



**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

June 14, 2019

Speaker Tina Rose Muña Barnes

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

JUN 21 2019
Time 9:32 (AM) (PM)
Received By: Cuen

Re: iLearn Academy Charter School: Fiscal Year 2019 June 2019 Part 2 Allotment Request

Hafa Adai,

Upon review of the iLearn Academy Charter School (iLearn) Fiscal Year (FY) 2019 June Part 2 Allotment Request by our Internal Audit Office (IAO) in collaboration with members of the iLearn, I am able to submit my verification of accuracy as required by Public Law (P.L.) 34 - 116, Chapter II, Part I, in its entirety.

Our IAO was able to validate \$53,432.80 of the invoiced total. Please see attached verification report. This validation is based on actual invoices submitted to the IAO on June 13, 2019.

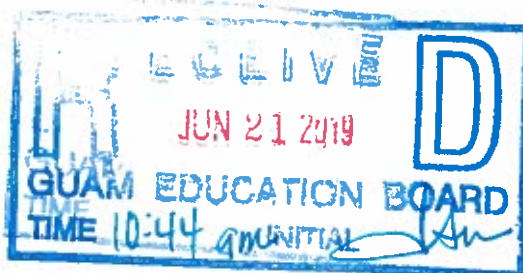
Please advise my office if you have any further questions or concerns regarding this matter.

Sincerely,

Jon J.P. Fernandez
Superintendent of Education

Attachment

Cc: Chairman and Members, Guam Education Board
Speaker, 35th Guam Legislature
iLearn Academy Charter School



Erick Cortez 6/24/19
iLearn Academy



JON J.P. FERNANDEZ
Superintendent of Education

**DEPARTMENT OF EDUCATION
INTERNAL AUDIT OFFICE**

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



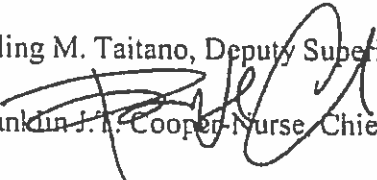
**FRANKLIN
COOPER-NURSE**
Chief Auditor

June 14, 2019

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: June 2019 Review of iLearn Academy Charter School's Invoices

Hafa Adai,

The Guam Department of Education (GDOE) Internal Audit Office (IAO) has completed its review of iLearn Academy Charter School (iLearn)'s second allotment request for June 2019. GDOE (IAO) is authorized by Public Law (P.L.) 34-116 to verify charter school invoices for accuracy and report its findings within 10 days.

On June 13, 2019, IAO received the Department of Administration (DOA)'s transmittal for iLearn's June 2019 (Part 2) Allotment Request of \$53,432.80. IAO was able to validate \$53,432.80 of iLearn's submitted invoices. See Table 1 and Appendix 1 for details.

Table 1: June 2019 (Part 2) Allotment Request

	A	B	C	(B-C) = D
Object Class	iLearn's Drawdown	Submitted Invoices	IAO's Validation	Difference
Personnel	\$ 47,781.96	\$ 47,781.96	\$ 47,781.96	\$ -
Personnel Benefits	\$ 5,190.84	\$ 5,190.84	\$ 5,190.84	\$ -
Miscellaneous	\$ 460.00	\$ 460.00	\$ 460.00	\$ -
TOTAL	\$ 53,432.80	\$ 53,432.80	\$ 53,432.80	\$ -

P.L. 34-116 provides \$6,088 for each student up to 620 students or a maximum of \$3,774,560. Based on enrollment reports provided by iLearn, 620 students were enrolled as of June 13, 2019. Based on per pupil cost, iLearn's current FY 2019 budget is \$3,774,560. For FY 2019, IAO validated \$2,746,015.39 of expenditures, leaving an unexpended balance of \$1,028,544.61. See Tables 2, 3, and 4 for details.

