88.36%
Carbullido I (AM)	293	47	0	0	0	0	0	17	17.24	20	86.18%	20.00	86.18%
Carbullido II (PM)	589	54	32	0	0	0	0	17.00 (avg)	34.65	40	86.52%	39.71	87.26%
Site Total													
Chief Brodie Elementary School	311	29	0	0	0	0	0	17	18.29	20	91.47%	20.00	91.47%
Chief Brodie I	281	29	29	1	0	0	0	17	16.53	20	82.65%	20.00	82.65%
Chief Brodie II	592	58	29	1	0	0	0	17.00 (avg)	34.82	40	87.06%	40.00	87.06%
Site Total													
D.L.Perez Elementary School	281	0	59	0	0	0	0	17	16.53	20	82.65%	20.00	82.65%
D.L.Perez I	279	4	31	26	0	0	0	17	16.41	20	82.06%	20.00	82.06%
D.L.Perez II	560	4	90	26	0	0	0	17.00 (avg)	32.94	40	82.35%	40.00	82.35%
Site Total													
Finegayan Elementary	276	0	60	4	0	0	0	17	16.24	20	81.18%	20.00	81.18%
Finegayan	276	0	60	4	0	0	0	17.00 (avg)	16.24	20	81.18%	20.00	81.18%
Site Total													

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
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Guam Head Start Program

2301 - Average Daily Attendance

Program Term: HS Program Year 48, Attendance Date: 11/1/2013 - 11/30/2013, Codes counting towards present status: N - Not Scheduled, P - Present, T - Tardy

Guam Head Start Program

Present	Absent	Excused Absence	Unexcused Absence	Best Interest Day	Not Scheduled	No Class	Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment ²	
									Count	% Attendance ³	Count	% Attendance ³
248	8	32	1	0	0	0	17	14.59	17	85.81%	17.00	85.81%
248	8	32	1	0	0	0	17.00 (avg)	14.59	17	85.81%	17.00	85.81%
Site Total												
303	17	20	0	0	0	0	17	17.82	20	89.12%	20.00	89.12%
303	17	20	0	0	0	0	17.00 (avg)	17.82	20	89.12%	20.00	89.12%
Site Total												
285	14	33	0	0	0	0	17	16.76	20	83.82%	19.53	85.84%
285	14	33	0	0	0	0	17.00 (avg)	16.76	20	83.82%	19.53	85.84%
Site Total												
270	3	50	17	0	20	0	18	16.11	20	80.56%	20.00	80.56%
270	3	50	17	0	20	0	18.00 (avg)	16.11	20	80.56%	20.00	80.56%
Site Total												
303	26	11	0	0	0	0	17	17.82	20	89.12%	20.00	89.12%
303	26	11	0	0	0	0	17.00 (avg)	17.82	20	89.12%	20.00	89.12%
Site Total												
301	0	35	0	0	0	0	17	17.71	20	88.53%	19.76	89.58%
306	0	34	0	0	0	0	17	18.00	20	90.00%	20.00	90.00%
607	0	69	0	0	0	0	17.00 (avg)	35.71	40	89.26%	39.76	89.79%
Site Total												
275	61	15	0	0	0	0	18	15.28	20	76.39%	19.50	78.35%
275	61	15	0	0	0	0	18.00 (avg)	15.28	20	76.39%	19.50	78.35%
Site Total												
286	0	16	26	0	0	0	17	16.82	20	84.12%	19.29	87.20%
286	0	16	26	0	0	0	17.00 (avg)	16.82	20	84.12%	19.29	87.20%
Site Total												

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GOVERNMENT OF GUAM
 GUAM DEPARTMENT OF EDUCATION
 STATE AGENCY FOR CHILD NUTRITION & FOOD DISTRIBUTION PROGRAMS
 FEDERAL PROGRAMS DIVISION
 THE CHILD AND ADULT FOOD CARE PROGRAM (CACFP)
 FISCAL YEAR 2013

