



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

December 29, 2017

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

 **GUAHAN ACADEMY CHARTER SCHOOL**
Received By: John D. Cruz
Date: 1/2/18 Time: 10:40am

DEPARTMENT OF ADMINISTRATION

DEC 29 2017
DIRECTOR'S OFFICE

Re: Guahan Academy Charter School: FY 2018 December 2017 (Partial #3) Allotment Request


Hafa Adai Director Baletto,

Upon review of the Guahan Academy Charter School Fiscal Year 2018 December 2017 (Partial #3) 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 \$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 December 22, 2017.

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

Sincerely,


Jon J.P. Fernandez
Superintendent of Education

RECEIVED
JAN 02 2018
GUAM EDUCATION BOARD
TIME INITIAL MW

Attachment

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

Speaker Benjamin J.F. Cruz

JAN 02 2018
Time: 1005 AM () PM File No. _____
Received By: [Signature]



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

December 29, 2017

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: December 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 third partial allotment request for December 2017. 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 December 22, 2017, IAO received the Department of Administration's transmittal for GACS's December 2017 Partial #3 Allotment Request of \$468,515.60. The IAO validated \$0 of GACS submitted invoices due to ongoing concerns relative to procurement and compliance to established laws.

Table 1: December 2017 Allotment Request Invoices (Partial #3)

Object Class	A	B	C	(B-C) = D
	GACS Drawdown	Submitted Invoices	IAO's Validation	Difference
1 Personnel Salaries	\$ -	\$ -	\$ -	\$ -
2 Benefits	\$ -	\$ -	\$ -	\$ -
3 Contractual	\$468,515.60	\$468,515.60	\$ -	\$ 468,515.60
4 Supplies & Materials	\$ -	\$ -	\$ -	\$ -
5 Student Material	\$ -	\$ -	\$ -	\$ -
6 Power	\$ -	\$ -	\$ -	\$ -
7 Water	\$ -	\$ -	\$ -	\$ -
8 Telephone & Wireless	\$ -	\$ -	\$ -	\$ -
9 Miscellaneous	\$ -	\$ -	\$ -	\$ -
TOTAL	\$468,515.60	\$468,515.60	\$ -	\$ 468,515.60

PL 34-42 provides \$6,500 for each student up to 740 students or a total of \$4,810,000. For Fiscal Year (FY) 2018, IAO validated \$791,363.60 of expenditures, leaving a balance of \$4,018,636.40 of unexpended funds. As of December 20, 2017, 945 students were enrolled in GACS. See Tables 2 and 3.

Table 2: FY 2018 Validation Summary

Month	A	B	C	(B-C) = D
	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
Total (FY 2018)	\$ 1,332,075.70	\$ 1,332,075.67	\$ 791,363.60	\$ 540,712.07

Per PL 34-42 (FY 2018; SY 2018-2019)

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

Year-to-Date

GACS Max. Budget	\$ 4,810,000.00
IAO's Validation	\$ 791,363.60
Remaining Funds	\$ 4,018,636.40

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	97	94	75	91	85	56	42	33	30	34	67	64	945
Average	81	96	98	94	76	91	86	56	42	33	30	34	68	65	949

Should you have any questions or concerns, please contact Leana Willess at 300-3697 or lmwilless@goe.net, and Franklin Cooper-Nurse at 300-1336 or fjcooper-nurse@goe.net.

Appendix: GACS December 2017 (Partial #3) Allotment Request Invoices

Object Code and Class Reference	Vendor	Invoice #	Invoice Date	Invoice Amount	Validated Amount
230 Contractual	G-2.1 Rex International	063017-02	6/30/2017	\$468,515.60	\$ -
					\$ -



Eddie Baza Calvo
Governor
Ray Tenorio
Lieutenant Governor

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

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



Christine W. Baleto
Director
Vincent P. Arriola
Deputy Director

December 21, 2017

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

Forward to IAD

[Handwritten signature]

12/21/17

Department of Education	
Office of the Superintendent	
DATE: 12/22/17	TIME: 8:47am
Rec'd by: Christi	7/22/202
Print Name	Signature

RE: Guahan Academy Charter School – December 2017 (Partial#3) Allotment Request

Buenas yan 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 December 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 Muase!

