

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

TREASURER'S REPORT

Tuesday, February 11, 2015

(Run Date) 2/10/2015

5100A157600GA001

PL 130-55 GENERAL FUND APPROPRIATION ACCOUNTS (5100A147600GA001) - YEAR-TO-DATE						
Budget Category	(a)	(b)	(c)	(d)	(b - c - d)	(a - b)
Total	Appropriation	Allotments	Expenditures	Encumbrances	Funds Available	Unallotted Balance
111 - Personnel	138,324.00	58,524.00	47,705.36		10,818.64	79,800.00
113 - Benefits	43,295.00	16,576.00	20,689.72		(4,113.72)	26,719.00
114- Health Benefits	-				-	-
220- Travel	8,400.00	7,722.00	6,001.98		1,720.02	678.00
230 - Contractual services	52,460.00	44,591.00	1,072.87	7,201.12	36,317.01	7,869.00
233 - Building rent	6,000.00	5,100.00	2,500.00	2,500.00	100.00	900.00
240 - Supplies	1,062.00	450.00	218.79		231.21	612.00
250- Equipment	2,500.00				-	2,500.00
271- Drug Testing Charge:	-				-	-
290 - Miscellaneous	1,200.00	700.00	300.00		400.00	500.00
363 - Telephone	4,800.00	4,080.00	912.24	216.45	2,951.31	720.00
Total	258,041.00	137,743.00	79,400.96	9,917.57	48,424.47	120,298.00

GCEC Local Appropriation Account: 5100A157600GA001

Fiscal Year FY15 Amount Budget approved \$258,041.00

Total Expenditures & Encumbrances as of February 11, 2015 - \$89,318.53

Balance amount for Local account as of February 11, 2015 \$120,298.00 including reserved funds.

KUMISION SETTEFIKASION PARA I MANMANIDUKA
GUAM COMMISSION FOR EDUCATOR CERTIFICATION
 Fiscal Year 2015
TREASURER'S REPORT
 Tuesday, February 11, 2015
 (Run Date) 2/10/2015

BUDGET CATEGORY		APPROPRIATION ACCOUNT (5100X087600RS501800) - YEAR-TO-DATE			COLLECTIONS / DEPOSITS		
		(a) Allotments	(b) Expenditures	(c) Outstanding Available	Funds (a - b - c)	Monthly Collections (110023213)	Collection Periods
111 - Personnel	3,196.92		3,196.92			4,485.00	Aug 01-30, 2014
113 - Benefits	1,006.13		1,006.13			-	Sept 01-30, 2014
220 - Travel	8,079.00	2,360.00		5,719.00			No collection
230 - Contractual services	3,033.46		3,033.46			1,572.00	Oct 01-30, 2014
233 - Building rent	1,500.00		1,500.00			5,662.00	Nov 01-30, 2014
240 - Supplies	220.56	86.90		133.66			Dec 01-31, 2014
250 - Equipment	-			-			
271 - Drug testing	150.00		150.00				
290 - Miscellaneous	282.18	200.00		82.18			
363 - Telephone	1,968.53	89.71		1,878.82			
450 - Capital outlay	-			-			
800 - Exp Reim		(44,795.13)		44,795.13			
Total	19,436.78	1,180.00	-	18,256.78	-	11,719.00	(Fiscal Year Deposits)

FOOTNOTE:

Carry Over Collection Fees Beginning Balance FY2015 as of 10/01/2014 \$ 83,409.93
FY15 Year to Date Collection fee Deposited as of 2/10/2015 11,719.00
FY15 Year to Date Expenditures (Matching) 2,736.61
Total Collection Fees not loaded as of 2/10/2015 \$ 92,392.32

GCEC Collection Fee Appropriation Account: 5100X087600RS501

Fiscal Year FY15 rollover appropriated funds \$19,436.78

Total Fiscal Year 2015 Expenditures \$1,180.00

Balance amount for Collection Fee account as of February 11, 2015 \$18,256.78

Collected Fees Available and Not Loaded

Collected Fees from Periods October 01-February, 2015 is \$11,719.00.