HEAD START PROGRAM
 MONTHLY SUMMARY OF MEAL ACTIVITY & REIMBURSEMENTS

November 2013

SCHOOL	BREAKFAST		SNACKS		LUNCH		CASH-IN-LIEU		GRAND TOTAL (REIMBURSEMENT)
	MEALS SERVED	REIMB AMOUNT	MEALS SERVED	REIMB AMOUNT	MEALS SERVED	REIMB AMOUNT	MEALS SERVED	REIMB AMOUNT	
MARCIAL SABLAN ELEM	269	425.02	0	-	267	782.31	267	62.08	\$ 1,269.41
BP CARBULLIDO ELEM	295	466.10	293	234.40	587	1,719.91	587	136.48	\$ 2,556.89
CL TAITANO ELEM	500	790.00	0	-	517	1,514.81	517	120.20	\$ 2,425.01
FINEGAYAN ELEM	275	434.50	0	-	276	808.68	276	64.17	\$ 1,307.35
HS TRUMAN ELEM	247	390.26	0	-	247	723.71	247	57.43	\$ 1,171.40
JM GUERRERO ELEM	284	448.72	0	-	284	832.12	284	66.03	\$ 1,346.87
INARAJAN ELEM	308	486.64	0	-	304	890.72	304	70.68	\$ 1,448.04
MA ULLOA ELEM	607	959.06	0	-	607	1,778.51	607	141.13	\$ 2,878.70
MU LUJAN ELEM	302	477.16	0	-	301	881.93	301	69.98	\$ 1,429.07
MERIZO ELEM	283	447.14	0	-	286	837.98	286	66.50	\$ 1,351.62
PC LUJAN ELEM	287	453.46	0	-	286	837.98	286	66.50	\$ 1,357.94
HB PRICE ELEM	309	488.22	206	164.80	512	1,500.16	512	119.04	\$ 2,272.22
TALAFORO ELEM	243	383.94	0	-	242	709.06	242	56.27	\$ 1,149.27
UPI ELEM	296	467.68	0	-	296	867.28	296	68.82	\$ 1,403.78
WETTENGEL ELEM	315	497.70	254	203.20	564	1,652.52	564	131.13	\$ 2,484.55
DL PEREZ ELEM	563	889.54	0	-	560	1,640.80	560	130.20	\$ 2,660.54
CHIEF BRODIE ELEM	583	921.14	0	-	585	1,714.05	585	136.01	\$ 2,771.20
ASTUMBO ELEM	300	474.00	0	-	300	879.00	300	69.75	\$ 1,422.75
MACHANAO ELEM	258	407.64	0	-	258	755.94	258	59.99	\$ 1,223.57
ADACAO ELEM	258	407.64	0	-	258	755.94	258	59.99	\$ 1,223.57
TOTAL	6,782	10,715.56	753	602.40	7,537	22,083.41	7,537	1,752.35	\$ 35,153.72

(Handwritten signature)



Jon J.P. Fernandez
Superintendent of Education

GUAM HEAD START PROGRAM
DEPARTMENT OF EDUCATION
P.O. Box DE, Hagatna, Guam 96932
Tel: (671) 475-0484/5
Fax: (671) 477-1535
www.gdoe.net/headstart



Catherine M. Schroeder
Program Director, Head Start

Minutes
Guam Education Board Ad Hoc Advisory Committee
December 5, 2013

Attendance:

GEB Committee Members: Rosie Tainatongo, Dr. Jose Cruz
DOE Management: Lourdes Perez
HS Management: Cathy Schroeder

Agenda: Continuation from previous meeting

Reveiwed minutes of previous meeting: areas the committee plans to discuss and actions to be taken at this meeting.

Handout: Head Start Program organizational chart.

Discussion:

- a. Poor attendance of committee members: 4 excused absences.
- b. Organizational Chart: The request of the committee members was to include the DOE organizational chart to show the collaboration between divisions.
- c. Schools: "housing" Head Start and not responsible for the children or staff.
 1. Discussed the Dual Supervision listing; the original was in the Evergreen Study. The program Director informed the committee that she had updated the information and had mentioned this to the deputies at the last board meeting. The draft would be forwarded to the deputies for review.
 2. The program director summarized the grantee and program efforts to be more inclusive of the program and not be "housed."
- d. Discussed the status on the Policy Council's revisions of the Constitution and Bylaws: The first meeting was held on Tuesday December 3, with the second meeting planned immediately following this meeting.

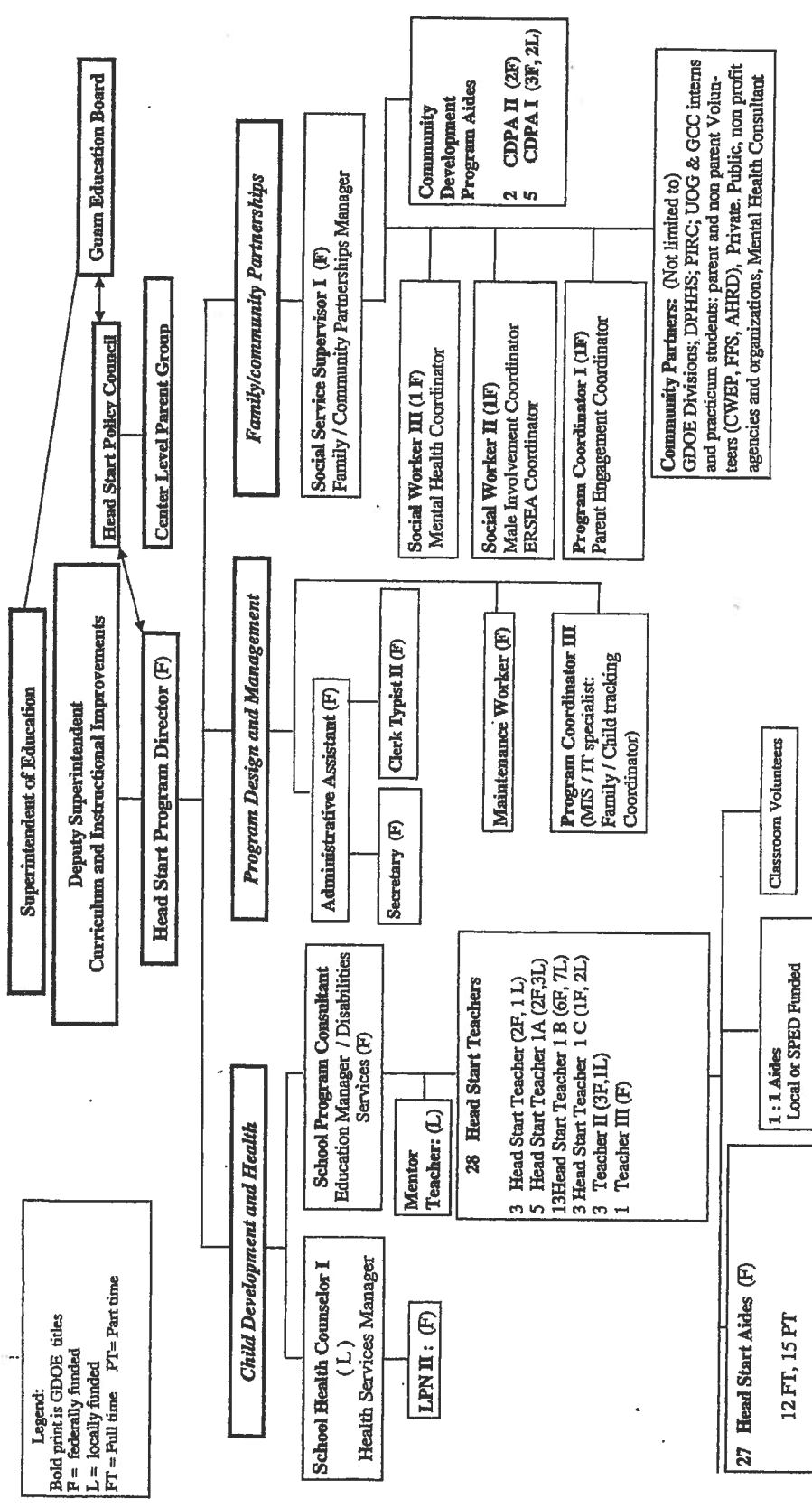
Dr. Cruz indicated the committee needed to review and approve the draft as part of the board oversight of the program. The director requested permission to discuss this with the Governance T/A person Noelle Granato as neither the Head Start Act nor Performance standards seem to specifically say the governing body approves and oversees the Policy Council operations.