Sensaramente,

[Handwritten signature]

Christine W. Baleto
Director



GUAHAN ACADEMY CHARTER SCHOOL

BOARD OF TRUSTEES

OFFICERS AND MEMBERS

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Chairwoman

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Dr. Jacqui D. Cyrus
Member

Mary B. Mafnas, Principal
Ex-Officio Member

COMMITTEES

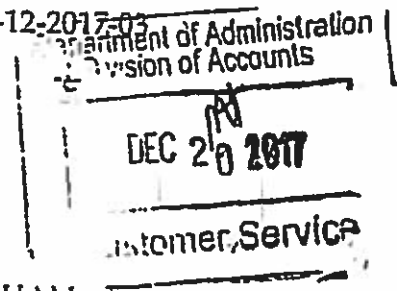
- Executive
- Board Governance and Policy
- Finance and Procurement
- Grants and Development
- Government and Public Affairs
- Human Resources
- Special Education
- Technology

P.O. Box CS
Hagatna, Guam 96932
(671) 979-1065/6
info.gacsbob@gmail.com

FUNCTION: Guahan Academy Charter School, Inc.
DECEMBER 2017 -ALLOTMENT REQUEST
(Partial #3)

INVOICE: GACS FY 2017-2018-12-2017-03
Department of Administration
Division of Accounts

AUTHORITY: Public Law 34-42



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 20167-2018, 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 reports its findings, the invoiced amount received by DOA shall be automatically transmitted to each Academy Charter School.



**GUAHAN
ACADEMY
CHARTER SCHOOL**

BOARD OF TRUSTEES

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Hentrick M. Eveluck
Vice Chairman

Rowena S. Zacarias
Secretary

Victor A. Perez
Treasurer

Dr. Jacqui D. Cyrus
Member

Mary B. Mafnas, Principal
Ex-Officio Member

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Grants and Development
Government and Public Affairs
Human Resources
Special Education
Technology

P.O. Box CS
Hagatna, Guam 96932
(671) 979-1065/6
info.gacsbot@gmail.com

DATE: December 20, 2017

TO: Christine Won Pat Baleto
Director,
Department of Administration

FROM: Al Erguiza
Procurement & Audit Manager
Guahan Academy Charter School Incorporated

RE: December 2017 - Allotment Request (Partial #3)

Attached are all relevant documents to support the December 2017 Allotment Request (Partial #3) 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



GOVERNMENT OF GUAM
 DEPARTMENT OF ADMINISTRATION
 FINANCIAL MANAGEMENT SYSTEM

REQUEST FOR DIRECT PAYMENT

DOCUMENT NO: _____

URGENT - EXPEDITE PAYMENT

KEY & RELEASE - A S A P

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

PURPOSE:
 Dec 2017 - Allotment Request (Partial #3)

TRAN CODE	ACCOUNT NUMBER	AMOUNT	Invoices
190	5639A179964GA201-290	\$ 468,515.60	Dec 2017 - Allotment Request (Partial #3)
TOTAL		\$ 468,515.60	

CHECK APPROPRIATE BOX BELOW

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> ACCOUNT NUMBER IS CORRECT | <input type="checkbox"/> JOB ORDER NUMBER IS CORRECT | <input type="checkbox"/> INSUFFICIENT FUNDS |
| <input checked="" type="checkbox"/> PRIOR REFERENCE IS CORRECT | <input type="checkbox"/> VENDOR NUMBER IS CORRECT | |
| <input type="checkbox"/> OVERRIDE IS AUTHORIZED | <input type="checkbox"/> 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

AI Erguiza, Procurement & Audit Manager

AI Erguiza
Signature

December 20, 2017

Date

FINANCE & PROCUREMENT COMMITTEE

CERTIFICATION OF FUNDS AVAILABLE

VICTOR A. PEREZ, COMMITTEE CHAIR

Victor A. Perez
Signature

December 20, 2017

Date

FINANCE & PROCUREMENT COMMITTEE

GUAHAN ACADEMY CHARTER SCHOOL

Allotment Summary

December 2017 - Partial #3

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
PERSONNEL SALARIES	111	\$ -
PERSONNEL BENEFITS	114	\$ -
CONTRACTUAL	230	\$ 468,515.60
MATERIALS & SUPPLIES	240	\$ -
WORKMAN'S COMP & GEN LIAB	270	\$ -
DRUG TESTING	271	\$ -
MISCELLANEOUS	290	\$ -
POWER	361	\$ -
WATER	362	\$ -
TELEPHONE & WIRELESS	363	\$ -
TOTAL:		\$ 468,515.60

Department of Administration
 Division of Accounts
 DEC 20 2017
 Customer Service