Table 2: FY 19 Validation Summary

	A	B	C	(B-C) = D
Month	iLACS Drawdown	Submitted Invoices	IAO's Validation	Difference
October	\$ 237,136.71	\$ 237,136.71	\$ 237,136.71	\$ -
October Part 2	\$ 55,317.50	\$ 55,317.50	\$ 55,317.50	\$ -
November Part 1	\$ 237,969.92	\$ 237,969.92	\$ 233,468.92	\$ 4,501.00
November Part 2	\$ 94,765.92	\$ 94,765.92	\$ 64,390.92	\$ 30,375.00
December Part 1	\$ 235,733.86	\$ 235,733.86	\$ 235,733.86	\$ -
December Part 2	\$ 34,876.00	\$ 34,876.00	\$ 34,876.00	\$ -
December Part 3	\$ 53,233.61	\$ 53,233.61	\$ 53,233.61	\$ -
January Part 1	\$ 227,760.36	\$ 227,760.36	\$ 227,760.36	\$ -
January Part 2	\$ 54,005.46	\$ 54,005.46	\$ 54,005.46	\$ -
February Part 1	\$ 229,202.71	\$ 229,202.71	\$ 229,202.71	\$ -
February Part 2	\$ 54,042.04	\$ 54,042.04	\$ 54,042.04	\$ -
March Part 1	\$ 236,182.69	\$ 236,182.69	\$ 230,042.69	\$ 6,140.00
March Part 2	\$ 62,063.01	\$ 62,063.01	\$ 62,063.01	\$ -
March Part 3	\$ 61,811.15	\$ 61,811.15	\$ 61,811.15	\$ -
April Part 1	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	\$ -
April Part 2	\$ 52,289.38	\$ 52,289.38	\$ 52,289.38	\$ -
April Part 3	\$ 57,258.16	\$ 57,258.16	\$ 57,258.16	\$ -
May Part 1	\$ 274,018.23	\$ 274,018.23	\$ 274,018.23	\$ -
May Part 2	\$ 50,917.53	\$ 50,917.53	\$ 50,917.53	\$ -
June Part 1	\$ 255,014.35	\$ 255,014.35	\$ 255,014.35	\$ -
June Part 2	\$ 53,432.80	\$ 53,432.80	\$ 53,432.80	\$ -
Total (FY 2019)	\$2,787,031.39	\$2,787,031.39	\$2,746,015.39	\$ 41,016.00

Table 3: FY 19 Remaining Funds

Funding Per Student	\$ 6,088
Current Enrollment	620
iLearn's Budget	\$ 3,774,560
Less: IAO's Validations	\$ (2,746,015.39)
FY 2019 Remaining Funds	\$ 1,028,544.61

Table 4: FY 19 Enrollment Summary

Months	Grade Level						Total
	K	1	2	3	4	5	
Oct-18	126	127	89	102	67	58	569
Nov-18	127	128	89	103	69	59	575
Dec-18	127	128	89	103	69	59	575
Jan-19	127	128	89	103	69	59	575
Feb-19	121	119	87	95	62	60	544
Mar-19	121	119	88	95	62	60	545
Apr-19	121	119	88	95	62	61	546
May-19	70	134	132	93	104	67	600
Jun-19	83	140	132	93	105	67	620
Average	114	127	98	98	74	61	566

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

Appendix 1: iLearn June 2019 (Part 2) Invoice Details

Object Code and Class Reference	Vendor	Invoice #	Invoice Date	Invoice Amount	Validated	Validated Amount
111 Personnel	Sanford Technology Group	213575-04J	6/13/2019	\$ 47,781.96	✓	\$ 47,781.96
					Subtotal	\$ 47,781.96
113 Personnel Benefits	Sanford Technology Group	213575-04J	6/13/2019	\$ 5,190.84	✓	\$ 5,190.84
					Subtotal	\$ 5,190.84
290 Miscellaneous	Treasurer of Guam	2219089570	6/12/2019	\$ 460.00	✓	\$ 460.00
					Subtotal	\$ 460.00
Total						\$ 53,432.80

iLearn
ACADEMY CHARTER SCHOOL

The logo for iLearn Academy Charter School features the word "iLearn" in a large, stylized font. To the right of the text is a graphic consisting of several overlapping hexagons, some solid and some outlined, arranged in a cluster.

