



DEPARTMENT OF EDUCATION  
OFFICE OF THE SUPERINTENDENT

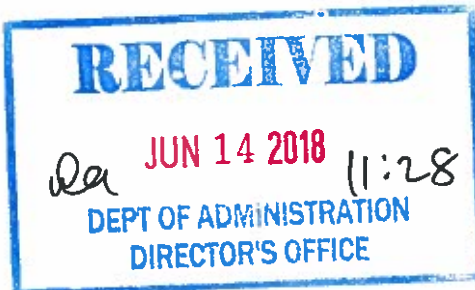


www.gdoe.net  
500 Mariner Avenue  
Barrigada, Guam 96913  
Telephone: (671) 300-1547/1536 • Fax: (671) 472-5001  
Email: jonfernandez@gdoe.net

JON J.P. FERNANDEZ  
Superintendent of Education

June 8, 2018

Mr. Edward Birn  
Director  
Department of Administration  
P.O. Box 884  
Hagatña, Guam 96932



Re: Guahan Academy Charter School: FY 2017 September 2017 (#7) Allotment Request

Hafa Adai,

Upon review of the Guahan Academy Charter School Fiscal Year 2017 September 2017 (#7) Allotment Request by our Internal Audit Office in collaboration with members of the Guahan Academy Charter School Incorporated, I am unable to submit my verification of accuracy as required by Public Law 33-185, Chapter II, Section 3 in its entirety.

Our Internal Audit Office was able to validate \$0 of the invoiced total. Please see the attached verification report. This validation is based on actual invoices submitted to our Internal Audit Office on June 6, 2018.

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

Sincerely,

Speaker Benjamin J.F. Cruz

Jon J.P. Fernandez  
Superintendent of Education

JUN 14 2018

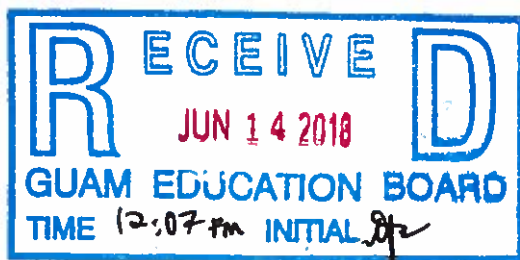
Time: 10:32 AM [ ] PM File No. \_\_\_\_\_

Received By:

Attachment

Cc: Chairman and Members, Guam Education Board  
Speaker, 34th Guam Legislature  
Guahan Academy Charter School

*Handwritten notes:*  
6/11/18





**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



**FRANKLIN  
COOPER-NURSE**  
Chief Internal Auditor

June 8, 2018

**MEMORANDUM**

**TO:** Jon J.P. Fernandez, Superintendent of Education

**CC:** Taling M. Taitano, Deputy Superintendent of Finance and Administrative Services

**FROM:** Franklin J.T. Cooper-Nurse, Chief Auditor, Internal Audit Office

**SUBJECT:** September 2017 Review of Guahan Academy Charter School Inc.'s Invoices

Hafa Adai,

The Guam Department of Education (GDOE) Internal Audit Office (IAO) has completed its review of Guahan Academy Charter School (GACS)'s seventh allotment request for September 2017. GDOE (IAO) is authorized by Public Law (PL) 33-185 to verify charter school invoices for accuracy and report its findings within 10 days.

On June 6, 2018, IAO received the Department of Administration's transmittal for GACS's September 2017 #7 Allotment Request of \$11,524.98. The IAO was not able to validate GACS's submitted invoices due to an incomplete procurement record and a questionable method of source selection; and an improper contract extension of a request for quotation. These invoices were previously submitted and not validated in IAO's April 2018 (Special #5) and March 2018 (Partial #1) validation reports.

