

*KUMISION SETTEFIKASION PARA I MANMANIDUKA*  
 GUAM COMMISSION FOR EDUCATOR CERTIFICATION

TREASURER'S REPORT

Thursday, 9/22/2016  
 (Run Date) 9/16/2016

5100A167600GA001

**PL 33-66 GENERAL FUND APPROPRIATION ACCOUNTS (5100A167600GA001) - YEAR-TO-DATE**

Budget Category	(a) Total Appropriation	(b) Allotments	(c) Expenditures	(d) Encumbrances	(b - c - d) Funds Available	(a - b) Unallotted Balance
111 - Personnel	145,476.00	145,476.00	132,708.24		12,767.76	-
113 - Benefits	57,624.00	57,624.00	52,310.02		5,313.98	-
114- Health Benefits	-				-	-
220- Travel					-	-
230 - Contractual services	65,522.00	24,548.00	10,288.36		14,259.64	40,974.00
233 - Building rent	6,000.00	6,000.00	3,000.00	3,000.00	-	-
240 - Supplies	1,000.00	500.00	157.88		342.12	500.00
250- Equipment						-
271- Drug Testing Charges	-	-			-	-
290 - Miscellaneous	1,400.00	1,400.00	1,100.00		300.00	
363 - Telephone	4,800.00	4,000.00	1,969.15		2,030.85	800.00
<b>Total</b>	<b>281,822.00</b>	<b>239,548.00</b>	<b>201,533.65</b>	<b>3,000.00</b>	<b>35,014.35</b>	<b>42,274.00</b>

**KUMISION SETTEFIKASION PARA I MANMANIDUKA  
GUAM COMMISSION FOR EDUCATOR CERTIFICATION**

Fiscal Year 2016  
**TREASURER'S REPORT**  
Thursday, 9/22/2016  
(Run Date) 9/16/2016

<b>APPROPRIATION ACCOUNT (5100X087600RS501800) - YEAR-TO-DATE</b>					<b>COLLECTIONS / DEPOSITS</b>		
	(a)	(b)	(c)	(a - b - c)			
<b>Budget Category</b>	<b>Allotments</b>	<b>Expenditures</b>	<b>Outstanding</b>	<b>Funds Available</b>	<b>(110023213)</b>		<b>Collection Periods</b>
111 - Personnel	3,196.92			3,196.92	October		
113 - Benefits	1,006.13			1,006.13	November	560.00	Sept 1-30, 2015
220 - Travel	59,861.95	7,252.38	984.00	51,625.57	December	834.00	Oct 1-31, 2015
230 - Contractual services	30,959.08	135.00	90.00	30,734.08	January	1,105.00	Nov 1-30, 2015
233 - Building rent	500.00			500.00	February	425.00	Dec 2015 - Jan 2016
240 - Supplies	3,003.71			3,003.71	March	2,630.00	Dec 1, 2015 - Feb 29, 2016
250 - Equipment	1,892.83			1,892.83	April	55.00	Apr 1-30, 2016
271 - Drug testing	70.00	-		70.00	May	1,955.00	Mar 1-31, 2016
290 - Miscellaneous	32.18			32.18	June	100.00	Jun 1-30, 2016
363 - Telephone	1,878.82	1,254.60	49.06	575.16	July	-	
450 - Capital outlay	-			-	August	45.00	Aug 1-31, 2016
			-	-	September	-	
<b>Total</b>	<b>102,401.62</b>	<b>8,641.98</b>	<b>1,123.06</b>	<b>92,636.58</b>	<b>YTD Total</b>	<b>7,709.00</b>	(Fiscal Year Deposits)

**FOOTNOTE:**

**FY16 Year to Date Collection fee Deposited as of 9/16/16    \$    7,709.00**  
**FY16 Year to Date Expenditures (Matching)                    8,641.98**  
**Total Collection Fees not loaded as of 9/16/2016    \$ 22,912.43**