DEPARTMENT OF EDUCATION OFFICE OF THE SUPERINTENDENT



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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

December 29, 2017

DEPARTMENT OF ADMINISTRATION

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

DEC 29 2017

DIRECTOR'S OFFICE

Received By: *Leah D. P.*
Date: *1/2/18* Time: *10:16am*

Re: Guahan Academy Charter School: FY 2018 December 2017 (Partial #4) Allotment Request

Hafa Adai Director Baleta,

Upon review of the Guahan Academy Charter School Fiscal Year 2018 December 2017 (Partial #4) Allotment Request by our Internal Audit Office in collaboration with members of the Guahan Academy Charter School Incorporated, I am able 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 \$179,258.25 of the invoiced total. Please see the attached verification report. This validation is based on actual invoices submitted to our Internal Audit Office on December 22, 2017.

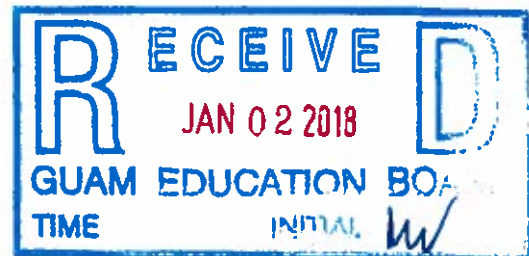
Please advise my office if you have any further questions or concerns regarding this matter.

Sincerely,

Jon J.P. Fernandez
Jon J.P. Fernandez
Superintendent of Education

Attachment

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



Speaker Benjamin J.F. Cruz

JAN 02 2018

Time: *1006* AM [] PM File No. _____
Received By: *[Signature]*



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

December 29, 2017

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: December 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 fourth partial allotment request for December 2017. 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 December 22, 2017, IAO received the Department of Administration's transmittal for GACS's December 2017 Partial #4 Allotment Request of \$179,258.25. The IAO validated \$179,258.25 of GACS submitted invoices.

Table 1: December 2017 Allotment Request Invoices (Partial #4)

Object Class	A	B	C	(B-C) = D
	GACS Drawdown	Submitted Invoices	IAO's Validation	Difference
1 Personnel Salaries	\$ -	\$ -	\$ -	\$ -
2 Benefits	\$ -	\$ -	\$ -	\$ -
3 Contractual	\$ 179,258.25	\$ 179,258.25	\$ 179,258.25	\$ -
4 Supplies & Materials	\$ -	\$ -	\$ -	\$ -
5 Student Material	\$ -	\$ -	\$ -	\$ -
6 Power	\$ -	\$ -	\$ -	\$ -
7 Water	\$ -	\$ -	\$ -	\$ -
8 Telephone & Wireless	\$ -	\$ -	\$ -	\$ -
9 Miscellaneous	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 179,258.25	\$ 179,258.25	\$ 179,258.25	\$ -

December 29, 2017

Page 2 of 3

PL 34-42 provides \$6,500 for each student up to 740 students or a total of \$4,810,000. For Fiscal Year (FY) 2018, IAO validated \$970,621.85 of expenditures, leaving a balance of \$3,839,378.15 of unexpended funds. As of December 20, 2017, 945 students were enrolled in GACS. See Tables 2 and 3.

Table 2: FY 2018 Validation Summary

Month	A	B	C	(B-C) = D
	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	\$ -
Total (FY 2018)	\$ 1,511,333.95	\$ 1,511,333.92	\$ 970,621.85	\$ 540,712.07

Per PL 34-42 (FY 2018; SY 2018-2019)

Funding Per Student \$ 6,500

Maximum Enrollment 740GACS Maximum Budget \$ 4,810,000

Year-to-Date

Budget \$4,810,000.00

IAO's Validation \$ 970,621.85Remaining Funds \$3,839,378.15

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	97	94	75	91	85	56	42	33	30	34	67	64	945
Average	81	96	98	94	76	91	86	56	42	33	30	34	68	65	949

Should you have any questions or concerns, please contact Leana Willess at 300-3697 or lmwilless@gdoe.net, and Franklin Cooper-Nurse at 300-1336 or fitcooper-nurse@gdoe.net.



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



Christine W. Baleto
Director
Vincent P. Arriola
Deputy Director

December 21, 2017

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

Handwritten: Fwd to IAD.
Handwritten: [Signature]
Handwritten: 12/21/17

Department of Education	
UNIVERSITY OF THE SUPERINTENDENT	
DATE: 12/22/17	TIME: 8:47am
Rec'd By: Christi	7122203
Print Name	Signature

RE: Guahan Academy Charter School – December 2017 (Partial#4) Allotment Request

Buenas yan 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 December 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!