P.O. Box 8445, Tamuning, Guam 96931
Phone: 989-3789/99

June 14, 2019

To: Mr. Jon Fernandez
Superintendent, GDOE

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

Ms. Leana Willess
Audit Staff, GDOE

From: Mrs. Helen Nishihira
Authorized Board Member, iLearn Academy Charter School

Mrs. Nina Doromal Field
Business Manager, iLearn Academy Charter School

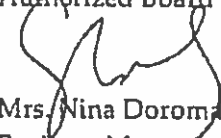
Re: INVOICES
Please see attached copy of the invoices:
1) Personnel Salaries: PPE 6/14/19
2) Employee Benefits: PPE 6/14/19
3) Sanitary Permit (Public Health)

If you have any questions, please contact us via email at hnishihira@ilearnguam.org or nfield@ilearnguam.org

Sincerely,


Mrs. Helen Nishihira

Authorized Board Member, iLearn Academy Charter School


Mrs. Nina Doromal Field
Business Manager, iLearn Academy Charter School

iLearn 
ACADEMY CHARTER SCHOOL

P.O. Box 8445, Tamuning, Guam 96931
Phone: 989-3789/99

June 14, 2019

Mr. Jon Fernandez
Superintendent, GDOE
P.O. Box DE
Maganza, Guam 96932

Dear Mr. Fernandez,

Attached is a copy of the Allotment Request submitted to the Department of Administration for JUNE 2019 Part 2 and corresponding invoices for the drawdown of funds under the FY2019 budget approved by the Legislature.

Sincerely,



Helen Nishihira
iLearn Academy Charter School
Authorized Board Member

iLearn

ACADEMY CHARTER SCHOOL

P.O. Box 8445, Tamuning, Guam 96931
Phone: 989-3789/99

FUNCTION: iLearn Academy Charter School
June 2019 Allotment Request Part 2

INVOICE: ILACS FY 2019-06-2019

AUTHORITY: P.L. 34-116, Chapter II, Section 2

1 Section 2. Guam Academy Charter Schools. Notwithstanding any other
2 provision of law, pursuant to § 12116(e), Chapter 12, Title 17 GCA, the Department
3 of Administration (DOA) is hereby authorized and directed to deduct, in proportion
4 to the ratio of cash received from the total Fiscal Year 2019 General and Special
5 Fund appropriations in Section 1 of this Part of this Chapter to the GDOE, Six
6 Thousand Eighty-eight Dollars (\$6,088) per enrollee of the Academy Charter
7 Schools chartered by the Guam Academy Charter Schools Council *not to exceed* six
8 hundred twenty (620) students for the iLearn Academy Charter School, seven
9 hundred forty (740) students for the Guåhan Academy Charter School, and three
10 hundred fifty (350) students for the Science Is Fun and Awesome Academy Charter
11 School from the total Fiscal Year 2019 General and Special Fund appropriations in
12 Section 1 of this Part of this Chapter to GDOE based on the actual enrollment at the
13 time multiplied by the per pupil cost as established by this Section. Each Academy
14 Charter School *shall* submit a monthly invoice to DOA which *shall* be remitted to
15 GDOE. Upon receipt of remitted invoice, GDOE *shall* verify accuracy of the invoice
16 and report its findings within ten (10) days of receipt of said invoice by the GDOE
17 prior to the release of funds. If GDOE fails to report its findings, the invoiced amount
18 received by DOA *shall* be automatically transmitted to each Academy Charter
19 School.

CLASSIFICATION	ACCOUNT CODE	TOTAL REQUESTED
Personnel	111	\$ 47,781.96
Employee Benefits		\$ 5,190.84
Sanitary Permit		\$ 460
ALLOTMENT REQUEST:		\$ 53,432.80



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: iLearn Academy Charter School PO BOX 8445 TAMUNING, GUAM 96913	VENDOR NUMBER: 10012225
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PURPOSE:
 Allotment Request for JUNE 2019 PART 2




TRAN CODE	ACCOUNT NUMBER	AMOUNT	Remarks
19J	5639A199954GA202-290	\$ 53,432.80	
TOTAL		\$ 53,432.80	

CHECK APPROPRIATE BOX BELOW:

<input type="checkbox"/> ACCOUNT NUMBER IS CORRECT	<input type="checkbox"/> JOB ORDER NUMBER IS CORRECT	<input type="checkbox"/> INSUFFICIENT FUNDS
<input 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 <u>NINA D. FIELD - BUSINESS MANAGER</u>	 Signature	June 14, 2019 Date
APPROVING OFFICIAL <u>HELEN NISHIHIRA - AUTHORIZED BOARD MEMBER</u>	 Signature	June 14, 2019 Date
CERTIFICATION OF FUNDS AVAILABLE <u>HELEN NISHIHIRA - AUTHORIZED BOARD MEMBER</u>	 Signature	June 14, 2019 Date
_____	Signature	Date