GUAM COMMISSION FOR EDUCATOR CERTIFICATION

9.16.2016

Cert No.	TYPE	SUBJECT & FIELD	ISSUED	EXP. DATE
1374	Initial	Basic Educator: Chamorro Language & Culture K-12	8/8/2016	8/7/2018
1398	Initial	Basic Educator: Chamorro Language & Culture K-12	8/24/2016	8/23/2018
1400	Initial	Basic Educator: Chamorro Language & Culture K-12	8/26/2016	8/25/2018
1389	Initial	Basic Educator: Preschool	8/15/2016	8/14/2019
1383	Non-Renewable	Initial Educator: Chamorro Language & Culture K-12	8/12/2016	8/11/2019
1402	Non-Renewable	Initial Educator: Chamorro Language & Culture K-12	8/26/2016	8/25/2019
1380	Non-Renewable	Initial Educator: Elementary K-5	8/9/2016	8/8/2019
1403	Non-Renewable	Initial Educator: Elementary K-6	8/30/2016	8/29/2019
1405	Non-Renewable	Initial Educator: Math 6-12	9/7/2016	9/6/2019
1376	Non-Renewable	Initial Educator: Science 6-12	8/8/2016	8/4/2019
1375	Non-Renewable	Initial Educator: Social Studies 6-12	8/8/2016	8/7/2019
1406	Non-Renewable	Initial School Counselor K-12	9/8/2016	9/7/2019
1407	Initial	Master Educator: Early Childhood Pre K-2, Elementary K-5, & ESL Pre K-12	9/8/2016	9/7/2026
1410	Initial	Master Educator: Elementary K-5 & Special Education Pre K-12 w/Prof. Endorsement: Deaf & Hearing Impaired	9/14/2016	9/13/2026
1381	Replacement	Master Educator: Elementary K-6	1/16/2011	1/15/2021
1378	Endorsement	Master Educator: Elementary K-6 & Reading K-12 w/Temp Endorsement: School Librarian Exp: 8/8/2018	8/15/2009	8/15/2019
1404	Renewal	Master Educator: Math 6-12	9/6/2016	9/5/2026
1394	Replacement	Master Educator: Social Studies 6-12	4/15/2011	4/14/2021
1377	Initial	Master School Administrator K-12	8/15/2016	8/14/2026
1384	Initial	Master School Administrator K-12	8/15/2016	8/14/2026
1392	Renewal	Professional Educator: Art 6-12 w/Prof. Endorsement: School Librarian	8/18/2016	8/17/2021
1395	Renewal	Professional Educator: Elementary K-5	8/19/2016	8/18/2021
1401	Initial	Professional Educator: ESL K-12	9/12/2016	9/11/2021
1385	Renewal	Professional Educator: Japanese 6-12	8/15/2016	8/14/2021
1379	Renewal	Professional Educator: Language Arts 6-12	8/15/2016	8/14/2021
1386	Renewal	Professional Educator: Language Arts and Reading 6-12	8/24/2016	8/23/2021
1396	Renewal	Professional School Counselor K-12	8/23/2016	8/22/2021
1409	Renewal	Professional School Counselor K-12	9/12/2016	9/11/2021
1411	Renewal	Professional School Counselor K-12	1/23/2017	1/22/2022
1388	Initial	Temporary Educator: Chamorro Language & Culture K-12	8/12/2016	8/11/2018
1387	Initial	Temporary Educator: Chamorro Language & Culture K-12	8/12/2016	8/11/2018
1382	Initial	Temporary Educator: K-12	8/12/2016	8/11/2018
1390	Initial	Temporary Educator: K-12	8/17/2016	8/16/2018
1393	Initial	Temporary Educator: K-12	8/18/2016	8/14/2018
1399	Renewal	Temporary Educator: K-12	8/24/2016	8/23/2018
1397	Initial	Temporary Educator: K-12	8/24/2016	8/23/2018

Cert No.	TYPE	SUBJECT & FIELD	ISSUED	EXP. DATE
1408	Initial	Temporary Educator: K-12	9/8/2016	9/7/2018
1412	Renewal	Temporary Educator: K-12	9/14/2016	9/13/2018
1413	Initial	Temporary Educator: K-12	9/16/2016	9/15/2018
1391	Non-Renewable	Temporary School Counselor K-12	8/17/2016	8/16/2018

**CHAPTER II**  
**EDUCATION**

---

**PART IV – GUAM COMMISSION FOR EDUCATOR CERTIFICATION**

---

1           **Section 1. Appropriation.** The sum of Two Hundred Eighty-One  
2 Thousand Eight Hundred Twenty-Two Dollars (**\$281,822**) is appropriated from the  
3 General Fund to the Guam Commission for Educator Certification (GCEC) for its  
4 operations in Fiscal Year 2017 to provide administrative support to the GCEC  
5 pursuant to Chapter 27 of 17 GCA, to the Guam Academy Charter Schools Council  
6 pursuant to § 12111(e) of Chapter 12 of 17 GCA, and to the Council on Post-  
7 Secondary Institution Certification pursuant to § 44104(e) of Chapter 44 of 17 GCA.

