

# KUMISION SETTEFIKASION PARA I MANMANIDUKA GUAM COMMISSION FOR EDUCATOR CERTIFICATION

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## MEMBERS

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## EX-OFFICIO MEMBERS

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

- I Call to Order / Roll call of members
- II Approval of Agenda
- III Approval of Minutes
  - A. July 6, 2020 – Regular Meeting
  - B. July 9, 2020 – Special Meeting
  - C. July 30, 2020 – Special Meeting
- IV Reports
  - A. Treasurer
  - B. Chairperson
  - C. Executive Director
  - D. Sub-Committees
- V Old Business
  - A. Educator Misconduct
- VI New Business
  - A. GCEC & UOG MOU
  - B. GCC CTE Degree
  - C. Fiscal Year 2021 Budget
  - D. Commissioner Terms
- VII Ex-Officio
- VIII Announcements
- IX Executive Session
- X Adjournment

**GCEC Regular Meeting  
Monday, July 6, 2020  
3:00 p.m., via ZOOM**

**I. CALL TO ORDER / ROLL CALL OF MEMBERS**

Chairperson Hendricks called the meeting to order at 3:00 p.m., on Monday, July 6, 2020 via ZOOM.

Present:

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

Ex-Officio Members: Dr. Alicia Aguon (UOG), Lourdes Benavente (GEB), and Apolline San Nicolas (GCC)

**II. APPROVAL OF AGENDA**

Dr. Michelle Santos requested to add item "D. Other Issues" under New Business Motion by R. Abaday to approve changes in agenda, and seconded by Treasurer Santos. **APPROVED.**

**III. APPROVAL OF MINUTES**

**Motion by Treasurer Santos to approve minutes and seconded by D. Ocampo.**  
Discussion: Treasurer Santos requested that the minutes reflect a deposit in the amount of \$9,095 on March 6<sup>th</sup>

**Treasurer Santos moved to approve the minutes of March 16<sup>th</sup> as amended and seconded by R. Abaday. APPROVED.**

**IV. REPORTS**

**A. TREASURER'S REPORT**

Treasurer Santos reports that within the Special Account, GCEC has an unallotted balance of \$31,766 and a YTD Total Expenditures of \$104,271.01. There are no changes in the Fees account and no other payments received. The report is the same as what was reported in the last meeting.

Vice-Chair Baza-Cruz, requested to make technical correction on the note portion of the report.

**B. CHAIRPERSON'S REPORT**

Chairperson Hendricks reported meeting with newly hired GCEC Executive Director Jesse Quenga to discuss the direction would be from the collective commission.

Chairperson Hendricks also reported having positive meetings with Oversight Chairperson Sen. Telena Nelson and Budget Chair Sen. Joe San Agustin. Sen. San Agustin shared his intention to increase the Commission's budget.

### C. EXECUTIVE DIRECTOR'S REPORT

Jesse Quenga completed processing with the Department of Administration and began his employment on January 22, 2020.

ED Quenga echoed the sentiments expressed during the Chairperson's report regarding the positive meetings with Senator's Telena Nelson and Joe San Agustin. ED Quenga also mentioned the Budget chair's intention to include a continuing appropriation provision for the GCEC in the FY2021 Budget bill.

ED Quenga reported that 130 certificates had been issued during the period of March 16 – July 2, 2020.

ED Quenga reported that the MOU between GCEC and UOG for office space is set to expire at the end Fiscal Year 2020 and is subject to renegotiations. ED Quenga shared that per UOG SOE Dean Dr. Aguon, SOE Room 107 which is adjacent to the existing office space is available should the Commission wish to utilize this space. ED Quenga requests the establishment of a Sub-committee relative to the UOG Negotiations. Chairperson Hendricks appointed R. Domingo and G. Hendricks to the sub-committee, to which R. Domingo will serve as Sub-committee Chair.