Grand Total Collection fees available and not loaded \$92,392.32

GUAM COMMISSION FOR EDUCATOR CERTIFICATION
COLLECTION FEES HISTORY - ACCOUNT NO. 110023213

COLLECTION PERIODS	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
DEC - JAN COLLECTIONS	\$ -	\$ 4,985.00	\$ 2,085.00	\$ 7,926.77	\$ 9,835.50	\$ 9,925.00	\$ 5,920.00
JUN- AUG COLLECTIONS	\$ 3,125.00	\$ 5,990.00	\$ 4,225.00	\$ 9,502.50	**	\$ 21,995.00	\$ 17,664.00

**** NOTE: Lump Sum collection amount received for fiscal year 2012 covering October 21, 2011 - September 18, 2012.**

GUAM COMMISSION FOR EDUCATOR CERTIFICATION

2/4/2015

Cert No.	TYPE	SUBJECT & FIELD	ISSUED	EXP. DATE
7644	Renewal	Basic Educator: Chamorro Language & Culture K-12	1/22/2015	1/21/2017
7634	Renewal	Basic Educator: Chamorro Language & Culture K-12	1/14/2015	1/13/2017
7601	Initial	Basic Educator: Chamorro Language & Culture K-12	1/9/2015	1/8/2017
7595	Initial	Basic Educator: Chamorro Language & Culture K-12	1/8/2015	1/7/2017
7648	Initial	Basic Educator: Preschool	1/22/2015	1/21/2018
7640	Renewal	Basic Educator: Preschool	1/15/2015	1/14/2018
7610	Non-Renewable	Initial Educator: Elementary K-5	1/12/2015	1/11/2018
7635	Non-Renewable	Initial Educator: Language Arts 6-12	1/14/2015	1/13/2018
7652	Non-Renewable	Initial Educator: Science 6-12	1/29/2015	1/28/2018
7633	Non-Renewable	Initial Educator: Science 6-12	1/14/2015	1/13/2018
7647	Non-Renewable	Initial Educator: Chamorro Language & Culture K-12	1/22/2015	1/21/2018
7645	Replacement	Initial School Counselor	3/14/2014	3/13/2017
7612	Initial	Master Educator: Chamorro Language & Culture K-12	1/12/2015	1/11/2025
7594	Initial	Master Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2025
7628	Initial	Master Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2025
7636	Initial	Master Educator: Health and Physical Education K-12	1/15/2015	1/14/2025
7592	Replacement	Master Educator: Special Education K-12	1/15/2010	1/15/2020
7649	Initial	Master Educator: Special Education Pre K-12	1/23/2015	1/22/2025
7616	Renewal	Master School Administrator K-12	1/16/2015	1/15/2025
7613	Initial	Master School Counselor K-12	1/17/2015	1/16/2025
7600	Initial	Master School Counselor K-12	1/15/2015	1/14/2025
7631	Renewal	Professional Educator: Business Education 6-12	1/15/2015	1/14/2020
7629	Renewal	Professional Educator: Career & Technical Education	1/15/2015	1/14/2020
7641	Renewal	Professional Educator: Chamorro Language & Culture K-12	1/16/2015	1/15/2020
7622	Initial	Professional Educator: Chamorro Language & Culture K-12	1/13/2015	1/12/2020
7621	Initial	Professional Educator: Chamorro Language & Culture K-12	1/14/2015	1/13/2020
7646	Initial	Professional Educator: Early Childhood Pre K-2 and Elementary K-5	1/23/2015	1/22/2020
7620	Renewal	Professional Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2020
7607	Renewal	Professional Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2020
7606	Renewal	Professional Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2020
7605	Renewal	Professional Educator: Early Childhood Pre K-2 and Elementary K-5	1/15/2015	1/14/2020
7658	Initial	Professional Educator: Elementary K-5	2/4/2015	2/3/2020
7654	Replacement	Professional Educator: Elementary K-5	8/15/2013	8/14/2018
7642	Initial	Professional Educator: Elementary K-5	1/26/2015	1/25/2020
7624	Renewal	Professional Educator: Elementary K-5	1/15/2015	1/14/2020
7618	Renewal	Professional Educator: Elementary K-5	1/15/2015	1/14/2020