8           **SUMMARY OF APPROPRIATION FUNDING SOURCE**

9	GENERAL FUND	<u>\$281,822</u>
10	<b>TOTAL</b>	<b>\$281,822</b>
11	For information purposes only:	
12	FEDERAL MATCHING GRANTS-IN-AID	\$0

1

2

3

4

5

6

7

8

9

10

11

12

13

14

15

16

17

**Section 25. Authorization for Legal Services for the Guam Commission  
for Educator Certification and the Guam Academy of Charter Schools Council.**

18

19

20

21

22

The Guam Education Board may enter into a Memorandum of Understanding with the Guam Commission for Educator Certification and the Guam Academy of Charter Schools Council to provide legal and investigatory services to the Guam Commission for Certification and the Guam Academy of Charter Schools Council.

1                   (1) **Minimum Qualifications.** Basic Educator *Chamorro*  
2 Language and Culture Teaching Certificate may be issued to an  
3 applicant who:

4                   (A) presents evidence of completing sixty (60)  
5 semester hours of college credit to include at least twelve (12)  
6 semester hours of *Chamorro* language; and

7                   (B) demonstrates proficiency in the *Chamorro*  
8 language as established by the Chamorro Studies Division of  
9 the Guam Department of Education.

10                  (2) **Length of Certification.** The length of certification of  
11 the Basic Educator *Chamorro* Language and Culture Teaching  
12 Certificate *shall* be two (2) years.

13                  (3) **Renewability.** Basic Educator *Chamorro* Language and  
14 Culture Teaching Certificate may be renewed any number of times  
15 provided the certificate holder submits:

16                  (A) evidence of satisfactory performance evaluation;  
17 and

18                  (B) evidence of six (6) or more semester hours of  
19 college credit applicable to Initial Educator and/or *Chamorro*  
20 Language and Culture Teaching Certificate requirements within  
21 the validity of certificate.

22                  (c) **Initial Educator *Chamorro* Language and Culture Teaching**  
23 **Certificate.**

24                  (1) **Minimum Qualification.** The Initial Educator *Chamorro*  
25 Language and Culture Teaching Certificate may be issued to an  
26 applicant who, in addition to meeting such certificate's minimum  
27 experience and *Chamorro* Language requirements, presents evidence

1 of completing a Bachelor's degree and fulfilling the requirements for  
2 educational credits.

3 (2) **Length of Certification.** The length of certification of  
4 the Initial Educator *Chamorro* Language and Culture Teaching  
5 Certificate *shall* be three (3) years.

6 (3) **Renewability.** The Initial Educator *Chamorro* Language  
7 and Culture Teaching Certificate is non-renewable. The holder of a  
8 *Chamorro* Language and Culture Teaching Certificate, on or before  
9 expiration date, *shall* apply for Professional Certificate as per the  
10 requirements in §8105 (c) of this Chapter.

11 **§8107. Certificates for Preschool Teachers.**

12 (a) **Basic Educator Preschool Certificate.**

13 (1) **Minimum Requirements.** An associate degree in early  
14 childhood education; or an associate degree in a field related with  
15 equivalent to a major relating to early childhood education, with one  
16 (1) year experience teaching preschool-age children, or a  
17 baccalaureate degree or advanced degree in early childhood  
18 education, and has not taken and /or passed the PRAXIS I, or a  
19 baccalaureate or advanced degree in a related field and coursework  
20 equivalent to a major related to early childhood education and  
21 experience teaching preschool-aged children and has not taken and/or  
22 passed PRAXIS I. The degree must be from a U.S. regionally  
23 accredited post-secondary learning institution.

24 (2) **Length of Certification.** The length of certification of a  
25 Basic Educator Preschool Certificate *shall* be three (3) years.

26 (3) **Renewability.** The Basic Educator Preschool Certificate  
27 may be renewed any number of times with evidence of satisfactory





Discover the pages that interest you.

- Guam
- Test Requirements
- Guam Contacts
- Frequently Asked Questions
- State Requirements
  - Select--

## Guam Test Requirements

Find your licensure area below to determine which test(s) you need to take and see the minimum qualifying score. To learn more about a specific test, click the test title. Once you know your test(s), find out [how to register for Praxis® tests](#) and read the [Praxis test retake policy](#).

In general, unless it is specifically stated that a calculator is permitted or required for a particular test, calculators may not be used on any *Praxis* tests (see [Calculator Use](#)).