Chair Hendricks asked ED Quenga to present the board the request to implement a modified staff work schedule. The Commission directed ED Quenga to prepare a formal request to the Commission and include information available from the CDC and discuss how we have been able to prepare the office to be in compliance while still servicing customers. The Commission has set to hold a Special Meeting on Thursday, July 9<sup>th</sup> at 3:00pm.

### D. SUBCOMMITTEES

- a. SOP's up for discussion under "New Business"

## V. OLD BUSINESS

### A. EDUCATOR MISCONDUCT

No Report

## B. EXECUTIVE DIRECTOR POSITION

R. Abaday inquired if ED Quenga had resigned from his capacity as Chairman of the Guam Academy Charter Schools Council as requested back in March. ED Quenga stated that he did not resign from the position pending the official start date with the Commission. ED Quenga advised that his term is set to expire at the end of the month and that he is volunteering his time and not receiving a stipend for attending Council meetings.

## C. FISCAL YEAR 2020 BUDGET

Chair Hendricks reiterated the status given under the Chairperson's report.

## VI. NEW BUSINESS

### A. Standard Operating Procedures

Commissioner Abaday requested that the Commission consider SOP's 2020-05, 2020-06, and 2020-07 as one action.

#### 2020-05: Certification Process for School Counselors

Vice-Chair Baza -Cruz raised a concern raised by a constituent regarding the Master Certificate in Counseling. Under Section 6 item 6, the concern suggested that the SOP would require more than what was required in Guam law. Commissioner Abaday stated what is indicated in the SOP is what is stated in Guam law. Treasurer Santos read the requirements for the Certificates in Counseling. SOP was amended to include a requirement of a degree in School Counseling. Technical correction on line 9 where GCEC is listed twice.

**R. Abaday moved to approved SOP 2020-05 as corrected. Seconded by Vice-Chair Baza Cruz. No discussion. Motion Carries.**

#### 2020-06: Extensions of Certificates Under Emergency Conditions

**R. Abaday moved to approved SOP 2020-06 as presented. Seconded by Treasurer Santos. No discussion. Motion Carries**

#### 2020-07: Extensions of Temporary Certificates Under Emergency Conditions

Chairperson Hendricks reiterated that the Commission would be able to extend an issued certificate, but could not remove any requirements as stipulated in Guam law. Commissioner Abaday stated that the Commission was to review and consider draft. Treasurer Santos moved to remove the italics text in the SOP regarding the waiving of the testing requirements. Seconded by Commissioner Cooper-Nurse.

**Treasurer Santos moved to approve the SOP as amended. Seconded by L. Cooper-Nurse. No Discussion. Motion Carries.**

- B. Governor's Circular No. 2019-052 "Request for Legal Opinion from the Attorney General's Office"

Director Quenga provided the General Circular as a guide should the Commission seek to approve the Commission Chairperson seek legal guidance on the proposed Commission action waiving the Temporary Teaching Certificate requirements. The Commission's decision to seek an Executive Order deems no action regarding this agenda item. The Commission also expressed that this is already practiced when Legal Opinion is requested.

- C. Request for Approval of Special Appropriation

Chairperson Hendricks would like the Commission to consider approving an appropriation for Digital Thermometers and an office chair for the Executive Director.

**Treasurer Santos moved to approve the purchase of the Thermometer. Seconded by R. Abaday. No objections. Motion Carries.**

**Treasurer Santos moved to approve the purchase of the office chair for the Executive Director at \$800 or less. Seconded by L. Cooper-Nurse. No objections. Motion Carries.**

- D. Other Issues

Treasurer Santos presented her research on issuing a traditional certification in Journalism and if the Journalism PRAXIS exam would meet the threshold a passing PRAXIS score. Currently there is no indication if this assessment is still offered. Chairperson Hendricks requested that Certification Officer Camacho request for this assessment with ETS and cross-train Director Quenga in making such requests. Treasurer Santos moved to approve accepting the Journalism PRAXIS as meeting the requirement to issue a Certificate in Journalism.

