

KUMISION SETTEFIKASION PARA I MANMANIDUKA
GUAM COMMISSION FOR EDUCATOR CERTIFICATION

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GCEC Regular Meeting
Monday, November 16, 2020
2:00 p.m.
AGENDA

- I Call to Order / Roll call of members
- II Approval of Agenda
- III Approval of Minutes
 - A. October 26, 2020 – Regular Meeting
- IV Reports
 - A. Treasurer
 - B. Chairperson
 - C. Executive Director
 - D. Sub-Committees
- V Old Business
 - A. Educator Misconduct
 - B. GCC CTE Degree
 - C. GCEC FY2021 Budget
- VI New Business
- VII Ex-Officio
- VIII Announcements
- IX Executive Session
- X Adjournment

**GCEC Regular Meeting
Monday, October 26, 2020
4:30 p.m., via ZOOM**

I. CALL TO ORDER / ROLL CALL OF MEMBERS

Chairperson Hendricks called the meeting to order at 4:35 p.m., on Monday, October 26, 2020 via ZOOM.

Present:

Commission Members: Dr. Gayle Hendricks, Dr. Lisa Baza-Cruz, Dr. Michelle Santos, Roberta Abaday, Dr. Lisa Cooper-Nurse,

Absent:

Commissioner Domingo Ocampo III

Ex-Officio Member Present: Dr. Alicia Aguon (UOG)

II. APPROVAL OF AGENDA

Chairperson Hendricks requests that New Business item "B: GCC CTE Degree" move to after approval of Minutes, second is to move New Business item "D: Commissioner Terms" to after Executive Session.

Motion by R. Abaday to approve changes in agenda, seconded by Treasurer Vice-Chair Baza-Cruz. APPROVED.

III. APPROVAL OF MINUTES

Treasurer Santos moved to approve the minutes of July 6th as presented and seconded by R. Abaday. APPROVED.

Treasurer Santos moved to approve the minutes of July 9th as amended to reflect the correct date and to replace the word Regular Meeting with Special meeting, seconded by L. Cooper-Nurse. APPROVED as Amended.

Vice-Chair Baza-Cruz moved to approve the minutes of July 9th as amended to replace the word Regular Meeting with Special meeting, seconded by Treasurer Santos. APPROVED as Amended.

IV. GCC CTE Degree Discussion

Chairperson Hendricks introduced the team representing the Guam Community College to discuss the recently developed Bachelor of Science Degree in Career Technical Education and how graduates would be eligible for certifications issued by GCEC.

Present from the Guam Community College:

Pilar Williams, Acting Dean – TPS

Dr. Marsha Postrozny, Professor, Education – Early Childhood Education
Dr. Deborah Ellen, former Department Chair
Marivic Schrage, Associate Professor, Program Design Lead

Ms. Schrage provided her presentation to the Commission.

R. Abaday asked what are the fields for specialization mentioned in the BSCTE degree. Ms. Schrage suggested that these fields would be derived from their course cluster.

Chairperson Hendricks requested a copy of the presentation for the Commission files.

R. Abaday inquired in the design of the curriculum, was the program built to compliment the GCEC certification requirements or if they are a different path. Ms. Schrage stated that the program was built to connect with the GCEC certification requirements. Dr. Postrozny reiterated that other department chairs at the Guam Community College played a part in building the program design.

Vice-Chair Baza-Cruz inquired if practicum was required in the program. Ms. Schrage replied that practicum is a part of the program design.

R. Abaday inquired if students who obtained the BSCTE degree would still be required to take additional classes at UOG to be eligible for certification. Ms. Schrage suggested that there may be occasions when students would need to take additional courses should they intend to seek certification in subject content outside of the student's program path.

Chairperson Hendricks thanks the representatives of the Guam Community College for their attendance and presentation. Chairperson Hendricks stated that the Commission will compare the current certification standards to the program of study. Chairperson Hendricks further extended an invitation for the group to return when the Commission has had some time to review to discuss further. She then dismissed the group.

V. REPORTS

A. TREASURER'S REPORT

Treasurer Santos has a few outstanding questions with the report provided and requests that the report be tabled to the following meeting.

B. CHAIRPERSON'S REPORT

Chairperson Hendricks reported contacting Guam Community College President Dr. Mary Okada to have a presentation on the GCC CTE Bachelor's degree. Members were present and provided their presentation earlier.