Gen#	TYPE	SUBJECT & FIELD	ISSUED	EXP. DATE
7597	Initial	Professional Educator: Elementary K-5	1/15/2015	1/14/2020
7596	Initial	Professional Educator: Elementary K-5	1/8/2015	1/7/2020
7615	Renewal	Professional Educator: Elementary K-5 and Chamorro Language & Culture K-12	1/15/2015	1/14/2020
7614	Renewal	Professional Educator: Elementary K-5 and Chamorro Language & Culture K-12	1/15/2015	1/14/2020
7650	Renewal	Professional Educator: Elementary K-6	5/14/2015	5/13/2020
7625	Renewal	Professional Educator: Elementary K-6	1/15/2015	1/14/2020
7643	Initial	Professional Educator: Health and Physical Education 6-12	2/12/2015	2/11/2020
7594	Renewal	Professional Educator: Health and Physical Education 6-12	1/15/2015	1/14/2020
7619	Renewal	Professional Educator: Japanese and Language Arts 6-12	1/15/2015	1/14/2020
7656	Initial	Professional Educator: Japanese and Social Studies 6-12	4/17/2015	4/16/2020
7627	Renewal	Professional Educator: Language Arts 6-12	1/15/2015	1/14/2020
7623	Initial	Professional Educator: Language Arts 6-12	1/23/2015	1/22/2020
7599	Renewal	Professional Educator: Language Arts 6-12	1/15/2015	1/14/2020
7632	Renewal	Professional Educator: Social Studies 6-12	1/15/2015	1/14/2020
7630	Renewal	Professional Educator: Social Studies 6-12	1/15/2015	1/14/2020
7602	Renewal	Professional Educator: Social Studies 6-12	1/15/2015	1/14/2020
7598	Renewal	Professional Educator: Social Studies 6-12	1/15/2015	1/14/2020
7611	Initial	Professional Educator: Special Education Pre K-12	2/8/2015	2/7/2020
7638	Renewal	Professional School Administrator K-12	1/15/2015	1/14/2020
7637	Initial	Professional School Administrator K-12	1/15/2015	1/14/2020
7653	Renewal	Professional School Counselor K-12	3/19/2015	3/18/2020
7655	Extension	Temporary Educator: K-12	2/3/2015	2/2/2016
7651	Initial	Temporary Educator: K-12	1/29/2015	1/28/2017
7639	Initial	Temporary Educator: K-12	1/15/2015	1/14/2017
7626	Renewal	Temporary Educator: K-12	1/13/2015	1/12/2017
7617	Initial	Temporary Educator: K-12	1/13/2015	1/12/2017
7609	Renewal	Temporary Educator: K-12	1/17/2015	1/16/2017
7608	Initial	Temporary Educator: K-12	1/12/2015	1/11/2017
7604	Initial	Temporary Educator: K-12	1/12/2015	1/11/2017
7603	Renewal	Temporary Educator: K-12	1/8/2015	1/7/2017
7593	Initial	Temporary Educator: K-12	1/7/2015	1/6/2017



The American Council on the Teaching of Foreign Languages

The following states are using Official ACTFL testing in foreign languages for some component of their teacher certification process. These states have established a formal testing protocol with the LTI, The ACTFL Testing Office, to assess teacher candidate speaking and writing proficiency. The minimal level of proficiency is established by the individual state.

State	Purpose	Required for	Test	Minimal level required: OPI/WPT
Alaska	Highly Qualified Status (NCLB)	Chinese, Japanese and Russian	OPI, WPT	Advanced Mid/Advanced Low
Arizona	Teacher Certification	World Languages except for Spanish, German, French, or English	OPI, OPIc, WPT	Advanced Low/Advanced Low
Arkansas	Teacher Certification -WL	Chinese Mandarin	OPI, WPT	Intermediate High/Intermediate High
	Teacher Certification - WL	World Languages	OPI, WPT	Intermediate High/Intermediate High
Connecticut	To waive 24 semester hours of credit for native/hear-native speakers toward certification with an Advanced Low rating on the OPI.		OPI	Advanced Low (OPI only)
Delaware	Teacher Certification *For Chinese, French, German and Spanish WL applicants, only the Praxis II will be accepted.	Bilingual or ESOL - Languages using Roman based alphabet Bilingual or ESOL - Languages using Non-Roman based alphabet WL - Languages using Roman based alphabet WL - Languages using Non-Roman based alphabet	OPI, WPT OPI, WPT OPI, WPT OPI, WPT	Advanced Low/Advanced Low Advanced Low/Intermediate High Advanced Low/Advanced Low Advanced Low/Intermediate High
Florida	Teacher Certification	Arabic, Haitian Creole, Greek, Hebrew, Hindi, Italian, Japanese, Mandarin, Persian Farsi, Portuguese, and Russian	OPI, WPT	Advanced Low/Advanced Low
Georgia	Teaching Permit -WL	Languages using Roman based alphabet Languages using Non-Roman based alphabet	OPI, WPT OPI, WPT	Advanced Low/Advanced Low Intermediate High/Intermediate High
Hawaii	Teacher Certification	Languages using Roman based alphabet Languages using Non-Roman based Alphabet	OPI, OPIc, WPT	Intermediate High/Intermediate High Intermediate Mid/Intermediate Mid
Maine	Teacher Certification -WL *as an alternative to coursework to document language proficiency	World Languages	OPI, WPT	Advanced Low/Advanced Low