**Table 1: September 2017 Allotment Request Invoices (#7)**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>(B-C) = D</b>
<b>Object Class</b>	<b>GACS Drawdown</b>	<b>Submitted Invoices</b>	<b>IAO Validation</b>	<b>Difference</b>
Supplies and Materials	\$ 11,524.98	\$ 11,524.98	\$ -	\$ 11,524.98
<b>TOTAL</b>	<b>\$ 11,524.98</b>	<b>\$ 11,524.98</b>	<b>\$ -</b>	<b>\$ 11,524.98</b>

PL 33-185 provides \$6,500 for each student up to 740 students or a total of \$4,810,000. For FY 2017, IAO validated \$4,763,883.38 of expenditures, leaving an unexpended balance of \$46,116.62. As of September 30, 2017, 990 students were enrolled in GACS. See Tables 2 and 3.

**Table 2: FY 2017 Validation Summary**

Month	A		B		C		(B-C) = D
	GACS Drawdown		Submitted Invoices		IAO's Validation	Difference	
October 2016 (Partial and Final)	\$ 801,410.41	\$	801,410.41	\$	800,083.21	\$	1,327.20
November 2016	\$ 340,264.80	\$	340,264.80	\$	340,264.80	\$	-
December 2016	\$ 358,117.00	\$	358,117.00	\$	358,117.00	\$	-
January 2017	\$ 466,237.42	\$	466,237.42	\$	466,237.42	\$	-
February 2017	\$ 440,597.67	\$	440,597.67	\$	427,256.40	\$	13,341.27
March 2017	\$ 304,482.97	\$	304,482.97	\$	295,460.97	\$	9,022.00
April 2017 (Partial)	\$ 333,691.59	\$	330,624.81	\$	329,099.31	\$	1,525.50
April 2017 (Final)	\$ 133,953.71	\$	134,553.71	\$	133,953.71	\$	600.00
May 2017	\$ 248,969.83	\$	248,969.83	\$	248,969.83	\$	-
June 2017	\$ 305,491.85	\$	305,909.95	\$	304,190.11	\$	1,719.84
July 2017 (Partial)	\$ 448,231.17	\$	448,231.17	\$	115,406.17	\$	332,825.00
July 2017 (Final)	\$ 341,828.53	\$	341,828.53	\$	316,828.53	\$	25,000.00
August 2017 (Partial)	\$ 160,177.71	\$	160,177.71	\$	148,867.19	\$	11,310.52
August 2017 (Final)	\$ 346,066.61	\$	346,066.27	\$	267,366.71	\$	78,699.56
September 2017 (Partial)	\$ 164,926.45	\$	165,233.49	\$	151,425.35	\$	13,808.14
September 2017 (Final)	\$ 100,739.79	\$	100,739.79	\$	36,047.47	\$	64,692.32
September 2017 (2nd Final)	\$ 48,499.31	\$	48,499.31	\$	17,947.24	\$	30,552.07
September 2017 (3rd Final)	\$ 47,395.25	\$	47,395.25	\$	1,892.52	\$	45,502.73
May 2018 (Special #9)	\$ 12,000.00	\$	12,000.00	\$	-	\$	12,000.00
April 2018 (Special #7)	\$ 5,656.83	\$	5,656.83	\$	-	\$	5,656.83
September 2017 (#4)	\$ 5,517.87	\$	5,517.87	\$	4,469.44	\$	1,048.43
September 2017 (#7)	\$ 11,524.98	\$	11,524.98	\$	-	\$	11,524.98
<b>Total (FY 2017)</b>	<b>\$5,425,780.75</b>	<b>\$</b>	<b>\$5,424,039.77</b>	<b>\$</b>	<b>\$4,763,883.38</b>	<b>\$</b>	<b>\$660,156.39</b>

Per PL 33-185 (FY 2017; SY 2016-2017)

Funding Per Student	\$ 6,500
Maximum Enrollment	740
GACS Maximum Budget	\$ 4,810,000

FY 2017 Year-to-Date

GACS Max. Budget	\$4,810,000.00
IAO's Validation	4,763,883.38
Remaining Funds	\$ 46,116.62