### Tests Required for All Licensure Areas

Beginning teachers in all content areas must pass all three *Praxis*® Core Academic Skills for Educators (Core) tests.

To Be Certified in	You Need to Take	Test Code	Qualifying Score
All Areas	<a href="#">Core Academic Skills for Educators: Reading</a>	5712	156
	and		
	<a href="#">Core Academic Skills for Educators: Writing</a>	5722	162
	and		
	<a href="#">Core Academic Skills for Educators: Mathematics</a> (On-screen four-function calculator provided.)	5732	150

If you wish to take all three Core exams (5712, 5722, 5732) at the same time, select Core Academic Skills for Educators: Combined Test (5751) when registering. Scores will be reported by individual test (5712, 5722, 5732).

Beginning teachers in all areas must pass one Principles of Learning and Teaching test and the appropriate content test.

To Be Certified in	You Need to Take	Test Code	Qualifying Score
All Areas	<a href="#">Principles of Learning and Teaching: Grades K–6</a>	5622	160
	or		
	<a href="#">Principles of Learning and Teaching: Grades 7–12</a>	5624	157

### Tests Required for Specific Licensure Areas

Beginning teachers in all areas must pass one Principles of Learning and Teaching test and the appropriate content test.



Ready to take a *Praxis*® Test?

[Register Now >](#)

#### Praxis Test Preparation

Prepare for your test with interactive practice tests. [Get yours today.](#)

#### Praxis Test Centers and Dates

See test centers, dates and deadlines for *Praxis* tests.

The following *Praxis*® Subject Assessments (formerly the *Praxis II*® tests) are optional to use in lieu of a degree in the content area for those educators seeking an additional endorsement.

### Early Childhood Education

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Early Childhood Education PreK-2	<u>Education of Young Children</u>	5024	160

### Elementary Education

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Elementary Education K-5	<u>Elementary Education: Content Knowledge</u> (On-screen scientific calculator provided.)	5018	163

### Middle School Education, Grades 6-8

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Middle School Mathematics	<u>Middle School Mathematics</u> (On-screen graphing calculator provided.)	5169	165

### Secondary Education, Grades 6-12

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Art	<u>Art: Content Knowledge</u>	5134	158
Chinese (Mandarin)	<u>Chinese (Mandarin): World Language</u>	5665	164
French	<u>French: World Language</u>	5174	162
Health and Physical Education	<u>Health and Physical Education: Content Knowledge</u>	5857	160
Health Education	<u>Health Education</u>	5551	142
Home Economics Education	<u>Family and Consumer Sciences</u>	5122	153
Language Arts	<u>English Language Arts: Content Knowledge</u>	5038	167
Mathematics	<u>Mathematics: Content Knowledge</u> (On-screen graphing calculator provided.)	5161	160
Music	<u>Music: Content Knowledge</u>	5113	139
Physical Education	<u>Physical Education: Content Knowledge</u>	5091	148
Science	<u>General Science: Content Knowledge</u>	5435	150
Social Studies	<u>Social Studies: Content Knowledge</u>	5081	154
Spanish	<u>Spanish: World Language</u>	5195	168

### Special Education

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Special Education PreK–12	<a href="#">Special Education: Core Knowledge and Applications</a>	5354	151

### Administrator/School Leader

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Initial Administrator Certificate	<a href="#">School Leaders Licensure Assessment</a> (Must use <a href="#">SLS website</a> to register.)	6011	163

### Career and Technical Education

To Be Certified in	You Need to Take	Test Code	Qualifying Score
Business Education 6–12	<a href="#">Business Education: Content Knowledge</a> (Calculator allowed.)	5101	154

### Instructional Support Personnel

To Be Certified in	You Need to Take	Test Code	Qualifying Score
English as a Second Language (ESL)	<a href="#">English to Speakers of Other Languages</a>	5361	140
Reading Specialist PreK–12	<a href="#">Reading Specialist</a> Test 5301 is required for Reading Specialist certification in addition to the degree requirements.	5301	164
School Counselor K–12	<a href="#">Professional School Counselor</a>	5421	156

This page is a supplement to [The Praxis Series® Information Bulletin \(PDF\)](#).