Next Steps:

Lourdes Perez will provide the DOE organizational chart.
Program Director will forward the revised draft of the Dual Supervision

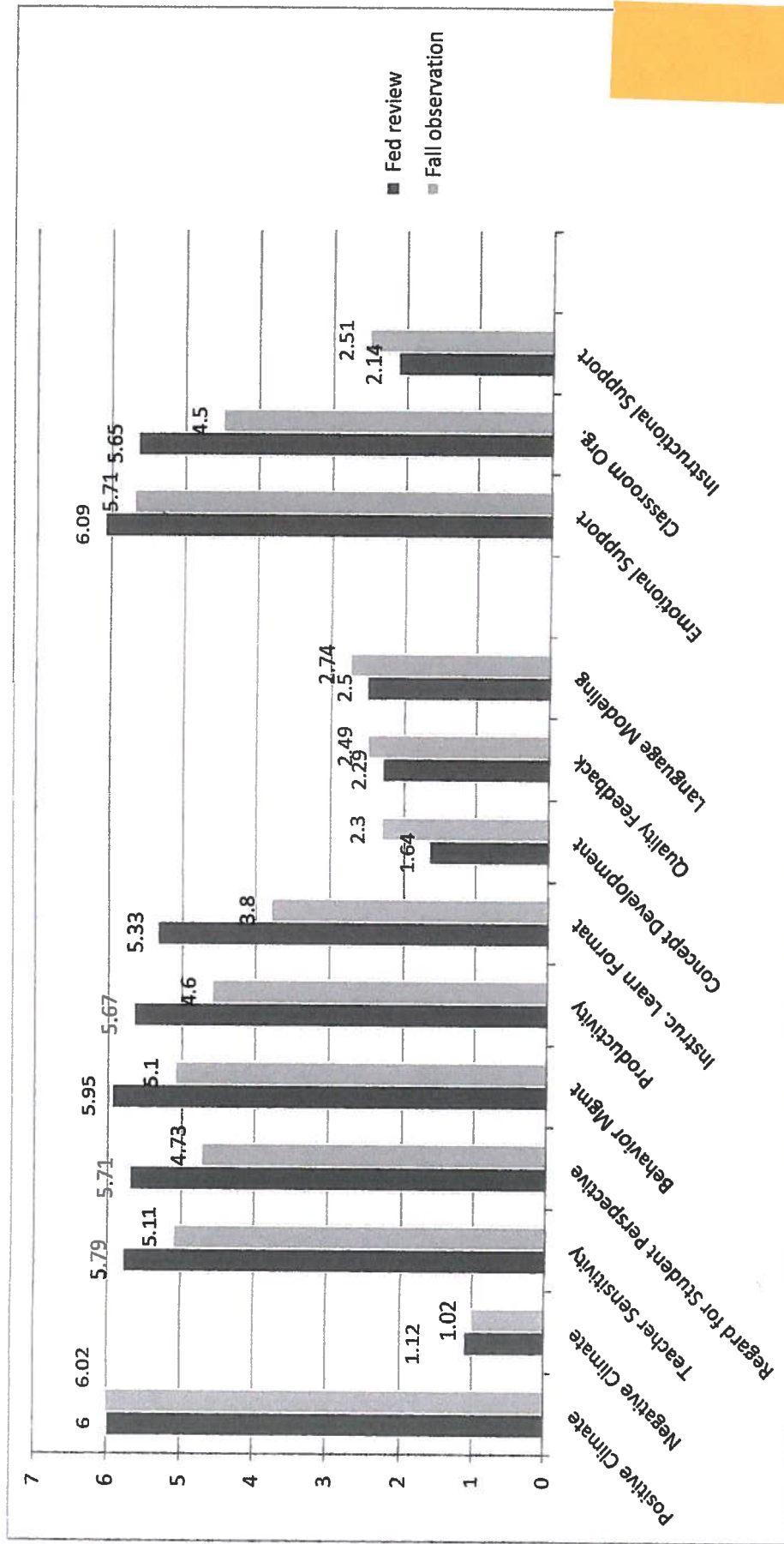
Next meeting: TBA after the holidays.