C. EXECUTIVE DIRECTOR'S REPORT

GCEC is currently operating under a "Safer at Home" PCOR1 declaration. The physical office is closed temporarily until the island returns to PCOR2 or higher status. Applications are now accepted online. Further in an effort to provide more avenues for customers to contact the office, GCEC was able to establish a WhatsApp for Business account using the 735-2554 office line.

ED Quenga reported the following number of certificates issued:

July - 118

August - 67

September - 9

October - 8

The total number of Emergency Certification issued under the Executive Order 2020-26 is 86. Which were issued from August 10 to October 23.

The office continues to experience substantial delays in requested transcripts from applicants. In response to this issue, office staff continue to advise applicants to request their official transcripts as soon as possible.

ED Quenga communicated the intent to request a strategic planning retreat with the Commission. Is open to the Commission's interest and availability.

ED Quenga received communication from the AGA that GCEC was identified to be recognized as an agency who successfully submitted their Citizen-Centric Report for 10 consecutive years. Would like to acknowledge the Commission and the GCEC staff for this achievement. GCEC's FY2019 CCR will be submitted by the deadline and uploaded on the agency's website.

ED Quenga will be preparing a memorandum with helpful information for persons seeking new or to renew their certifications with GCEC to be transmitted to the GDOE Superintendent with a request to transmit to agency wide to all GDOE personnel.

ED Quenga is working with the Guam State Clearinghouse to establish the agency's grant profile and is currently targeting to apply for a Technical Assistance Program grant offered by the Department of Interior, Office of Insular Affairs. The application may include the procurement of data management software. Grant application deadline is April 2021. R. Abaday recommended that the Chairperson be involved the grant development. ED Quenga agreed and raised that the strategic retreat would provide the greatest opportunity in developing the

goals and objectives with the Commission. Treasurer Santos requested that the ED provide a written report with the points presented so the Commission will follow.

D. SUBCOMMITTEES

- a. No Report

VI. OLD BUSINESS

A. EDUCATOR MISCONDUCT

- a. No Report

VII. NEW BUSINESS

A. GCEC & UOG MOU

ED Quenga reported that the sub-committee chaired by Commissioner Ocampo held a meeting. In attendance was Chairperson Hendricks. The meeting concluded with a few items to be explored to enhance the agreement with the University. Though the sub-committee chair is not present in the meeting, ED Quenga requested how the Commission would like to receive the working agreement file.

Chairperson Hendricks requested that a written draft be developed and provided to the Commission for review and feedback.

Treasurer Santos raised a concern where deposits are required to be made bi-weekly which hasn't been done. ED Quenga agreed and would connect with the Comptroller to secure greater accountability and adherence to the contract.

B. FISCAL YEAR 2021 BUDGET

The Commission received an appropriation of \$228,000 which is enough to cover salaries and benefits. Despite an unanticipated increase in the employer healthcare contribution, GCEC is still able to meet 100% of the personnel costs. This is primarily attributed to one employee canceling their coverage. ED Quenga requests that Commission consider the operational costs and how might they wish to proceed with the remaining operational costs.

ED Quenga presented the budget file and discussed the specific line items included under contractual. Chairperson Hendricks noted that the January NASDTEC meeting was postponed and that the Commission may consider cancelling its attendance in the annual conference to reduce the total cost to contractual.

Chairperson Hendricks requested that ED Quenga provide a breakdown of what is currently proposed in the budget and provide alternative budget scenarios to consider.

Treasurer Santos moved to direct ED Quenga to solicit and prepare a cost savings plan for the Commission to consider pursuant to FY2021's operational costs, seconded by Vice-Chair Baza-Cruz. APPROVED.

VIII. EX-OFFICIO

UOG: Dr. Alicia Aguon would like to congratulate Dr. Michelle Santos for leading the development of School of Education's Accreditation Report. The sentiment was echoed by Chairperson Hendricks.

IX. ANNOUNCEMENTS

Chairperson Hendricks solicited the Commission's feedback for the next Commission meeting. The Commission supported meeting on Monday, November 16th at 2:00pm.

X. EXECUTIVE SESSION

The Commission moved into Executive Session at 6:22pm and rose from Executive Session at 6:24pm

R. Abaday moved to support the nomination of Dr. Gayle Hendricks, Dr. Michelle Santos, and Domingo Ocampo III and refer their names for consideration by I Maga'hagan Guahan for appointment to the Guam Commission for Educator Certification, seconded by L. Cooper-Nurse. APPROVED.

XI. ADJOURNMENT

Meeting adjourned at 6:24 p.m.

Motion by R. Abaday, and seconded by Vice-Chair Baza-Cruz. APPROVED.