



DEPARTMENT OF EDUCATION  
OFFICE OF THE SUPERINTENDENT



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Barrigada, Guam 96913  
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Email: jonfernandez@gdoe.net

JON J.P. FERNANDEZ  
Superintendent of Education

August 24, 2018

Speaker Benjamin J.F. Cruz

*Received GAES  
Leah D. 8/24/18  
9:10am*

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

AUG 27 2018  
Time: 9:25 AM | PM File No. 34 3022  
Received By: [Signature]

Re: Guahan Academy Charter School: FY 2018 August 2018 (Partial #2) Allotment Request

Hafa A dai,

Upon review of the Guahan Academy Charter School Fiscal Year 2018 August 2018 (Partial #2) 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 34-42, Chapter II, Section 3 in its entirety.

Our Internal Audit Office was able to validate \$42,076.74 of the invoiced total. Please see the attached verification report. This validation is based on actual invoices submitted to our Internal Audit Office on August 16, 2018.

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

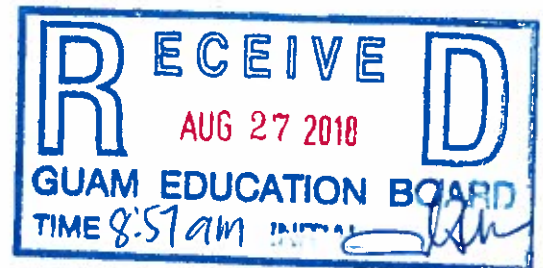
Sincerely,

Jon J.P. Fernandez  
Superintendent of Education



Attachment

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





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

**DEPARTMENT OF  
EDUCATION  
INTERNAL AUDIT OFFICE**

501 Mariner Avenue, Barrigada, Guam 96913  
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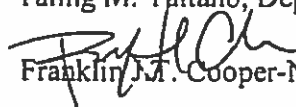
**FRANKLIN  
COOPER-NURSE**  
Chief Internal Auditor

August 24, 2018

**MEMORANDUM**

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

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

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

**SUBJECT:** August 2018 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 second partial allotment request for August 2018. GDOE (IAO) is authorized by Public Law (PL) 34-42 to verify charter school invoices for accuracy and report its findings within 10 days.

On August 16, 2018, IAO received the Department of Administration's transmittal for GACS's August 2018 Partial #2 Allotment Request of \$57,076.74. IAO was able to validate \$42,076.74 of GACS's submitted invoices. GACS requested to drawdown \$50,000 for an installment payment for its Barrigada land purchase. However, the remaining balance on the property is \$35,000, therefore IAO was unable to validate \$15,000.

**Table 1: August 2018 Allotment Request Invoices (Partial #2)**

	A	B	C	(B-C) = D
<b>Object Class</b>	<b>GACS Drawdown</b>	<b>Submitted Invoices</b>	<b>IAO's Validation</b>	<b>Difference</b>
Contractual	\$ 50,000.00	\$ 50,000.00	\$ 35,000.00	\$ 15,000.00
Power	\$ 5,658.83	\$ 5,658.83	\$ 5,658.83	\$ -
Water	\$ 1,417.91	\$ 1,417.91	\$ 1,417.91	\$ -
<b>TOTAL</b>	<b>\$ 57,076.74</b>	<b>\$ 57,076.74</b>	<b>\$ 42,076.74</b>	<b>\$ 15,000.00</b>

PL 34-42 provides \$6,500 for each student up to 740 students or a total of \$4,810,000. However, due to revenue shortfalls from tax cuts, GACS's Fiscal Year (FY) 2018 appropriations were

IAO Memorandum – GACS August 2018 Partial #2 Validation

August 24, 2018

Page 2 of 4

reduced by \$416,719<sup>1</sup> for a revised appropriation of \$4,393,281. For FY 2018, IAO validated \$3,673,156.73 of expenditures, leaving a balance of \$720,124.27 of unexpended funds. As of August 25, 2018, 711 students were enrolled in GACS. See Tables 2 and 3.