GUAM HEAD START PROGRAM
 Organizational Chart
 FY48 July 1, 2013-June 30, 2014/SY2013-2014
 March 25, 2013



Legend:
 Bold print is GDOE titles
 F = federally funded
 L = locally funded
 FT = Full time FT = Part time

Fall CLASS scores: Program wide compared to March 2013 Federal Review: Program emphasis has been on improving Instructional Supports:
 Based on the data staff will be working to improve their scores by the next observation in February / March



D2



ECLKC Home > Head Start > Director of the Office of Head Start > Office of Head Start Blog > Farewell

Farewell



By Yvette Sanchez Fuentes

Today is my last day serving as Director of the Office of Head Start. I know that the work of Head Start staff is not always easy, but I would remind you that the work you do every day changes the life of a child and their family. Together, over the last four years, we have enhanced the quality of Head Start to ensure that every child that walks through the door gets the quality Head Start experience that they deserve. Thank you for your continued commitment to children and families, and especially for the work that you do every day.

I leave you in good hands with Ann Linehan, who has been designated as the Acting Director.

As I walk out the door, I leave you with the words of Cesar Chavez, founder of the United Farm Workers:

"We cannot seek achievement for ourselves and forget about progress and prosperity for our community ... Our ambitions must be broad enough to include the aspirations and needs of others, for their sakes and our own."

Yvette Sanchez Fuentes is the national Director of the Office of Head Start.

Farewell. HHS/ACF/OHS. 2013. English.



JOSE Q. CRUZ, Ed. D.
Chairman

GUAM EDUCATION BOARD

P. O. Box DE
Hagåtña, Guam 96932
Telephone Numbers: (671) 300-1627/1629
Facsimile Number: (671) 472-5001
Website Address: www.gdoe.net/geb



PETER ALEXIS D. ADA
Vice-Chairman

REGULAR MONTHLY MEETING
TUESDAY, NOVEMBER 26, 2013
6 PM

B. P. CARBULLIDO ELEMENTARY SCHOOL CAFETERIA, BARRIGADA

VOTING MEMBERS

Peter Alexis D. Ada
Ronald A. Ayuyu
Lourdes M. Benavente
May A. Camacho
Jose Q. Cruz, Ed. D.
Maria A. Gutierrez
Barry L. Mead
Albert T. San Agustin
Francis E. Santos

EX-OFFICIO MEMBER

Maria Moeng (GWHS)
Monica Moeng (GWHS)
IBOGS Representatives

Doris Terlaje (OMS)
GFT Representative

EXECUTIVE SECRETARY

Jon J. P. Fernandez
GDOE Superintendent

MINUTES

I. MEETING CALL TO ORDER

Dr. Jose Q. Cruz, Chairman, called the meeting to order at 6:12 PM.

II. ROLL CALL OF MEMBERS

Mr. Jon J. P. Fernandez, superintendent and executive secretary, took the roll call. The following members were **present** for the meeting:

Voting Members:

Ada, Peter Alexis D. – Vice Chairman
Ayuyu, Ronald A.
Benavente, Lourdes M.
Camacho, May A.
Cruz, Dr. Jose Q. - Chairman
Gutierrez, Maria A.
Mead, Barry L.
San Agustin, Albert T.
Santos, Francis E.

Absent:

Moeng, Maria (GWHS) – IBOGS Representative, SY 2013 - 2014
Moeng, Monica (GWHS) – IBOGS Representative, SY 2013 – 2014
Terlaje, Doris (OMS) – GFT Representative (Effective 10/29/13)

The Superintendent announced that there is a quorum.

III. PUBLIC PARTICIPATION

Mr. Robert H. Malay, Deputy Superintendent of Assessment and Accountability, recognized the efforts of the GDOE schools and divisions in assisting with the relief and recovery efforts for the victims of Super Typhoon Yolanda in the Philippines. He reported that GDOE raised \$25,001.19 from a coin drive initiated by Superintendent Fernandez. Mr. Malay and the Board presented a certificate of appreciation to the public schools and the central offices that participated in the coin drive.

Mr. Mead stated that he will donate his stipend check in the amount of \$250.00. He challenged the Board members to meet or beat his donation. Dr. Cruz and Ms. Camacho said they will donate as well.

