

DEPARTMENT OF EDUCATIONOFFICE 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



March 30, 2017

DEPARTMENT OF ADMINISTRATION

MAR 3 1 2017

Ms. Christine W. Baleto Director Department of Administration P.O. Box 884 Hagatña, Guam 96932

Re: iLearn Academy Charter School: FY 2017 ~ April 2017 Allotment Request

Hafa Adai Director Baleto,

Upon review of the iLearn Academy Charter School April 2017 Allotment Request by our Internal Audit Office in collaboration with members of the iLearn Academy Charter School, I am able to submit my verification of accuracy as required by Public Law 33-185, Chapter II, Section 2, in its entirety.

Our Internal Audit Office was able to validate \$253,419.36 for personnel salaries, benefits, A+contract, and miscellaneous expense; please see attached verification report. This validation is based on actual invoices submitted to our Internal Audit Office on March 24, 2017.

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

Senseramente,

JON J.P. FERNANDE

Superintendent of Education

Attachment

Speaker Benjamin J.F. Cruz

Cc:

Chairman and Members, Guam Education Board

Speaker, 34th Guam Legislature iLearn Academy Charter School

MAR 3 1 2017

Time: 123 [JAM H Fiff Sile No.

Received By:



DEPARTMENT OF EDUCATION INTERNAL AUDIT OFFICE

500 Mariner Avenue, Barrigada, Guam 96913 Telephone: (671) 300-1336 Fax: (671) 472-5001 Email: iao @gdoe.net



March 30, 2017

MEMORANDUM

To:

Jon J.P. Fernandez

Superintendent of Education

From:

Franklin Cooper-Nurs

Chief Auditor

Subject:

Review of iLearn Academy Charter School Invoices for the month of April 2017

Hafa Adai,

The Internal Audit Office (IAO) has completed its review of iLearn Academy Charter School's allotment request for the month of April 2017. Please see the attached report for the results of IAO's review.

Should you have any questions or concerns, please contact Anissa Acfalle at 300-1532 or acacfalle a gdoe.net, and Franklin Cooper-Nurse at 300-1336 or fitcooper-nurse a gdoe.net.

Cc: Deputy Superintendent of Finance and Administrative Services

Guam Department of Education **Internal Audit Office** Audit Review of iLearn Academy Charter School Invoices For the Period of April 2017

Purpose:

To validate iLearn Academy Charter School invoices for the month of April 2017

Source:

Helen Nishihira, Principal for iLearn Academy Charter School

Nina Doromal, Business Manager for iLearn Academy Charter School

Prepared by: Franklin Cooper-Nurse. Chief Auditor for Guam Department of Education

Anissa Acfalle, Audit Staff for Guam Department of Education

Results:

Pursuant to Public Law (PL) 33-185, upon receipt of invoices, the Guam Department of Education (GDOE) shall verify invoices for accuracy and report its findings to the Department of Administration (DOA) within ten (10) calendar days. Internal Audit Office (IAO)'s review focused on validation of April 2017 expenditures. The results are as follows:

Table 1: April 2017 Invoice Summary

| 7th Drawdown | [A] | | [B] | | [C] |
|------------------------|----------------------|----|-----------------------|----|---------------------|
| Object Class | il cam's Drawdown | | Submitted Invoices | | IAO's Validation |
| Personnel Salaries | \$ 74,607.33 | \$ | 74,607.33 | \$ | 74,607.33 |
| Benefits | 5,212.03 | | 5,212.03 | | 5,212.03 |
| Contractual | - | | • | | • |
| A+ Contract | 170,000.00 | | 170,000.00 | | 170,000.00 |
| Supplies & Materials | • | | - | | - |
| Workmen's Compensation | - | | • | | • |
| Miscellaneous | 3,600.00 | | 3,600.00 | | 3,600.00 |
| Total | \$253,419.36 | S | 253,419.36 | 5 | 253,419,36 |

On March 24, 2017, IAO received DOA's transmittal of iLearn's seventh drawdown for FY 2017 April allotment request of \$253,419.36 and invoices, from the Office of the Superintendent. The IAO validated \$253,419.36 of iLearn's submitted invoices for the month of April. Refer to Table 2 on page 3. for a summary of the invoices submitted to the IAO.