Table 2: FY 2018 Validation Summary

	A	B	C	(B-C) = D
Month	GACS Drawdown	Submitted Invoices	IAO's Validation	Difference
Oct 2017 (Partial)	\$ 223,949.48	\$ 223,949.48	\$ 223,949.48	\$ -
Oct 2017 (Partial #2)	\$ 181,025.77	\$ 181,025.77	\$ 116,189.14	\$ 64,836.63
Nov 2017 (Partial)	\$ 109,713.81	\$ 109,713.78	\$ 109,713.78	\$ -
Nov 2017 (Partial #2)	\$ 110,662.47	\$ 110,662.47	\$ 110,662.47	\$ -
Dec 2017 (Partial)	\$ 125,065.99	\$ 125,065.99	\$ 125,065.99	\$ -
Dec 2017 (Partial #2)	\$ 113,142.58	\$ 113,142.58	\$ 105,782.74	\$ 7,359.84
Dec 2017 (Partial #3)	\$ 468,515.60	\$ 468,515.60	\$ -	\$ -468,515.60
Dec 2017 (Partial #4)	\$ 179,258.25	\$ 179,258.25	\$ 179,258.25	\$ -
Jan 2018 (Partial #1)	\$ 146,654.61	\$ 146,654.61	\$ 122,064.36	\$ 24,590.25
Dec 2017 (Final)	\$ 182,255.86	\$ 182,255.56	\$ 178,264.76	\$ 3,990.80
Jan 2018 (Partial #2)	\$ 350,000.00	\$ 350,000.00	\$ -	\$ 350,000.00
Jan 2018 (Partial #3)	\$ 107,998.48	\$ 107,998.48	\$ 107,998.48	\$ -
Jan 2018 (Partial #4)	\$ 206,542.11	\$ 206,283.83	\$ 206,079.23	\$ 209.60
Feb 2018 (Partial #1)	\$ 124,744.17	\$ 124,744.17	\$ 124,744.17	\$ -
Feb 2018 (Partial #2)	\$ 243,880.82	\$ 243,880.82	\$ 243,880.82	\$ -
Mar 2018 (Partial #1)	\$ 188,314.19	\$ 188,314.19	\$ 180,914.19	\$ 7,400.00
Mar 2018 (Partial #2)	\$ 142,191.57	\$ 142,191.57	\$ 142,191.57	\$ -
Mar 2018 (Special #2)	\$ 170,484.19	\$ 170,484.19	\$ -	\$ 170,484.19
April 2018 (Partial #1)	\$ 204,677.70	\$ 204,677.70	\$ 204,677.70	\$ -
April 2018 (No. 3)	\$ 104,800.00	\$ 104,800.00	\$ -	\$ 104,800.00
April 2018 (Special #4)	\$ 50,173.75	\$ 50,173.75	\$ -	\$ 50,173.75
April 2018 (Partial #2)	\$ 125,858.12	\$ 125,837.92	\$ 125,342.16	\$ 515.76
April 2018 (Special #5)	\$ 4,124.98	\$ 4,124.98	\$ -	\$ 4,124.98
April 2018 (Special #6)	\$ 8,000.00	\$ 8,000.00	\$ -	\$ 8,000.00
April 2018 (Partial #3)	\$ 14,809.14	\$ 14,041.40	\$ 13,240.90	\$ 800.50
May 2018 (Partial #1)	\$ 105,617.14	\$ 105,617.14	\$ 105,617.14	\$ -
April 2018 (Special #3)	\$ 13,026.00	\$ 13,026.00	\$ -	\$ 13,026.00
May 2018 (Special #10)	\$ 48,000.00	\$ 48,000.00	\$ -	\$ 48,000.00
May 2018 (Partial #2)	\$ 158,403.19	\$ 158,003.19	\$ 156,638.94	\$ 1,364.25
May 2018 (Partial #3)	\$ 17,700.37	\$ 17,700.37	\$ 17,700.37	\$ -
May 2018 (Partial #5)	\$ 103,488.65	\$ 103,483.65	\$ 103,488.65	\$ -
May 2018 (Partial #6)	\$ 92,457.50	\$ 92,457.50	\$ -	\$ 92,457.50
June 2018 (Partial #1)	\$ 14,342.50	\$ 14,342.50	\$ -	\$ 14,342.50
June 2018 (Partial #2)	\$ 184,486.82	\$ 184,487.12	\$ 168,673.37	\$ 15,813.75
June 2018 (Partial #3)	\$ 96,418.68	\$ 96,418.63	\$ 95,622.52	\$ 796.16
June 2018 (Partial #4)	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 150,000.00
July 2018 (Partial #2)	\$ 142,777.52	\$ 142,777.52	\$ 142,777.52	\$ -
July 2018 (Partial #1)	\$ 14,000.00	\$ 14,000.00	\$ -	\$ 14,000.00
July 2018 (Partial #3)	\$ 27,226.83	\$ 27,226.83	\$ 16,189.58	\$ 11,037.25
July 2018 (Partial #4)	\$ 33,222.53	\$ 33,222.53	\$ 15,023.60	\$ 18,198.93
July 2018 (Partial #5)	\$ 19,201.89	\$ 19,201.89	\$ -	\$ 19,201.89
July 2018 (Partial #6)	\$ 89,723.41	\$ 89,723.41	\$ 89,723.41	\$ -
August 2018 (Partial #1)	\$ 102,880.84	\$ 102,880.84	\$ 99,604.70	\$ 3,276.14
August 2018 (Partial #2)	\$ 57,076.74	\$ 57,076.74	\$ 42,076.74	\$ 15,000.00
<b>Total (FY 2018)</b>	<b>\$5,356,894.30</b>	<b>\$5,355,473.05</b>	<b>\$3,673,156.73</b>	<b>\$1,682,316.32</b>