#### ETS

Home  
About ETS  
Research  
Careers  
Newsroom  
Conferences  
Disabilities  
ETS Store  
Contact Us

#### Who We Serve

K–12 Community  
Educator Licensure Assessments  
Higher Education Community  
English Learners and Teachers  
Employers  
[View All](#)

#### Tests and Products

GRE Tests  
HiSET Exam  
The Praxis Series Tests  
TOEFL Test  
TOEIC Tests  
ETS Educator Series  
ETS Performance Portfolio  
ETS SkillBuilders  
ETS Tech Connect  
[View All](#)

[Legal](#) [Privacy and Security](#) [ETS Trademarks](#) [Get Adobe Reader \(for PDFs\)](#)

ATTENTION: GUAM EDUCATOR CERTIFICATION BOARD MEMBERS

DATE: September 7, 2016

RE: QUITANO, KARL "Educational Administrator certification re-issuance appeal"

Hafa Adai,

Title I of the ADA prohibits discrimination in employment, and provides employees with disabilities with broad protections in the workplace. The statute states: "No covered entity shall discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment." See 42 U.S.C. § 12112 (a)

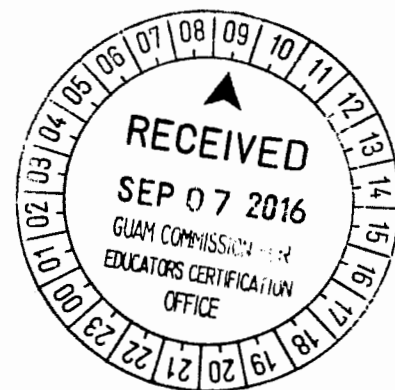
GDOE has once again required this disabled educator the prerequisite of producing the certification documents for the educational administration and supervision position, however I was never contacted for any interview by the GDOE personnel department, since my last initial certificate was issued. Thus, my initial certification expired silently, without affording me the opportunity to be eligible for an interview. After patiently waiting for GDOE to contact me, my initial certification has once again expired!

Please reconsider allowing this person with disabilities, another opportunity to advocate for my employment opportunities, by approving the re-issuance of my Education administrator initial certification.

Thank you,

Karl C. Quitano

Teacher V.



## ACKNOWLEDGEMENT OF RECEIPT OF GCEC LETTER

I received GCEC's letter regarding my Extension request.

CAWITANO, KARLO

Educator Name (Print)

Educator Signature

8/25/2016  
Date

COPY



**KUMISION SETTEFIKASION PARA I MANMANIDUKA  
GUAM COMMISSION FOR EDUCATOR CERTIFICATION**

303 University Drive, SOE Room 105, Mangilao, GU 96913

Tel: (671)735-2554 Fax: (671)735-2569

[www.gcec.guam.gov](http://www.gcec.guam.gov)



August 24, 2016

Karl C. Quitano  
P O Box 1825  
Hagatna, GU96932

**RE: Request for Extension of Certification**

Dear Mr. Quitano,

When you received your Initial School Administration Non-Renewable EXTENSION on Jan. 15, 2015, you signed a GCEC document that clearly stated that

*"...it is the responsibility of the certificate holder to complete and submit the renewal requirements for recertification prior to expiration... Certificate holders / applicants are responsible for knowing and meeting current certification requirements."*

On Aug. 18, 2016, you submitted an Application for Extension of Certification which stated under **Section 2. Condition for Extension** that *"Every effort shall be made to make the request within thirty (30) days of the expiration of the certification date."* Your last extension, Certificate no.:14-01-6948-2015, expired on Jan. 13, 2015. Based on your submission, you failed to comply with the stated condition by applying 583 days (18 months) after the expiration date.

After a thorough review of your documents, we regret to inform you that we are denying your request for an extension.

Sincerely,

Lea E. Santos  
Executive Director

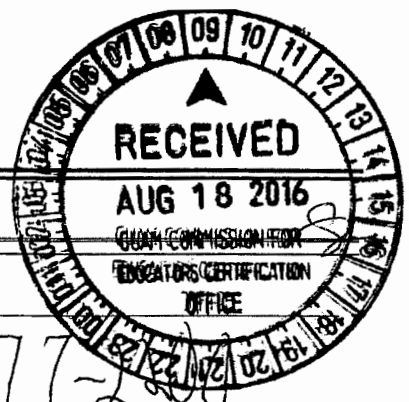


Lea E. Santos  
Executive Director

COMISION SEI EPIKASION PARA I MANMANIDUKA  
GUAM COMMISSION FOR EDUCATOR CERTIFICATION

www.gcec.guam.gov  
UOG Station-SOE, Mangilao, Guam 96923  
Tel: (671) 735-2554 FAX: (671) 735-2569

"Ensures Qualified Educator"