Tuble 2: April 2017 Invoice Detail

| A London | Moth Press Of | OSCHOLD Ref. | ReC | Vendy | Description | Mission | invice invice involce | hydic | 2 | | Validated |
|----------|---------------|------------------------------|-------|--|--|--|-----------------------|-----------------------|-------|------------|---------------------------|
| | Remark | and Use | | | | TABLET | Anther Day | Magain | = | | Unount |
| ٧Ľ | Monthly | 111 Personnel | 62.1 | CE2.1 Sanford Technology Group LLC PPE 47/17 | 71/1/17 344 | 179984-(H3 3/9/2017 \$ 37,941.60 \$ 37,941.60 | 3/9/2017 | \$ 37,94 | H.66 | <u>ن</u> م | 37,944.60 |
| Apr | Monthly | III Personnel | 6-2.2 | G-2.2 Sanford Technology Group ELC PPE 4/21/17 | | 179993-04J 3/10/2017 \$ 36,662.73 \$ 36,662.73 | 3/10/2017 | \$ 36,66 | 2.73 | بمن | 36,662.73 |
| Apr. | Monthly | Apr Monthly 112 Benefits | 63.1 | CE3.1 Sanford Technology Group LLC 12PE 47/17 | PPE 477/17 | 179984-04J 3/9/2017 S 2,610,98 S | 3/9/2017 | \$ 2,61 | 86.0 | ~ | 2,610.98 |
| VIII. | Monthly | Arr Monthy 112 Benefits | 63.2 | G-3.2 Sanford Technology Group LLC 1919; 4/21/17 | PPE 421/17 | 179993-049 3710/2017 \$ | 3/10/2017 | | 1.05 | s, | 2,601.05 \$ 2,601.05 |
| Apr | Monthly | 233 A+ Contract | ij | Apr. Mouthly 233 A+ Contract C+4.1 Saint Paul Christian School | A+ Education Infrastructure Apr 2017 April | Apr 2017 | April | S 170,000 | 00.00 | <u>~</u> | S 170,000.00 S 170,000.00 |
| Apr | Mouthly | 290 Miscellaneous | 6-5.1 | Apr. Monthly 290 Miscellaneous (C-5.1 il earn Academy Charter Schwol Extended Learning | | Apr 2017 April | | S 3,600.00 S 3,600.00 | 0.00 | S | 3,600,00 |
| | | | | | | | Tentset | 1FE5C 3 | 95.0 | 2 | AF 91 119 36 92 91 19 36 |

Per PL 33-185, Chapter II Education, Section 2, the iLearn Academy Charter School is not to exceed the enrollment cap of five hundred (500) students for School Year (SY) 2016-2017. As of February 17, 2017, total enrollment reported for grades K-5th totaled 485 and averaged 468 students. Refer to Table 3 below, for a summary of it earn's reported enrollment data.

Table 3: SY 2016-2017 Enrollment Summary



Department of Administration (DIPATTAMENTON ATEMENSTRASION) DIRECTOR'S OFFICE

(UFISINAN DIREKTOT)
Post Office Box 884 Hagatña, Guam 96932
Tel: (671) 475-1101/1250 Fax: (671) 477-6788



Christine IV. Baleto
Director
Vincent P. Arriola
Deputy Director

Department of Education
Office of the Apparintendent
Data
Time:

March 22, 2017

Mr. Jon J.P. Fernandez Superintendent Guam Department of Education 500 Mariner Avenue Barrigada, Guam 96913-1608

RE: iLearn Academy Charter School - April 2017 Allotment Request

3/24/17

Buenas yan Hafa Adai:

Pursuant to Public Law 33-185, Chapter II, Part I, we are submitting iLearn Academy Charter School's allotment request for the month of April for Fiscal Year 2017. Herewith are the supporting documents provided by iLearn Academy Charter School for your review and immediate action.