<sup>1</sup> Bureau of Budget and Management Research (2018, January 24). *FY 2018 general fund appropriation reductions-tax cuts and jobs act of 2017*

		GACS Max. Budget	\$ 4,810,000.00
		Less: Appropriations reduction	(416,719.00)
Funding Per Student	\$ 6,500	Revised Budget	\$ 4,393,281.00
Maximum Enrollment	740	Less: IAO's Validations	(3,673,156.73)
GACS Maximum Budget	\$ 4,810,000	Remaining Funds	\$ 720,124.27

Table 3: FY 2018 GACS Enrollment

Months	Grade Level															Total
	1	2	3	4	5	6	7	8	9	10	11	12	K	PK		
Oct-17	82	97	99	94	77	91	87	56	42	33	31	34	69	65	957	
Nov-17	81	96	97	94	75	91	85	56	42	33	30	34	67	65	946	
Dec-17	81	96	96	93	75	90	84	55	41	31	30	35	67	64	938	
Jan-18	77	95	95	92	74	89	84	54	41	31	29	31	67	64	923	
Feb-18	76	93	93	90	72	88	81	52	41	30	28	32	66	64	906	
Mar-18	76	92	93	88	72	87	79	52	41	30	28	32	62	63	895	
Apr-18	76	91	92	88	72	87	79	51	41	30	28	32	60	63	890	
May-18	76	90	92	88	72	87	79	49	41	30	27	32	59	61	883	
Jun-18	75	90	91	87	72	87	79	49	41	30	27	32	59	61	880	
Jul-18	50	58	74	77	77	65	74	76	27	37	27	26	43	-	711	
Aug-18	50	58	74	77	77	65	74	76	27	37	27	26	43	-	711	
Average	73	87	91	88	74	84	80	57	39	32	28	31	60	52	876	

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

Appendix I: GACS August 2018 (Partial #2) Allotment Request Invoice

Object Code and Class	Reference	Vendor	Invoice #	Invoice Date	Invoice Amount	Validated	Validated Amount
230 Contractual	AR-2.1	George V. Cruz	18-008	8/1/2018	\$ 50,000.00		\$ 35,000.00
						Subtotal	\$ 35,000.00
361 Power	AR-3.1	Guam Power Authority	858 34632608738	8/7/2018	\$ 4,757.22	✓	\$ 4,757.22
361 Power	AR-3.2	Guam Power Authority	858 56272646099	8/7/2018	\$ 901.61	✓	\$ 901.61
						Subtotal	\$ 5,658.83
362 Water	AR-4.1	Guam Waterworks Authority	533307960681	8/3/2018	\$ 33.45	✓	\$ 33.45
362 Water	AR-4.2	Guam Waterworks Authority	029549189318	8/3/2018	\$ 1,384.46	✓	\$ 1,384.46
						Subtotal	\$ 1,417.91
						Total	\$ 42,076.74