**Table 3: FY 2017 GACS Enrollment**

Months	Grade Level															Total
	1	2	3	4	5	6	7	8	9	10	11	12	K	PK		
Oct-16	87	75	81	57	49	76	53	55	25	23	27	16	102	-	726	
Nov-16	84	75	81	57	51	73	49	55	26	24	27	16	98	-	716	
Dec-16	85	76	81	57	51	71	48	55	25	22	29	16	98	-	714	
Jan-17	85	76	81	60	50	72	48	55	25	21	27	15	97	-	712	
Feb-17	85	76	81	61	52	70	45	55	25	22	27	16	95	-	710	
Mar-17	85	76	81	62	53	71	47	55	25	22	27	16	94	-	714	
Apr-17	87	77	81	61	53	71	48	55	26	22	26	15	93	-	715	
May-17	97	87	78	81	64	58	74	50	58	28	22	32	5	-	734	
Jun-17	90	88	78	85	67	65	75	49	56	28	23	30	18	-	752	
Jul-17	92	100	100	98	79	92	90	55	53	36	28	34	52	71	980	
Aug-17	90	104	104	102	83	105	93	58	50	36	30	35	64	71	1,025	
Sep-17	85	100	101	98	79	96	92	56	47	34	30	35	70	67	990	
Average	88	84	86	73	61	77	64	54	37	27	27	23	74	70	843	

Should you have any questions or concerns, please contact Leana Willless at 300-3697 or [lmwillless@gdoe.net](mailto:lmwillless@gdoe.net), and Franklin Cooper-Nurse at 300-1336 or [fitcooper-nurse@gdoe.net](mailto:fitcooper-nurse@gdoe.net).

Appendix 1: GACS September 2017 (#7) Allotment Request Invoices

Object Code and Class	Reference	Vendor	Invoice #	Invoice Date	Invoice Amount	Validated	Validated Amount
230 Contractual	V-2.1	Burger Comer Magliari	17AU89785	10/6/2017	\$ 4,124.98		\$ -
230 Contractual	V-2.2	Velma A. Sabian, Ph.D.		2/27/2018	\$ 7,400.00		\$ -
						Total	\$ -



Eddie Baza Calvo  
Governor  
Ray Tenorio  
Lieutenant Governor

Department of Administration  
(DIPATTAMENTON ATEMENSTRASION)  
**DIRECTOR'S OFFICE**  
(UFISINAN DIREKTOT)

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



Edward Birn  
Director  
Vincent P. Arriola  
Deputy Director

June 5, 2018

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

*Fwd to IAO.*  
*JTS*  
*6/6/18*

Department of Education	
Office of the Superintendent	
DATE: 6/6/18	TIME: 11:03am
Rec'd. by: <i>Christie Sobol</i>	
Print Name	Signature

RE: Guahan Academy Charter School – September 2017 Allotment Request#7

*Buenas yan Hafa Adai:*

Pursuant to Public Law 33-42, Chapter II, Part I, we are submitting Guahan Academy Charter School's partial allotment for Fiscal Year 2018. Herewith are the supporting documents provided by Guahan 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!*

*Sensayante.*

*[Handwritten Signature]*  
Edward Birn  
Director

*✓* Attachments



**GUAHAN  
ACADEMY  
CHARTER SCHOOL**

DATE: May 31, 2018

TO: Edward Birn  
Director,  
Department of Administration

FROM: Badette Lacap  
Senior Accountant  
Guahan Academy Charter School Incorporated

RE: FY 2016-2017 - ALLOTMENT REQUEST # 07

Attached are all relevant documents to support the GACS Sept 2017 Allotment Request # 07 for Guahan Academy Charter School Incorporated.

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

Thank you for your time and consideration.

