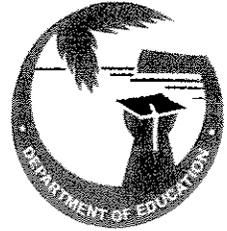




**DEPARTMENT OF EDUCATION  
OFFICE OF THE SUPERINTENDENT**

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



**JON J. P. FERNANDEZ**  
Superintendent of Education

October 19, 2015

33-15-0969

Office of the Speaker  
Judith T. Wons (P.H.D.)

Mr. Anthony C. Blaz  
Director  
Department of Administration  
P.O. Box 884  
Hagatña, Guam 96932

Date: 10-20-15

Time: 10:53 AM

Received By: [Signature]

**Re: Guahan Academy Charter School: FY 2015 September Allotment Request**

Dear Director Blaz,

Upon review of the Guahan Academy Charter School Fiscal Year 2015 September Allotment Request by our Internal Audit Office in collaboration with members of the Guahan Academy Charter School, I am unable to submit my verification of accuracy as required by Public Law 32-181, Chapter II, Section 2 in its entirety.

Our Internal Audit Office was able to validate \$341,810.56 of the invoiced total, please see attached verification report. This validation is based on actual invoices submitted to our Internal Audit Office on October 5, 2015.

Please advise my office if you have any further questions or concerns regarding this matter.

Sincerely,

[Signature]  
**JON J.P. FERNANDEZ**  
Superintendent of Education

Attachment

Cc: Chairman and Members, Guam Education Board  
Speaker, 33<sup>rd</sup> Guam Legislature  
Guahan Academy Charter School



**JON J. P. FERNANDEZ**  
Superintendent of Education

**DEPARTMENT OF EDUCATION  
INTERNAL AUDIT OFFICE**

500 Mariner Avenue, Barrigada, Guam 96913

Telephone: (671) 300-1336

Fax: (671) 472-5001

Email: [iao@gdoe.net](mailto:iao@gdoe.net)



**FRANKLIN  
COOPER-NURSE**  
Chief Internal Auditor

October 16, 2015

**MEMORANDUM**

To: Jon P. Fernandez  
Superintendent of Education

From: Franklin Cooper-Nurse  
Chief Auditor

Subject: September 2015 Review of Guahan Academy Charter School's Invoices

Hafa Adai,

The Internal Audit Office (IAO) has completed its review of Guahan Academy Charter School's allotment request for the month of September 2015. Please see the attached report for IAO's complete review and results.

Should you have any questions or concerns, please contact Joy Bulatao at 300-3695 or [jbulatao@gdoe.net](mailto:jbulatao@gdoe.net), and Franklin Cooper-Nurse at 300-1336 or [fkcooper-nurse@gdoe.net](mailto:fkcooper-nurse@gdoe.net).

Cc: Acting Deputy Superintendent of Assessment and Accountability  
Deputy Superintendent of Finance and Administrative Services

**Guam Department of Education  
 Internal Audit Office  
 Audit Review of Guahan Academy Charter School Invoices  
 For the Period of September 2015**

**Purpose:** To validate Guahan Academy Charter School's invoices for the month of September 2015.

**Source:** Elizabeth San Nicolas, Accountant for Guahan Academy Charter School

**Prepared by:** Franklin Cooper-Nurse, Chief Auditor for Guam Department of Education  
 Joy Bulatao, Auditor for Guam Department of Education

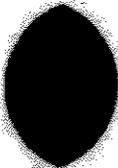
**Results:** Pursuant to Public Law (PL) 32-219, upon receipt of invoices, the Guam Department of Education (GDOE) shall verify invoices for accuracy and report its finding to the Department of Administration (DOA) within ten (10) calendar days. Internal Audit Office (IAO)'s review focused on validation of September 2015 expenditures. The results were as follows:

**Table 1: September 2015 Invoices**

Object Class	A	B	C	(A-B)
	GACS Drawdown	Submitted Invoices	IAO's Validation	Variance
1 Personnel Salaries	\$ 134,292.79	\$ 134,292.79	\$ 134,292.79	\$ -
2 Benefits	\$ 20,516.59	\$ 26,133.58	\$ 20,248.87	\$ (5,616.99)
3 Travel	\$ -	\$ -	\$ -	\$ -
4 Contractual	\$ 167,261.48	\$ 171,161.48	\$ 162,313.08	\$ (3,900.00)
5 Supplies & Materials	\$ 20,410.48	\$ 42,310.33	\$ 6,126.83	\$ (21,899.85)
6 Advertising	\$ -	\$ -	\$ -	\$ -
7 Power	\$ 9,766.91	\$ 9,766.91	\$ 9,766.91	\$ -
8 Water	\$ 755.87	\$ 755.87	\$ 755.87	\$ -
9 Telephone & Wireless	\$ 4,356.21	\$ 4,356.21	\$ 4,356.21	\$ -
10 Miscellaneous	\$ 3,950.00	\$ 3,950.00	\$ 3,950.00	\$ -
<b>TOTAL</b>	<b>\$ 361,310.33</b>	<b>\$ 392,727.17</b>	<b>\$ 341,810.56</b>	<b>\$ (31,416.84)</b>

On October 5, 2015, the IAO received DOA's transmittal for Guahan Academy Charter School (GACS)'s September 2015 Allotment Request of \$361,310.33 and invoices, from the Office of the Superintendent. Although GACS submitted \$392,727.17 in invoices, the IAO found duplicate invoices and expenditures without complete supporting documentation. *As a result, the IAO validated \$341,810.56 of GACS' submitted invoices, for the month of September 2015.*

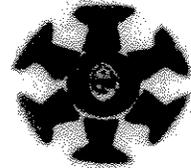
Additionally, the IAO identified a total variance of \$(31,416.84) primarily due to benefits, contractual, and supplies and materials exceeding budget request and approved funding.