Eddie Baza Calvo  
Governor  
Ray Tenorio  
Lieutenant Governor

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



Edward Bim  
Director  
Vincent P. Arriola  
Deputy Director

August 15, 2018

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

*Fwd to IAO.  
of 8/17/18*

**RE: Guahan Academy Charter School – August 2018 (Partial#2) Allotment Request**

*Buenas yun Hafa Adai:*

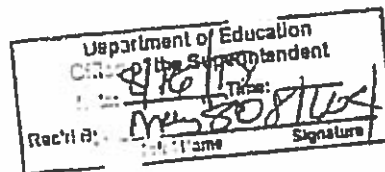
Pursuant to Public Law 33-42, Chapter II, Part I, we are submitting Guahan Academy Charter School's partial allotment request for the month of August for Fiscal Year 2018. Herewith are the supporting documents provided by Guahan Academy Charter School for your review and immediate action.

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

*Si Yu'os Mause!*

*Sensaramente,*

*gan*  
  
Edward Bim  
Director



*/* Attachments



**GUAHAN  
ACADEMY  
CHARTER SCHOOL**

DATE: August 14, 2018

TO: Edward Birn  
Director,  
Department of Administration

FROM: Badette Lacap  
Senior Accountant  
Guahan Academy Charter School Incorporated

RE: August 2018 - Allotment Request (Partial # 2)

Attached are all relevant documents to support the August 2018 Allotment Request (Partial # 2) 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  
Wilfred Aflague, CFO  
GDOE IAO

P.O. Box CS  
Hagatna, Guam 96932  
Tel. No. (671) 734-1066



**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
--	---------------------------------------

**PURPOSE:**  
  
**August 2018 - Allotment Request (Partial # 2)**

SI	ACCOUNT NUMBER	AMOUNT	DESCRIPTION
190	5639A189964GA201-290	\$ 57,076.74	August 2018 - Allotment Request (Partial # 2)
<b>TOTAL</b>		<b>\$ 57,076.74</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
<u>Badette Lacap, Senior Accountant</u>		August 14, 2018
FINANCE & PROCUREMENT COMMITTEE	Signature	Date
CERTIFICATION OF FUNDS AVAILABLE:		
<u>Hentrick M. Eveluck, Acting Chairman</u>		August 14, 2018
FINANCE & PROCUREMENT COMMITTEE	Signature	Date





**GUAHAN  
ACADEMY  
CHARTER SCHOOL**

FUNCTION: Guahan Academy Charter School, Inc.  
AUGUST 2018 -ALLOTMENT REQUEST (Partial # 2)

INVOICE: GACS FY 2017-2018-08-2018-002

AUTHORITY: Public Law 34-42

Department of Administration  
Department of Accounts

8 15 2018

*Farron*  
Customer Services

**BE IT ENACTED BY THE PEOPLE OF GUAM**

Section 1. Section 2 of Part 1, Chapter II of Public Law 34-42, is hereby amended to read:

Section 2. Notwithstanding any provision of law, for the School Year 2017-2018, 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.

**GUAHAN ACADEMY CHARTER SCHOOL**

**Allotment Summary**

**August 2018 - Allotment Request (Partial # 2)**

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
PERSONNEL SALARIES	111	\$ -
PERSONNEL BENEFITS	114	\$ -
CONTRACTUAL	230	\$ 50,000.00
MATERIALS & SUPPLIES	240	\$ -
WORKMAN'S COMP & GEN LIAB	270	\$ -
DRUG TESTING	271	\$ -
MISCELLANEOUS	290	\$ -
POWER	361	\$ 5,658.83
WATER	362	\$ 1,417.91
TELEPHONE & WIRELESS	363	\$ -
<b>TOTAL</b>		<b>\$ 57,076.74</b>