CC: Board of Trustees

GDOE IAO

Department of Administration  
Customer Service

MAY 31 2018

4:50

Customer Service



**GOVERNMENT OF GUAM**  
DEPARTMENT OF ADMINISTRATION  
FINANCIAL MANAGEMENT SYSTEM

**REQUEST FOR DIRECT  
PAYMENT**

DOCUMENT NO.: \_\_\_\_\_

URGENT - EXPEDITE PAYMENT     KEY & RELEASE - A S A P

<b>PAYEE:</b> Guahan Academy Charter School P.O. Box CS Hagatna, GU 96932	<b>VENDOR NUMBER:</b> G0016588
--	-----------------------------------

Department of Administration  
Division of Accounts

**JUN 04 2018**  
4:50  
Customer Service

**PURPOSE:**  
**SEPT 2017 ALLOTMENT REQUEST # 07**  
**FY 2016-2017**

TRAN CODE	ACCOUNT NUMBER	AMOUNT	Invoice
190	5639A179964GA201-290	\$ 11,524.98	SEPT 2017 ALLOTMENT REQUEST # 07
			FY 2016-2017
<b>TOTAL</b>		<b>\$ 11,524.98</b>	

**CHECK APPROPRIATE BOX BELOW:**

- ACCOUNT NUMBER IS CORRECT       JOB ORDER NUMBER IS CORRECT       INSUFFICIENT FUNDS  
 PRIOR REFERENCE IS CORRECT       VENDOR NUMBER IS CORRECT  
 OVERRIDE IS AUTHORIZED       SUFFICIENT FUNDS

I CERTIFY THAT GOODS/SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT PAYMENT IS PROPER AS PER THE ATTACHED DOCUMENTS.  
 I CERTIFY THAT A VALID LIABILITY EXIST BY REASON OF WITHHOLDING, OVERPAYMENT AND THAT PAYMENT IS PROPER AS PER THE ATTACHED DOCUMENTS.

PREPARED BY:

APPROVING OFFICIAL:	Signature	Date
Badette Lacap, Senior Accountant		May 31, 2018
FINANCE & PROCUREMENT COMMITTEE	Signature	Date
CERTIFICATION OF FUNDS AVAILABLE:		May 31, 2018
Henrick M. Eveluck, Acting Chairman	Signature	Date
FINANCE & PROCUREMENT COMMITTEE		

**GUAHAN ACADEMY CHARTER SCHOOL**  
**Allotment Summary**

**SEPT 2017 ALLOTMENT REQUEST # 07**  
**FY 2016-2017**

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
PERSONNEL SALARIES	111	
PERSONNEL BENEFITS	114	
CONTRACTUAL	230	\$ 11,524.98
MATERIALS & SUPPLIES	240	
WORKMAN'S COMP & GEN LAB	270	
DRUG TESTING	271	
MISCELLANEOUS	290	
POWER	361	
WATER	362	
TELEPHONE & WIRELESS	363	
<b>TOTAL</b>		<b>\$ 11,524.98</b>

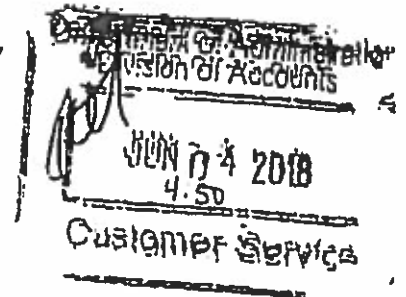
Department of Administration  
 Division of Accounts  
**JUN 04 2018**  
 4:50  
 Customer Service





**GUAHAN  
ACADEMY  
CHARTER SCHOOL**

FUNCTION: Guahan Academy Charter School, Inc.  
FY 2016-2017 - ALLOTMENT REQUEST # 07  
INVOICE: GACS FY 2016-2017-09-2017-07  
AUTHORITY: Public Law 33-185



BE IT ENACTED BY THE PEOPLE OF GUAM

Section 1. Section 2 of Part 1, Chapter II of Public Law 33-185, is hereby *amended to read*:

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 Academy Charter Schools chartered by the Guam Academy Charter Schools Council, *not to exceed* seven hundred forty (740) students for the *Guahan* Academy Charter School and five hundred (500) students for the *iLearn* Academy Charter School, as recommended by the Guam Academy Charter School Council 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, 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 the GDOE fails to report its findings, the invoiced amount received by DOA shall be automatically transmitted to each Academy Charter School.