Sensaramente,

[Handwritten Signature]

Christine W. Baleto
Director



GUAHAN ACADEMY CHARTER SCHOOL

BOARD OF TRUSTEES

OFFICERS AND MEMBERS

Fe Valencia-Ovalles
Chairwoman

Hentrick M. Eveluck
Vice Chairman

Rowena S. Zacarias
Secretary

Victor A. Perez
Treasurer

Dr. Jacqui D. Cyrus
Member

Mary B. Mafnas, Principal
Ex-Officio Member

COMMITTEES

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Board Governance and Policy

Finance and Procurement

Grants and Development

Government and Public Affairs

Human Resources

Special Education

Technology

P.O. Box CS

Hagatna, Guam 96932

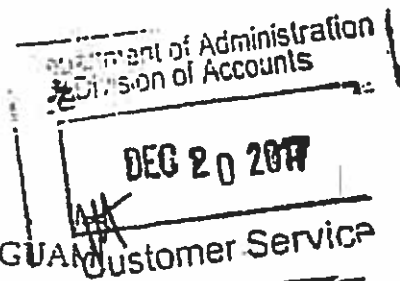
(671) 979-1065/6

info.gacsbot@gmail.com

FUNCTION: Guahan Academy Charter School, Inc.
DECEMBER 2017 -ALLOTMENT REQUEST
(Partial #4)

INVOICE: GACS FY 2017-2018-12-2017-04

AUTHORITY: Public Law 34-42



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

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 20167-2018, 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 reports its findings, the invoiced amount received by DOA shall be automatically transmitted to each Academy Charter School.



**GUAHAN
ACADEMY
CHARTER SCHOOL**

BOARD OF TRUSTEES

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Human Resources

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Technology

P.O. Box CS
Hagatna, Guam 96932

(671) 979-1065/6

info.gacsbot@gmail.com

DATE: December 20, 2017

TO: Christine Won Pat Baletto
Director,
Department of Administration

FROM: Al Erguiza
Procurement & Audit Manager
Guahan Academy Charter School Incorporated

RE: December 2017 - Allotment Request (Partial #4)

Attached are all relevant documents to support the December 2017 Allotment Request (Partial #4) for Guahan Academy Charter School Incorporated.

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

Thank you for your time and consideration.

CC: Board of Trustees

GDOE LAO



GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
FINANCIAL MANAGEMENT SYSTEM

REQUEST FOR DIRECT
PAYMENT

DOCUMENT NO _____

URGENT - EXPEDITE PAYMENT

KEY & RELEASE - A

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

PURPOSE:
Dec 2017 - Allotment Request (Partial #4)

TRAN CODE	ACCOUNT NUMBER	AMOUNT	Invoices
190	5639A179964GA201-290	\$ 179,258.25	Dec 2017 - Allotment Request (Partial #4)
TOTAL		\$ 179,258.25	

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 EXISTS BY REASON OF WITHHOLDING OVERPAYMENT AND THAT PAYMENT IS PROPER AS PER THE ATTACHED DOCUMENTS

PREPARED BY:

APPROVING OFFICIAL:

Al Erguiza, Procurement & Audit Manager
FINANCE & PROCUREMENT COMMITTEE
CERTIFICATION OF FUNDS AVAILABLE:

Signature
Al Erguiza
Signature

Date
10/062017
Date

VICTOR A. PEREZ, COMMITTEE CHAIR
FINANCE & PROCUREMENT COMMITTEE

Signature
Victor A. Perez
Signature

10/062017
Date

GUAHAN ACADEMY CHARTER SCHOOL

Allotment Summary

December 2017 - Partial #4

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
PERSONNEL SALARIES	111	\$ -
PERSONNEL BENEFITS	114	\$ -
CONTRACTUAL	230	\$ 179,258.25
MATERIALS & SUPPLIES	240	\$ -
WORKMAN'S COMP & GEN LIAB	270	\$ -
DRUG TESTING	271	\$ -
MISCELLANEOUS	290	\$ -
POWER	361	\$ -
WATER	362	\$ -
TELEPHONE & WIRELESS	363	\$ -
TOTAL:		\$ 179,258.25

Department of Administration
 Division of Accounts
 DEC 20 2017
 Customer Service