1 IV. APPROVAL OF MINUTES

2 1) Minutes of October 29, 2013 Regular Meeting

3
4 Mr. Santos moved, seconded by Ms. Camacho, to approve the minutes of October 29,
5 2013. There was no discussion or objection. The Board voted and unanimously approved
6 the minutes.
7

8 V. RECEIPT OF COMMUNICATIONS AND REPORTS

9 1) Superintendent's Report and Communication

10
11 The Superintendent thanked everyone who joined him at the 2013 State of Education Address
12 held on November 8, 2013 at the Southern High School Auditorium. A copy of the SEA report is
13 online at www.gdoe.net. In addition, he reported the following updates:

- 14 • **Simon Sanchez High School** – Government of Guam regulatory agencies conducted an
15 assessment of the Simon Sanchez High School facility (on November 16) and provided
16 GDOE guidance as to the health and safety issues/punch list that needs to be addressed.
17 DPW conducted a visual inspection of the SSSH and deemed that it was structurally safe
18 for occupancy. DPW recommended that a structural engineer be brought in to assess the
19 parapet. Mr. Chris Anderson, Administrator of Student Support Services, is detailed to
20 lead the coordination of all efforts at SSSH. The school was closed on November 22 and it
21 is scheduled to reopen on November 29. GDOE is looking at a few contingencies:
 - 22 ▪ Plan A - Address the significant portion of the findings and move towards an
23 inspection and hope that the SSSH will be fully opened;
 - 24 ▪ Plan B - Develop a plan for a modified double session at SSSH, in case partial
25 closure of the building is required; or
 - 26 ▪ Plan C - Full closure of the school and sharing a facility with F. B. Leon Guerrero
27 Middle School.
- 28 • **TB Testing at Luis P. Untalan Middle School** – Five new positive TB cases. The five
29 individuals are required to go through further testing before they are allowed back into the
30 school.
- 31 • **Collective Bargaining Agreement** – DOE recently updated and provided the information
32 requested by DOA (on November 26, 2013) relative to determining whether an election is
33 needed. DOA continues to wait for GFT to submit the membership cards.
- 34 • **Guahan Academy Charter School** – DOE sent a letter to Dr. Dwiggin, Principal of
35 GACS (on November 26, 2013) requesting for documents to help ensure the accuracy of
36 the invoices and to visit the school to audit the enrollment and student reports pertaining to
37 the validation of the invoices. The Board received a copy of the letter and GDOE is waiting
38 for input on how to proceed with this. To date, GDOE has not received a response from
39 GACS.
- 40 • **Financial Update** – A meeting was held with the Lieutenant Governor and
41 representatives from DOA, BBMR, and the Governor's Office to discuss DOE's budget
42 and finances. Dr. Cruz, Mr. Santos, and the DOE finance staff also attended the meeting.
43 The two issues that DOE, DOA and BBMR are trying to resolve at this time are: 1)
44 reconciling the FY 2013 cash requirements and 2) addressing DOE's cash flow needs on
45 a biweekly basis. Because of concerns about the budget and the cost of utilities, DOE
46 recently issued a directive to all schools to shut down the air conditioners, lights, and water
47 afterhours. DOE will be directly enforcing and monitoring the utility bills.
- 48 • **Solar Power Project** - DOE hopes to launch the solar power project soon, as a result of
49 the passage and signing of Bill No. 74 - 32. The bill gives DOE the authority to work
50 directly with the landlord to purchase solar power through a power purchase agreement
51 and to have the landlord responsible for installing the solar panels at the leased schools.
52 DOE is working with the Guam Education Financial Foundation to install solar panels that
53 will generate up to 80% of the department's utility needs and to contract them over a 25-
54 year period at a discount to GPA rates. In December, DOE will work on the details of a
55 potential agreement and hopefully pilot the project in the (leased) schools.
56

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- **Legislative Bills introduced as a result of the Simon Sanchez High School and facility discussions in the past few weeks:**
 - Bill No. 225 – 32 authorizes the long term lease, lease-back for a new or renovated building for SSHS. This will be financed by tax-exempt bonds and pledges funds from the property valuation of up to \$5.1 Million Dollars per year.
 - Bill No. 226 – 32 sets aside and appropriates \$500,000 from the Business Privilege Tax to develop a programing study and proposes a bridge financing mechanism to allow DOE to start on the implementation of financing a lease, lease-back mechanism for all public schools that will connect DOE from this current year to FY 2019. \$4.8 Million Dollars from a maturing bond was identified for this.

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The Superintendent invited the Board to join him at the following school events on November 27:

- **J. Q. San Miguel Elementary School’s Recognition Ceremony** at 8:30 AM. Harvest Christian Academy School developed and launched a volunteer tutoring program this year. Harvest partnered up with J.Q. San Miguel Elementary and tutored thirty (30) elementary students afterschool and then allowed the students to play soccer with the Crushers. As a result, a fifth grade student who resides in Toto Gardens will be recognized for her selection to the Guam Football Association National Team.
- **Luis P. Untalan Middle School’s groundbreaking ceremony** at 9:30 AM. The renovation of the LPUMS campus will be taking place over the next 240 days. The school is scheduled to be open in SY 2014. The contractor is BME. The architectural engineering is handled by Coeval. The project manager is Sodexo.

