

**GCEC Regular Meeting
Monday, October 8, 2018
5 p.m., UOG SOE Building**

I. CALL TO ORDER / ROLL CALL OF MEMBERS

GCEC Chair Hendricks called the meeting to order at 5:00 p.m., on Monday, October 8, 2018 at the UOG – SOE Building, Room 213, Mangilao, Guam.

Present

Commission Members: Gayle Hendricks, Lisa Baza-Cruz, Domingo Ocampo, Roberta Abaday, and Michelle Santos

Others: Dr. Alicia Aguon (UOG)

Excused Absence: Lisa Cooper-Nurse and Jonathan Pilarca

Amendment to the agenda under new business, add A. Standard Operating Procedures and B. Extension Committee.

Motion by Abaday, and seconded by Ocampo. APPROVED.

II. APPROVAL OF MINUTES

Motion by Santos and seconded by Baza-Cruz to approve minutes. APPROVED.

III. REPORTS

A. TREASURER'S REPORT

M. Santos reported that as of the year to date ending, we have a remaining balance of \$29,664 in the local account. Collection fee account still has an outstanding balance of \$14,316. Collection fee account balance is \$108,227.59.

B. CHAIRPERSON'S REPORT

Hendricks stated that they reviewed the applicants for the executive director position and conducted the interview. Results will be discussed under old business.

C. EXECUTIVE DIRECTOR'S REPORT

From September 10 to September 28, there were 10 certificates issued.

Camacho stated that the numbers will increase this year because the first renewal of the 10 years certification began in January 2018. Initial Educators not mentored through the DOE program will be able to apply for an extension provided they meet all other requirements.

A GCEC form for mentorship in DOE/School site will be completed and provided to all GDOE schools and teachers from the list who need mentoring

D. SUB-COMMITTEE

No reports.

IV. OLD BUSINESS

A. EDUCATOR MISCONDUCT

Santos stated that as of 4 p.m. last Friday, October 5, 2018 we did not receive an appeal on the case (refer to records). A letter should be written to inform NASDTEC on the revocation of the certificate. Camacho stated that she contacted Doug to see if there was a way to add a section on the GCEC website in the Educator Search to show certificates that are revoked, suspended, etc. He will look into it, but it may take some time to get it done. Hendricks stated that we should develop a set of SOPs for processes such as this. Hendricks asked to add SOP Development under new business for next month's agenda.

B. CHAMORRO LANGUAGE AND CULTURE REQUIREMENTS

Hendricks asked Camacho to follow up with Chamorro Studies to see if they have something new to present, otherwise they will be removed from the agenda.

C. MENTORSHIP

There should be an update on the DOE mentor program at the next meeting.

D. VACANCY

Hendricks stated that they did interview one person Jason Tedtaotao for the executive director position. Present at the interview was Hendricks, Baza-Cruz, Ocampo, Santos, and Abaday.

Motion by Abaday and seconded by Santos to invite Jason Tedtaotao to the next meeting to meet with everyone. Executive session will follow regarding the vacancy.
APPROVED.

V. NEW BUSINESS

A. STANDARD OPERATING PROCEDURES

CERTIFICATION PROCESS SOP DRAFT

Abaday noticed certification is misspelled under subject. Ocampo asked if there was a payment for temporary. Camacho replied that there is and she will add it in. Camacho stated that for Initial Educator there is not only one way to certify, but we can list the different requirements as well. Santos also mentioned that there shouldn't be "renewal" after Initial since the certificate is non-renewable. Hendricks stated that "renewal" should be after each certificate that can be renewed.

Hendricks stated that there is a new praxis coming into place again. Camacho stated that the law does say Praxis I / Praxis Core. Baza-Cruz asked for clarification on the "penalty for personnel in violation with the procedures established in the SOP who may be disciplined pursuant to the DOA Personnel Rules and Regulations." Camacho stated

it refers to GCEC personnel. Baza-Cruz stated that we will create SOPs for the different parts such as the hearings, certification, misconduct and appeals. Hendricks asked everyone to think about the different SOPs that need to be in place. Abaday mentioned that we should number each draft as we go and the recent draft should be titled certification process.

B. EXTENSION COMMITTEE

Camacho stated that there is an extension request that was submitted. Abaday and Santos were selected to be on the extension committee. Ocampo asked to be included to learn the process. Decisions need to be made within 5 business days.

VI. ANNOUNCEMENTS

Next meeting on Monday, November 19, 2018 at 4:45 p.m.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

Motion by Abaday and seconded by Ocampo to adjourn. APPROVED.
Adjourned at 5:40 p.m.