**Application for Extension of Certification**

**SECTION A**  
Name: QUITANO, KARL CHAMPACO Maiden/Other: \_\_\_\_\_  
Last First Middle  
Contact Numbers: (Hm) 777-2200 (Wk) 653-3313 (Cell) 777-2200  
Mailing Address: P.O. BOX 1825 City/State HAGATNA Zip Code 96932  
Social Security No.: 53784068 DOB: 9/14/72 Email Address: KQUITANO@YAKOL.PA.MG

**SECTION B**

CERTIFICATE(S) TO BE EXTENDED	EXPIRATION DATE(S)
<u>INITIAL ADMINISTRATOR</u>	

**SECTION C**

**Policy for Time Extensions on Certification**

(Adopted October 20, 2009)

**Section 1. Time Extension General.** The Commission may grant a one-time extension of up to one (1) time validity of an educator certificate. In accordance with Section 2 and 3 of this policy, to provide relief from the strict application of the terms of requirements relating to educator certification renewal. However, the Commission shall not grant an extension under the policy for the requirements to complete a three (3) semester credit course in Guam history, or Guam Culture, within the first year after the person's certification, pursuant to 55101 of 17 GCA Chapter 5. Nor shall the Commission grant extension under this policy that are contrary to any other law. Any individual granted an extension under this section shall complete all the requirements for recertification within the extension period.

**Section 2. Conditions for Extension**

Every effort shall be made to make the request within thirty (30) days of the expiration of the certificate date. The time extension provided in Section 1, of the policy may be granted to any individual holding an educator certificate. If one of the conditions below applies to the certificate holder during the validity period of the certificate [Check the box next to the reason(s) for your request and attach a detailed explanation with all supporting documentations]

- (a) The certificate holder suffered a medical condition which prevented him or her from satisfying the requirements for renewal of his or her certificate and he or she provides written proof from a licensed physician that he or she suffered such medical condition, including the duration of the medical condition.
- (b) The certificate holder has been on active duty in the military and provides his or her form DD-214 verifying dates of service preventing him or her from satisfying the requirements for renewal of his certificate.
- (c) Personal or immediate family member medical expenses incurred by the certificate holder which were not covered under a plan of health insurance caused financial hardship on the certificate holder, preventing him or her from meeting the financial requirements (i.e tuition for courses) for certificate renewal. For purposes of this subsection, the holder shall maintain, for review by the Commission, records, receipts or letters from his or her insurance company, health care provider or any other relevant entity indicating such financial hardship.
- (d) A GCEC administrative problem prevented the certificate holder from complying with the requirements for renewal of his or her certificate and the Executive Director of the Commission determines that the administrative problem is adequate to justify the extension.
- (e) The certificate holder has been unable to secure employment or experience relevant to a specific employment or experiential requirement for renewal of this certificate, and such inability has prevented him or her from satisfying such requirement. For purposes of this subsection, the holder shall maintain a list of his schools or school districts, contracted, including dates, and a detailed/written explanation thereof.
- (f) The certificate holder, because of extreme hardship or other circumstances beyond his or her control was unable to complete the requirements for renewal of certification. For purposes of this subsection, the Commission may require from the certificate holder, evidence of the extreme hardship.

**SECTION D (Please check (J) one of the boxes and sign and date below)**

I Agree or  I do not Agree, that all documents submitted to the Guam Certification Office shall be considered for this request and shall be openly disclosed/discussed by the GCEC membership at a regular commission meeting pursuant to 5GCA, Chapter 8 Open Government Law.

By affixing your signature below, you acknowledge the GCEC Policy for Time Extensions on Certification (adopted 10/20/09) and understand that any false information, documentation, or representation on my part constitutes fraud which shall affect the decision to extend and possibly suspension/revocation of my Guam Professional Educator Certificate.

[Signature]  
Signature

8/18/16  
Date

ATTENTION: GUAM NCOMMISSION FOR EDUCATOR CERTIFICATION

FROM: KARL C. QUITANO

DATE: 8/18/2016

RE: EXTENSION OF INITIAL ADMINISTRATOR CERTIFICATION

Hafa adai!

As a person who suffers from a medical condition and who is also an educator with disability and poor health, I was unable to satisfy the strict request for renewal: "within the thirty days after the expiration of the certificate date". Furthermore, this educator was unable to secure employment or experience as an administrator, for the purposes of fulfilling this subsection.

Every day is an extreme hardship that I must overcome. Please assist me with this certificate renewal issue.