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Questions and concerns raised by the Board members (Mr. San Agustin, Mr. Ada, Mr. Mead, Mr. Ayuyu, and Ms. Gutierrez) included but are not limited to the following:

- **Simon Sanchez High School** - The need for more visibility of the management team at the school level (i.e. the school principal) with regard to addressing the problems at the school; the need to provide (the SSHS stakeholders) the schedule of makeup days; and whether DOE succeeded in getting a structural engineer because it was a civil engineer who did the look-see at the school.

The Superintendent explained that the principal of SSHS is working to address some of the school-based needs and Mr. Chris Anderson is assigned to SSHS to pull all of the activities together. With the school facilities, the principals are cheaply in charge of keeping their schools in compliance with the regulatory requirements. DOE will be confirming the makeup days soon and they will utilize the makeup days built into the Board-approved DOE Calendar for SY 2013. With regard to the structural engineer, there is only one licensed structural engineer on island and DOE is prepared to submit a request for the services to be provided.

- **School Readiness** - The lack of follow through on the deep cleaning of all schools; and to consider having deputy superintendents responsible for schools and an assistant deputy superintendent for elementary and secondary because it is a huge and cumbersome job for one person to do. (*Dr. Cruz referred this matter to the Personnel Subcommittee Chair, Ms. Gutierrez.*)

The Superintendent explained that there are two aspects for schools to be in compliance: 1) maintenance issues; and 2) school-based responsibility. He said the funding for facilities and maintenance is not based on any formula but rather info collected from the schools as to what their priority needs and repairs of major projects are. DOE requested approximately \$25 Million Dollars (for F&M) and for FY 2013, only \$3 Million Dollars was allocated to facilities and maintenance. The issue of funding maintenance issues is a challenge.

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- **Collective Bargaining Agreement** - The need for GFT to provide the information requested by DOA. The Chairman had previously suggested to the DOA Director to set a deadline for GFT.
 - **Professional Development** - The need to put together a list of public laws needing revisions such as eliminating the 21 pay periods with regard to calculating the annual school calendar, and to consider increasing the number of faculty duty days without increasing the number of instructional days in an effort to avoid further disruption of instructional time.

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11 The Superintendent stated that DOE works to continue to give the teachers and staff the support they need. However, with the limited time in the instructional calendar, and to provide the support they need, it is taking away classroom time and this is a challenge that the department recognizes.

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- **Guahan Academy Charter School** - The need to clarify the legality and the nonprofit status of the Guahan Academy Charter School. Dr. Cruz commented that they will let the Guam Legislature address the issues with GACS.
 - **Temporary Roadway** - The need to address the temporary roadway/exit – which has been an issue for over 2 years - at Price Elementary School because it difficult for vehicles to pass when it rains.

24 The Superintendent commented that the short term solution is to supply more gravel. The long term solution is to pave the road. DOE will try to identify the resources and get community partners to help as well.

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- **Laptops** - The status of the remaining DOE laptops for the students and to consider allowing both students and parents to use the laptops.

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31 The Superintendent explained that DOE is hesitant to put the laptops out without the mobile carts because of the inability to track or account for the fixed assets. The mobile carts are on order and will arrive in 4 – 6 weeks. He supports the idea about providing the laptops for parent use also if the schools are interested and have a space for parents to use the laptops to access PowerSchool. Of the 1,800 laptops, there are approximately 400 laptops left. DOE will provide a complete report about the laptops in early December.

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- **Power Consumption** - The need to manage and monitor power consumption in school; and the need to secure the main gates afterhours for safety reasons and to prevent vandalism.

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42 The Superintendent stated that there is a DOE-wide energy and water conservation because of the utility cost concerns. He said the rule is to shut off the utilities afterhours and then deal with the exceptions if it makes sense.

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- **District Action Plan** - The need to review and revise the District Action Plan which has been a 10-year project of DOE and the need to assess and measure students at each grade level and the possible need to address social promotion.

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50 The Superintendent stated that a work session - to discuss the District Action Plan - is being scheduled for the second week for December.

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53 **The Board had no further discussion or objection to accept and approve the Superintendent's report.**

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1 **2) Head Start Program Director's Report**

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3 Ms. Catherine Schroeder invited the Board members to participate in the program's annual self-
4 assessment which is a mini review process of the systems and services that the program
5 provides. She said the program is looking to complete this process by December 20, 2013 and
6 then have the report ready for the Board and the Head Start Policy Council by January. She will
7 meet individually with the Board members and division heads who are interested in participating in
8 the assessment.

9
10 **Questions and concerns raised by the Board members (Ms. Gutierrez, Mr. Mead, Mr. Ada,**
11 **and Dr. Cruz) about the Head Start report included but are not limited to the following:**

12 What the status is of the employee who suffered a stroke; what the program is doing to assist the
13 153 students who have a weight problem; how long the evaluations have been pending for
14 SpEd/disabilities services; the need to ensure that there is media coverage at the next parent
15 volunteer award ceremony; whether the program is part of the GCC early childhood education
16 curriculum; the need to address the baseline data for child outcomes specifically the domains with
17 below expectations; and whether the program received the van that they requested for.