**R. Abaday moved to approved the Journalism PRAXIS test provided that the test is currently offered by ETS and that the Commission adopt the recommend passing score. Seconded by Treasurer Santos. No objections. Motion Carries.**

Chairperson Hendricks sought clarification on how the BSCTE degree will be articulated in the certification process. Chairperson Hendricks requested Commission approval to contact GCC President Mary Okada to have a representative of the BSCTE program present to the Commission. Vice-Chair Baza-Cruz moved to approve. Seconded by Commissioner Abaday. No objections. Motion Carried.

## VII. EX-OFFICIO

UOG: Dr. Alicia Aguon shared a survey was taken with SOE faculty on their preferred delivery of instruction. The School of Education classrooms have been modified with adequate spacing and plexi-glass shields. It will be mandatory as part of the COOP that all visitors will be required to a temperature.

Dr. Aguon would also like acknowledge and commend that under the Chairmanship of Dr. Michell Santos, the accreditation document was finalized and submitted. It also received accolades from the University's senior leadership.

GDOE: Board Member Lourdes Benavente shared that the department is still awaiting approval from DPHSS for them to resume classes. The department was also able to secure additional PPE and School supplies. The plan is that when supplies are depleted, the respective school affected will be closed until depleted supplies are replenished.

GCC: Apolline San Nicolas reported that the CTE Bachelors degree will begin in Spring 2021. Until September 30<sup>th</sup> the POC will be VP Dr. Somera, who will be retiring on September 30<sup>th</sup>. The College is currently looking to recruit a VP of Finance and a VP of Academic Affairs.

## VIII. ANNOUNCEMENTS

R. Abaday would like to welcome aboard ED Quenga.

## IX. EXECUTIVE SESSION

## X. ADJOURNMENT

Meeting adjourned at 4:55 p.m.

**Motion by Cooper-Nurse, and seconded by Santos. APPROVED.**

**GCEC Special Meeting  
Thursday, July 9, 2020  
3:00 p.m., via ZOOM**

**I. CALL TO ORDER / ROLL CALL OF MEMBERS**

Chairperson Hendricks called the meeting to order at 3:00 p.m., on Thursday, July 9, 2020 via ZOOM.

Present:

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

Ex-Officio Members: Dr. Alicia Aguon (UOG), Lourdes Benavente (GEB), and Apolline San Nicolas (GCC)

**II. NEW BUSINESS**

**A. Commissions Response to COVID-19**

Chairperson Hendricks presents for the Commission's discussion the approval of the official waiver language to be presented to the Governor.

Treasurer Santos moved to approved the waiver language presented. Seconded by D. Ocampo. No objections. Motion carries.

Chairperson Hendricks now presents the proposed office schedule for consideration by the Commission.

Vice-Chair Baza-Cruz would like to express her opinion that there are still essential and non-essential employees and that the ED and Certification Officer be in the office and the AA telework. CO Camacho was asked to respond. CO Camacho expressed that there is evidence that work is still being performed while teleworking. The chief concern is to provide adequate social distancing to keep all staff safe. Other offices that are also customer facing have made similar adjustments to protect both the office and the customer. Treasurer Santos urged that the Commission support the request as provided and that the Commission could always revisit this decision should issues arise. R. Abaday requested that the scheduled reflect that the middle block will be from 10am-2pm inclusive of the lunch hour.

**Vice-Chair Baza-Cruz moved to approve the revised office schedule based on the safety concerns for the GCEC staff during the pandemic. Seconded by D. Ocampo. No further discussion. Motion carries.**

The Commission discussed calling a special meeting to receive a report on the office operations and to decide whether to extend the adjusted schedule or return

to the traditional schedule. R. Abaday recommended meeting on July 30<sup>th</sup>. All Commissioner's confirmed their availability. Chairperson Hendricks advised that she will call a Special meeting on Thursday, July 30<sup>th</sup> at 2:00pm. She further requested that ED Quenga provide a status report to the Commission on July 28<sup>th</sup>.