Thank you,

Karl C. Quitano





KUMISION SEI IEFIKASION PAKA I MANMANIDUKA  
GUAM COMMISSION FOR EDUCATOR CERTIFICATION

www.gcec.guam.gov  
UOG Station-SOE, Mangilao, Guam 96923  
Tel: (671) 735-2554 FAX: (671) 735-2569



## APPLICATION FOR EXTENSION OF CERTIFICATION

### SECTION A

Name: QUITANO, KARL CHAMPACO Maiden/Other: \_\_\_\_\_  
Last First Middle

Contact Numbers: (Hm) 922-2200 (Wk) 653-2313 (Cell) 777-2200

Social Security: 37-84-0068 DOB: SEPT 14, 1972 Email: kquitano@yahoo.com

### SECTION B

CERTIFICATE(S) TO BE EXTENDED	EXPIRATION DATE(S)
EDUCATION ADMIN & SUPERVISION certification	MARCH 2013

### SECTION C

**Policy for Time Extensions on Certification**  
(Adopted October 20, 2009)

**Section 1. Time Extension, General.** The Commission may grant a one-time extension of up to one (1) year in the time validity of an educator certificate, in accordance with Sections 2 and 3 of this policy, to provide relief from the strict application of the terms of requirements relating to educator certification renewal. However, the Commission shall not grant an extension under this policy for the requirements to complete a three (3) semester credit course in Guam history, or Guam Culture, within the first year after the person's certification, pursuant to § 5105 of 17 GCA Chapter 5. Nor shall the Commission grant extensions under this policy that are contrary to any other law. Any individual granted an extension under this section shall complete all the requirements for recertification within the extension period.

**Section 2. Conditions for Extension**

Every effort shall be made to make the request within thirty (30) days of the expiration of the certificate date. The time extension provided in Section 1, of this policy may be granted to any individual holding an educator certificate, if one of the conditions below applies to the certificate holder during the validity period of the certificate. [Check the box next to the reason(s) for your request and attach a detailed explanation with all supporting documentation]

- (a) The certificate holder suffered a medical condition which prevented him or her from satisfying the requirements for renewal of his certificate and he provides written proof from a licensed physician that he or she suffered such medical condition, including the duration of the medical condition.
- (b) The certificate holder has been on active duty in the military and provides his or her form DD-214 verifying dates of service preventing him or her from satisfying the requirements for renewal of his certificate.
- (c) Personal or immediate family member medical expenses incurred by the certificate holder which were not covered under a plan of health insurance caused financial hardship on the certificate holder, preventing him or her from meeting the financial requirements (i.e. tuition for courses) for certificate renewal. For purposes of this subsection, the holder shall maintain, for review by the Commission, records, receipts or letters from his or her insurance company, health care provider or any other relevant entity indicating such financial hardship.
- (d) A GCEC administrative problem prevented the certificate holder from complying with the requirements for renewal of his or her certificate and the Executive Director of the Commission determines that the administrative problem is adequate to justify the extension.
- (e) The certificate holder has been unable to secure employment or experience relevant to a specific employment or experiential requirement for renewal of his certificate, and such inability has prevented him or her from satisfying such requirement. For purposes of this subsection, the holder shall maintain a list of schools or school districts contacted, including dates, and a detailed written explanation thereof.
- (f) The certificate holder, because of extreme hardship or other circumstances beyond his or her control was unable to complete the requirements for renewal of certification. For purposes of this subsection, the Commission may require from the certificate holder, evidence of the extreme hardship.

**Section 3. Consideration of Requests.** A request for extension under this policy shall be made in writing to the Executive Director who shall submit the request, supporting documents, and his recommendation on the request to the Commission at the next regular meeting for consideration. For purposes of this subsection, the Executive Director may request from the certificate holder for additional supporting documents and a signed authorization for the Commission to review his or her certification records held by the Commission. The Commission may consider such additional documents and whether it was authorized to review such records as a factor in its decision to grant or deny the request.

### SECTION D (Please check one of the boxes and sign and date below)

I agree  I do not agree that all documents submitted to the Guam Certification Office shall be considered for this request and shall be openly disclosed/discussed by the GCEC membership at a regular commission meeting pursuant to SGCA, Chapter 8 Open Government Law.

By affixing your signature below, you acknowledge the GCEC Policy on Time Extensions on Certification (adopted 10/20/09) and understand that any false information, documentation, or representation on my part constitutes fraud which shall adversely affect the decision to extend and possibly suspension/revocation of my Guam Professional Educator Certificate.