18
19 Ms. Schroeder provided the following response to the Board's inquires. She said:

- 20 • The program is working with the employee to get a doctor's note stating that the
21 employee is unable to assume the duties of the Head Start aide position.
22 • The program has an active physical fitness and nutrition program available for the
23 students. Also, a notice was sent to the parents to seek medical attention for the child's
24 weight problem.
25 • The twenty-four (24) pending evaluations are initial intakes. The program is still collecting
26 the necessary documents (i.e. observations and assessments of the children) before they
27 make the referrals to Special Education. The program hopes to decrease the number of
28 pending evaluations within the next 60 days.
29 • She is a member of the GCC early childhood education advisory council.
30 • The below expectation means that there are certain activities that are at a developmental
31 age and expectation of growth in a variety of areas/domains. The program uses this
32 information to individualize the education of the children in the classroom. The program
33 prepares the report three times a year to compare the progress of the child. The next
34 report will be provided to the Board in March 2014.
35 • The program received the van and they are thankful that the Board and the Policy
36 Council approved it.

37
38 **The Board accepted the Head Start Program Director's report.**

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40 **Ad Hoc Advisory Committee for Head Start**

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42 Dr. Cruz reported that the Ad Hoc Advisory Committee members were appointed. They are: Ms.
43 Benavente, Mr. Mead, Mr. Joe S. San Agustin, Ms. Rosie Tainatongo, and Ms. Leticia Nauta,
44 Chairperson of the Policy Council. The Board was provided a copy of the appointment letter. Ms.
45 Schroeder will arrange the committee's next meeting.

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47 **VI. UNFINISHED BUSINESS**

48 **1) Board Policy 500, Emergency Response Procedures and Drills; and Board Policy 515,**
49 **Emergency Closing**

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51 Mr. Mead, Chair of the Safe and Healthy Schools Committee, and Deputy Malay, presented
52 Board Policies 500 and 515 for the Board consideration and for final reading.

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54 Mr. Malay stated that Policies 500 and 515 were reviewed by the committee in June 2013 and
55 then put forth for second reading in August and September 2013.

1 Mr. Mead stated that Board Policy 500 calls for an SOP no later than sixty days after the passing
2 of the policy and that the revisions of the SOP will address car theft and the assault of an
3 employee on campus. He also stated that Board Policies 505 and 510 (which are rescinded) are
4 incorporated in Board Policy 500.

5
6 **Mr. Mead moved, seconded by Mr. Ayuyu, to approve Board Policy 500. The Board voted**
7 **by show of hands and passed the motion (7-0).** (Ayes: Mr. Ada, Mr. Ayuyu, Ms. Benavente,
8 Ms. Camacho, Ms. Gutierrez, Mr. Mead, and Mr. San Agustin) Mr. Mead thanked Mr. Malay and
9 Mr. Bruce Williams, DOE Safety Administrator, for working with the committee to update the
10 policies.

11
12 Mr. Malay reported that the committee recommended no changes to **Board Policy 515,**
13 **Emergency Closing,** and to indicate that the policy was reviewed as of November 26, 2013.

14
15 Ms. Gutierrez requested that language be included in Board Policy 515 that the Chairman or Vice
16 Chairman of the Board shall be informed prior to declaring the emergency closing of the school(s).

17
18 Dr. Cruz asked how may this coincide or different (for the Superintendent) to execute policy.

19
20 Mr. Mead explained that Board Policy 200.1, *Superintendent Duties*, addresses the issue of the
21 Superintendent notifying the Board and that (the policy) is in line with other policies and public
22 laws as well. **The Board voted by show of hands and passed the motion (7-0) to approve**
23 **Board Policy 515.** (Ayes: Mr. Ada, Mr. Ayuyu, Ms. Benavente, Ms. Camacho, Ms. Gutierrez, Mr.
24 Mead, and Mr. San Agustin)

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26 **2) Guahan Academy Charter School, Update** (see Superintendent's report)

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28 **3) Superintendent's Evaluation Framework, Update**

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30 Ms. Gutierrez reported that she will work with the Superintendent on scheduling a work session to
31 discuss the timelines for the evaluation.

32
33 **4) Extension of TB Policy Suspension** (Ref: Board Policy 337, Health Requirements for Students)

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35 Mr. Mead commented about the death of a DOE employee (assigned to LPUMS) as a result of
36 TB. He mentioned that there are 154 people being tested (Nov. 26) for possible TB contact. He
37 said he sees no reason to suspend or extend the policy but rather the need to enforce the policy
38 for the safety, welfare and health of the students.

39
40 The Superintendent explained that the extension of TB policy suspension (for grades 6 and 9) is
41 already in place until January 2014 and that the intent is for the Board to make a determination
42 whether to extend it further. He said the complicated factors are: 1) the availability of supply to
43 administer the TB skin test and if the students do not meet that requirement technically they would
44 not be admitted into school; and 2) the Department of Public Health policy as to whether or not TB
45 tests are effective in diagnosing/preventing tuberculosis or outbreak in the school. He reported
46 that DOE has been engaged in conversations with the DPHSS and suggested that Mr. Gillan,
47 Director of DPHSS, address and share his thoughts with the Board before they make the final
48 determination on the issue.