**Eddie Baza Cabre**  
 Governor  
**Ray Tamarie**  
 Lieutenant Governor

**Department of Administration**  
 (DIPATAMENTON ATEMENSTRASION)  
**DIRECTOR'S OFFICE**  
 (LAFISINAN DIREKTOT)

Post Office Box 884 Hagåtña, Guam 96932  
 Tel. (871) 475-1101/1260 Fax: (871) 477-8788



**Anthony C. Blaz**  
 Director

**OCT 02 2015**

**Mr. Jon Fernandez**  
 Superintendent  
 Guam Department of Education  
 P.O. Box DE  
 Hagåtña, Guam 96932

**RE: Guahan Academy Charter School – September 2015 Allotment Request**

*Buenas yon Hoja Adoi:*

Pursuant to Public Law 32-181, Chapter II, Part I, we are submitting Guahan Academy Charter School's (GACS) allotment request for the month of September for Fiscal Year 2015. We are transmitting the request together with the supporting documents provided by GACS for your review and immediate action.

Should you have any further questions or concerns, please contact, Michael Cabral at 475-1144

*Si Yu'os Mase!*

*Sensuramento.*

**Anthony C. Blaz**  
 Director

Attachment

Department of Education	
Office of the Superintendent	
DATE: 10/5/15	TIME: 10:30 am
Rec'd By: Lehani Cruz	
Print Name	Signature



**GUAHAN  
ACADEMY  
CHARTER SCHOOL**

**Business & Finance Office**

**Accountant  
Elizabeth M. San Nicolas**

**DATE: September 30, 2015**

**TO: Anthony Diaz  
Director, Department of Administration**

**FROM: Elizabeth M. San Nicolas, Accountant   
Guahan Academy Charter School Incorporated**

**RE: September 2015 Allotment Request**

Attached are all relevant documents to support the September 2015 Allotment Request for the Guahan Academy Charter School Incorporated.

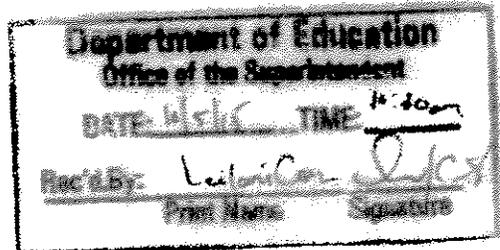
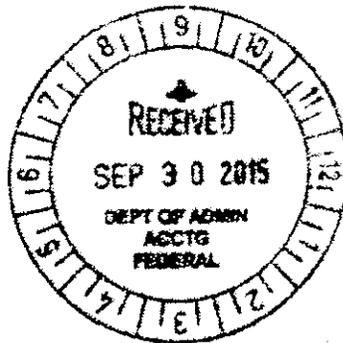
A copy of these materials will also be submitted to the GDOE IAO.

Thank you for your most kind time and cooperation.

Suite 12, Castle Mall,  
University Drive, Mangilao  
GU 96915  
(671) 979-1063/1066 Ext. 3  
(671) 734-1066  
Direct: (671) 998-1887  
[accountant@guahanacademy.org](mailto:accountant@guahanacademy.org)

**Mailing Address**  
P.O. Box CS  
Hagatna, GU 96932

[www.guahanacademy.org](http://www.guahanacademy.org)





FUNCTION: Guahan Academy Charter School, Inc.  
SEPTEMBER 2015 ALLOTMENT REQUEST

INVOICE: GACS 09-2015

AUTHORITY: Public Law 32-219

BE IT ENACTED BY THE PEOPLE OF GUAM

Section 1. Section 2 of Part 1, Chapter II of Public Law 32-181, is hereby amended to read:

Section 2. Notwithstanding any provision of law, for the School Year 2014-2015, pursuant to Title 17 GCA, Chapter 12, 12116, the Department of Administration (DOA) is hereby authorized and directed to deduct Five Thousand Five Hundred Dollars (\$5,500) per enrollee of Academy Charter Schools chartered by the Guam Academy Charter Schools Council, not to exceed six hundred students for the Guahan Academy Charter School and three hundred fifty-eight (358) students for the iLearn Academy Charter School chartered by the Guam Academy Charter Schools Council during the school year 2014-2015, from the total General Fund appropriation in Section 1 of this Part of this Chapter to the GDOE, based on the actual enrollment at the time, multiplied by the per pupil cost, as established in this Section. Each Academy Charter School shall submit a monthly invoice to the DOA. Upon receipt of said invoice, the DOA shall remit it to the GDOE. Upon receipt of the remitted invoice, the GDOE shall verify the invoice for accuracy and report its findings within ten (10) days of receipt of said invoice to the DOA prior to the release of funds. If the GDOE fails to report its findings, the invoiced amount received by the DOA shall be automatically transmitted to each Academy Charter School.

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
PERSONNEL SALARIES	111	\$134,292.79
PERSONNEL BENEFITS	112	\$20,516.59
CONTRACTUAL	230	\$167,261.48
MATERIALS & SUPPLIES	240	\$20,410.48
MISCELLANEOUS	290	\$3,950.00
POWER	361	\$9,766.91
WATER	362	\$755.87
TELEPHONE & WIRELESS	363	\$4,356.21
	<b>TOTAL</b>	<b>\$361,310.33</b>