Should you have any further questions or concerns, please contact, Mary Grace Edrosa at 475-1283

Si Yu'os Maase!

Sensaramente,

Christine W. Baleto

Director

RECEIVED

Internal Audit Office Oliver 3/24/17

Attachment •



256 Chalan Pale, Ramon Ilaya, Yigo Guam 1671-989-3789 or 1671-989-3799

March 20, 2017

To: Mr. Joseph Sanchez

Acting Superintendent, GDOE

Mr. Franklin Cooper-Nurse Chief Auditor (IAO), GDOE

Ms. Anissa Acfalle Audit Staff, GDOE

From: Mrs. Helen Nishihira

Authorized Board Member, iLearn Academy Charter School

Mrs. Nina Doromal Field

Business Manager, iLearn Academy Charter School

Re: INVOICES

Please see attached copy of the invoices:

- 1) A+ Invoice (APRIL 2017)
- 2) Personnel Salaries: PPE 04/07, 04/21
- 3) Employee Benefits: PPE 04/07, 04/21
- 4) Extended Learning April 2017

If you have any questions, please contact us via email at hnishihira.ileam@gmail.com or nina.doromal@gmail.com.

Sincerely,

Mrs. Helen Nishihira

Authorized Board Member, iLearn Academy Charter School

Mrs. Wina Doromal Field

Busifiess Manager, iLearn Academy Charter School



256 Chalan Pale, Ramon Haya, Yigo Guam

FUNCTION: iLearn Academy Charter School APRIL 2017 Allotment Request

INVOICE: ILACS FY 2017-04-2017

AUTHORITY: P.L. 33-185, Chapter II, Section 2

Section 2. Notwithstanding any provision of law, for the School Year 2016-2017, pursuant to § 12116(e), Chapter 12, Title 17 GCA, the Department of Administration (DOA) is hereby authorized and directed to deduct Six Thousand Five Hundred Dollars (\$6,500) per enrollee of the Academy Charter Schools chartered by the Guam Academy Charter Schools Council not to exceed seven hundred forty (740) students for the Gudhan Academy Charter School and five hundred (500) students for the ILearn Academy Charter School, as recommended by the Guam Academy Charter Schools Council from the total General Fund appropriation in Section 1 of this Part of this Chapter to 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 DOA. Upon receipt of said invoice, DOA shall remit it to GDOE.

Upon receipt of the remitted invoice, GDOE shall verify the invoice for accuracy and report its findings within ten (10) days of receipt of said invoice to DOA prior to the release of funds. If GDOE fails to report its findings, the invoiced amount received by DOA shall be automatically transmitted to each Academy Charter School

| CLASSIFICATION | ACCOUNT CODE | TOTAL REQUESTED |
|---------------------|------------------------------|-----------------|
| TOTAL FUNDING AVAIL | ABLE: \$6,500 X 500 Students | |
| Personnel | 111 | \$ 74,607.33 |
| Employee Benefits | | \$ 5,212.03 |
| Extended Learning | | \$ 3,600 |
| A+ Contract | 233 | \$ 170,000 |

MARCH 2017 ALLOTMENT REQUEST:

\$ 253,419.36

| 7 | GOVERNMENT OF GUAM | | REQUEST FOR | | | |
|--------|--|--|--|--|--|--|
| | DEPARTMENT OF ADMINISTRATION * FINANCIAL MANAGEMENT SYSTEM | | DIRECT PAYMENT | | | |
| 夢 | · · · · · · · · · · · · · · · · · · · | DOCUMENT NO.: | | | | |
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| | - - | ment Request for APRIL 2017 | | | | |
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| APPI | ROVING OFFICIAL | du i | | | | |
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| CER | ITIFICATION OF FUNDS AVAILABLE | anguar Line | Date: | | | |
| HEI | LEN NISHIHIRA - AUTHORIZED BOARD MEMBER | Hmhha: | Merch 20, 2017 | | | |
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Seath Academy Charter School Incomes Data as of February 17, 2017

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