50 VII. NEW BUSINESS

51 1) Committee Reports

- 52 a) **Executive Committee** (See Board Travel)
- 53 b) **Instructional and Academic Support Committee** (No Report)
- 54 c) **Safe and Healthy Schools Committee**
- 55 i. **Board Policy 400, Behavior Code**
- 56 ii. **Board Policy 407, SOP for Student Searches and Seizures**

- iii. **Board Policy 410, Corporal Punishment**
- iv. **Board Policy 435, Bus Conduct**

Mr. Mead presented, for first reading, the proposed revisions to Board Policies 400, 407, 410 and 435 as follow. He reported the following:

- Board Policy 400, Behavior Code – (no comment)
- Board Policy 407, Student Searches and Seizures – The SOP is current with most laws.
- Board Policy 410, Corporal Punishment – The proposed revision is, “*The Department of Education does not condone or use corporal punishment.*” The current policy allows for the school principal to administer corporal punishment if they deemed it necessary.
- Board Policy 435, Bus Conduct – The proposed policy includes a provision for the Superintendent to create an MOU with the Director of the Department of Public Works (relative to the transportation of students) i.e. to avoid bussing problems that occurred over the past few years and to resolve problems/issues about bus scheduling prior to it occurring.

Mr. Ada asked whether the bus shelters are covered under bus conduct.

Mr. Mead clarified that under the proposed policy they will have some rules established to include bus shelter. The proposed policy will also allow for Special Education buses to drop students at home; for DOE to establish an MOU with DPW, and to develop an SOP for bus conduct of students. The SOP will be included in the student and parent handbook as well.

There was no further discussion or objection from the Board to accept Board Policies 400, 407, 410 and 435 for first reading. The policies will be placed for second reading at the next meeting. Mr. Mead gave special attention to Deputy Superintendent Erika Cruz and her committee of principals who worked on the policies which he said is a culmination of two years of work.

d) Organizational Efficiency and Development Committee

Ms. Gutierrez requested that the Board members review the superintendent’s proposed evaluation outline that was provided to them (on October 25, 2013). Comments from the Board are due by the end of December. Ms. Gutierrez said they may have an issue in January because the Superintendent has an off-island trip scheduled.

2) NASBE Committees and Study Groups for 2014 (no discussion) and Board Travel

The Chairman asked the Board to affirm or rule to the contrary the request of Mr. Mead to attend the NASBE College and Career Readiness Policy Institute, *Implementing the Common Core State Standards*, scheduled for December 10, 2013 in Sacramento, California. He said the substance is that Mr. Mead may or may not be a Board member next year.

Mr. Mead clarified that the December trip is fully funded by NASBE and it’s for two people (from the Board) to attend the institute. He stated that he received permission from the Chairman, two months ago, to submit a registration form and to make airline reservations so he did. Also, that he spoke to the Governor’s Chief of Staff and the Governor’s Education Liaison about his desire to be reappointed. Mr. Mead expressed concern that (his travel) was not an issue until someone from the Board questioned whether or not he was going to be reappointed.

Board members questioned whether the Chairman is authorized to approve the travel outside of local funds and whether they should consider the issue moot because Mr. Mead’s term does not expire until next year.

1 The Superintendent clarified that all Board travel - whether federal or locally funded - is subject to
2 Board approval. Based on Board Policy 135, Board Members Off-Island Travel, "No Board
3 member shall take an off-island trip on Department of Education business using any public funds
4 unless approved by the Board." He said, in this instance, NASBE is allocating the funds to the
5 Board and the Board must decide how to use the funds.
6

7 Mr. Ayuyu expressed an interest to attend the NASBE conference but withdrew his request to
8 accommodate Mr. Mead who had already made his travel reservations.
9

10 **Mr. San Agustin moved, seconded by Ms. Benavente, for Dr. Cruz and Mr. Mead to travel.**
11 **The Board voted by show of hands and passed the motion. Ayes: Mr. San Agustin, Ms.**
12 **Camacho, Ms. Benavente, Mr. Mead, and Dr. Cruz.**
13

14 **VIII. EXECUTIVE SESSION - None**

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16 **IX. ANNOUNCEMENTS AND ADJOURNMENT**

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18 Dr. Cruz announced that there are rules governing the standards of professional conduct of Guam
19 educators and it looks like (DOE) is included in this.
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21 **The Board allowed for public participation at the tail end of the meeting.** Mr. Anthony Quitugua,
22 an insurance claims adjuster and the PTO President of Carbullido Elementary School, reported that on
23 the evening of November 19, 2013, PTO meeting, a parent almost tripped because he couldn't see the
24 stairs and there were no lights outside. He requested that DOE install four lights in the main parking lot
25 and one near the stairs to avoid any liability.
26

27 **There being no further discussion, the Chairman adjourned the meeting at 8:10 PM.**
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29 **MINUTES SUBMITTED BY:**

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33 **JOYCE L.G. KANESHIRO**
34 **Administrative Officer**

Date: December 11, 2013

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36 **MINUTES OF NOVEMBER 26, 2013 GEB REGULAR MEETING:**

- 37 () Approved as submitted
38 () Approved subject to corrections
39 () Other: _____
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44 **JOSE Q. CRUZ, Ed. D.**
45 **GEB Chairman**
Date: _____

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43 _____
44 **JON J. P. FERNANDEZ**
45 **Executive Secretary / DOE Superintendent**
Date: _____