Address  
10/2010/TAJ

Karl C. QUITANO  
Signature

JANUARY 9TH, 2014  
Date

P.O BOX 1825  
Hagata, Guam 96932

RECEIVED  
1-9-14  
GCEC 14-280  
# 7731

TO: GUAM COMMISSION FOR EDUCATOR CERTIFICATION

FROM: KARL C. QUITANO

DATE: January 9<sup>th</sup>, 2014

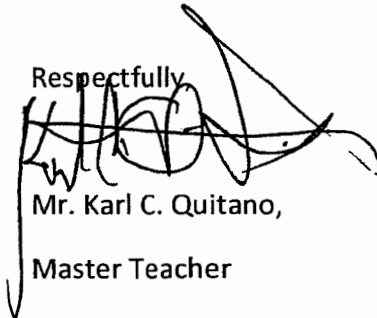
RE: CERTIFICATION EXTENSION "Administration & Supervision"

Hafa Adai, my name is Karl C. Quitano and I am requesting for an extension, due to an assortment of reasons below:

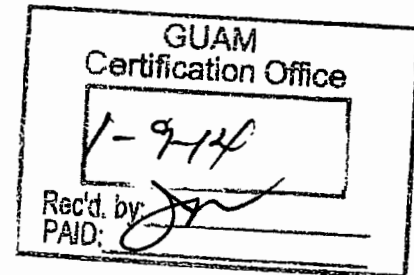
1. Upon the direct issuance of the required certification, I was unable to secure an interview for consideration as a candidate for a GDOE school assistant administrator. Thus, the initial candidacy screening has prevented me from satisfying the recertification requirements.
2. In October of 2010, I was deployed to Georgia for one school year, to receive Infantryman Basic training for the U.S. army and Guam Army National Guard.
3. In May of 2011, I was in a very bad motorcycle accident which kept me away from the school till March of 2012.

I am currently a person with multiple disabilities. I kindly ask for your assistance at the juncture, since the GDOE initial request for the submission of my Admin certification was premature in nature. At this time I am once again being requested to submit my admin certification, in order to be considered as a possible administrative candidate.

Respectfully,

  
Mr. Karl C. Quitano,

Master Teacher





KUMISION SETTEFIKACION PARA I MANMANIDUKA  
GUAM COMMISSION FOR EDUCATOR CERTIFICATION

UOG Station-SOE Room 105, Mangilao, GU 96923

Tel: (671)735-2554 Fax: (671)735-2569

www.gcec.guam.gov



Dear Professional Educator,

Attached is your valid Guam Professional Educator certificate. Immediately report any typographical errors or inaccurate information to the Guam Certification Office.

*Please note that it is the responsibility of the certificate holder to complete and submit the renewal requirements for recertification prior to expiration. INDIVIDUAL RENEWAL NOTICES ARE NOT SENT BY THE GUAM CERTIFICATION OFFICE.*

*The certification requirements for Guam Professional Certification are subject to change and could affect your ability to qualify for additional certification areas or renewal. Certificate holders/applicants are responsible for knowing and meeting current certification requirements.*

*BP 1000.133 Transcripts. Official transcripts, furnished by the college or university at the request of the applicant, shall be the basis for determining the educational qualifications of an applicant for certification. [Official Transcripts shall be received by the Guam Certification Office "sealed" by the issuing college/university registrar.]*

*BP 1000.138 Guam History or Culture. All persons issued an educational professional certificate who have not completed a three (3) semester credit course in Guam history or culture shall complete one (1) such course during the first year after certification. Failure to meet this requirement shall constitute sufficient cause to cancel the certificate until the deficiency is corrected.*

Renewal applications must include:

- 1) Evidence of satisfactory performance (current evaluation);
- 2) Official transcript and/or documentation of professional activities which indicates that additional training or requirements have been acquired within validity period of certificate;
- 3) Professional Growth Plan reviewed and acknowledged by on-site administrator;
- 4) One (1) year teacher mentorship on Guam as applicable;
- 5) Full payment of certificate fees.

Renewal applications submitted must include all required documents. Applications will not be processed until such time that all required documents have been received by the Certification Office.

**REMINDER:** Please submit a copy of your current certificate to your district Personnel Services Office for your employment records and your school principal/site administrator for your work site records.

Quitano, Karl C.  
Print Name

[Signature]  
Initial

1/15/14  
Date

Sincerely,

[Signature]  
LEA E. SANTOS  
Executive Director