III. ADJOURNMENT

Meeting adjourned at 3:30 p.m.

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



**GCEC Special Meeting  
Thursday, July 30, 2020  
2:00 p.m., via ZOOM**

**I. CALL TO ORDER / ROLL CALL OF MEMBERS**

Chairperson Hendricks called the meeting to order at 2:00 p.m., on Thursday, July 30, 2020 via ZOOM.

Present:

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

Ex-Officio Members: Dr. Alicia Aguon (UOG), Lourdes Benavente (GEB), and Apolline San Nicolas (GCC)

Other Attendees: Leeana Lynn L. Borja, Appointee

**II. NEW BUSINESS**

**A. Commissions Response to COVID-19**

Chairperson Hendricks requests that ED Quenga provide the Commission with a presentation on the proposed office schedule for the month of August.

ED Quenga provided the Commission the proposed staff schedule for the month of August. ED Quenga noted that the schedule would allow compliance with Public Health guidance issued under the Governor's declared health emergency, placing Guam under PCOR2.

R. Abaday asked if the July schedule worked well for the office.

ED Quenga presented a survey completed by the staff. Highlights included that the staff found no trouble transitioning to the telework schedule. Staff recommendations included a request to extend the schedule until the lifting of the Health Emergency or when the GCEC can acquire additional office space to allow for adequate social distancing.

Treasurer Santos thanked ED Quenga for the presentation and for sharing the feedback received from the staff regarding the proposed schedule.

**Treasurer Santos moved to extend the adjusted office schedule into the Month of August. Seconded by R. Abaday. No objections. Motion carries.**

Chairperson Hendricks would now like the Commission to consider the expenditure request for COVID related supplies and equipment.

ED Quenga presented the request which is broken down into two parts. First is for supplies. ED Quenga is requesting the Commission appropriate \$638.88 for the purchase of Personal Protective Equipment (PPE) for the GCEC office staff. ED Quenga clarified the quantity of supplies indicated in the quote. The second request is to appropriate \$600 for the purchase of thermal scanner / automatic hand sanitizing dispenser.

**Treasurer Santos moved to appropriate \$638.88 for the purchase of PPE supplies for the GCEC office. D. Ocampo seconds the motion. No further discussion. Motion carries.**

On the appropriation of \$600 for the purchase of thermal temperature scan and hand sanitizer dispenser. D. Ocampo expressed that the most 'high traffic' businesses have not adopted this type of equipment and it may be unnecessary to procure. D. Ocampo asked if monitoring temperatures are a requirement in the Public Health Guidance. R. Abaday that her review of the Public Health guidance did not mandate this requirement. ED Quenga clarified that the guidance issued provides for the minimal safety procedures required for government offices to operate. ED Quenga implored the Commission to consider this request as an added measure to ensure staff and customers are not exposed to the virus. Chairperson Hendricks raised concern about the Commission being liable to any potential lawsuit.

**D. Ocampo moved to deny the appropriation request of \$600.00 for the purchase of Thermal Scanners and approve GCEC's purchase of three (3) handheld thermal temperature readers. R. Abaday seconds the motion. No further discussion. Motion carries.**

ED Quenga provided the Commission with an update on the Executive Order on the temporary teaching certificate. The Governor's Legal Office communicated that the legal document had been prepared and is pending action by the Governor.

Treasurer Santos thanked ED Quenga for following up on the Commission's waiver request.

**R. Abaday moved that Dr. Hendricks be given the authority to approve the requisition for handheld thermal scanners. Vice-Chair Baza-Cruz seconds the motion. No further discussion. Motion carries.**

### III. ADJOURNMENT

Next meeting scheduled for August 17<sup>th</sup> at 4:00pm. Meeting adjourned at 2:45 p.m.

**Motion by Treasurer Santos, and seconded by R. Abaday. APPROVED.**