State	Purpose	Required for	Test	Minimal level required: OPI/WPT
Maryland	Teacher Certification -WL	Arabic, Italian, Japanese, Portuguese, Russian, and Turkish	OPI, OPIc, WPT, ProFluent+	Intermediate High
	Teacher Certification -WL as an alternative to Praxis II	Chinese, French, German, and Spanish	OPI, OPIc, WPT ProFluent+	Intermediate High
New Jersey	Teacher Certification - WL	Category I, II, III languages	OPI	Advanced Low (OPI only)
	Teacher Certification - WL	Category IV languages		Intermediate High (OPI only)
	Teacher Certification - ESL	English	OPI, WPT	Advanced Low/Advanced Low
	Teacher Certification - Bilingual	English	OPI, WPT	Advanced Low/Advanced Low
New York	Teacher Certification - Languages Other Than English (LOTE) certification (Grades 5-9 or Grades 7-12)	Roman alphabet based languages	OPI, WPT	Advanced Low/Advanced Low
	*The OPI and WPT can be used in lieu of college study in content knowledge, including language and culture, to satisfy up to 30 Content Hours for purposes of applying for teacher certification. Both the OPI and WPT must be passed at the appropriate level. There are additional certification requirements.	Non-Roman alphabet based languages	OPI, WPT	Intermediate High/Intermediate High
North Carolina	Lateral Entry and Added Area Certification	World Languages	OPI, WPT	Intermediate High/Intermediate High
Ohio	Teacher Licensure - WL	All languages except ancient Greek, Latin and ASL.	OPI, WPT	Intermediate High/Intermediate High
Oklahoma	Teacher Certification	All available World Languages	OPI, OPIc, WPT	Intermediate High/Intermediate High
Pennsylvania	Teacher certification as an alternative to the Praxis	World/Foreign Languages	OPI, WPT	Intermediate High/Intermediate High

State	Purpose	Required for	Test	Minimal level required: OPI/WPT
South Carolina	WL Teacher Certification	Candidates seeking certification in a Language for which they are a native speaker. Candidates seeking certification in Japanese, Russian and Portuguese.	OPIc, OPI, WPT	Advanced Low
Texas	Teacher Certification- LOTE (languages other than English)	Arabic, Chinese, Hindi, Italian	OPI, WPT	Advanced Low/Advanced Low
		Japanese and Russian		Intermediate High/Intermediate High
		Turkish Vietnamese		Advanced Low/Intermediate High
Utah	Teacher Certification - Bilingual	Arabic, Chinese, Japanese, and Vietnamese	OPI, WPT	Intermediate High/Intermediate High
	Teacher Certification - WL Dual Immersion	Arabic, Chinese, French, German, Italian, Japanese, Portuguese, Russian, Spanish Chinese, French, German, Portuguese, Spanish	OPI OPI	Advanced Low Advanced Mid
Vermont	Teacher Certification -WL	Roman alphabet based languages (other than French, German, Latin and Spanish) Non-Roman alphabet based languages	OPI	Advanced Low
Virginia	Teacher Certification -WL as an alternative to coursework to document language proficiency	All available World Languages	OPI, WPT	Advanced Low/Advanced Low
	Bilingual Education Endorsement for Teacher Certification	All available World Languages	OPI, OPIc, WPT	Advanced Mid / Advanced Mid
Washington	Designated World Language Endorsement for Teacher Certification.	Chinese, French, German, Japanese, Norwegian* , Russian, Spanish, Swedish* *For Norwegian and Swedish the WPT is not required.	OPI, OPIc, WPT*	Advanced Low / Advanced Low
Wisconsin	Designated World Language Endorsement for Teacher Certification	Chinese Mandarin, French, German, Hebrew, Italian, Japanese, Portuguese, Russian and Spanish	OPI, OPIc, WPT	Intermediate High/Intermediate High
Wyoming	Teacher Certification -WL	All Modern Languages	OPI	Advanced Low (OPI only)



2014 Academic Price List

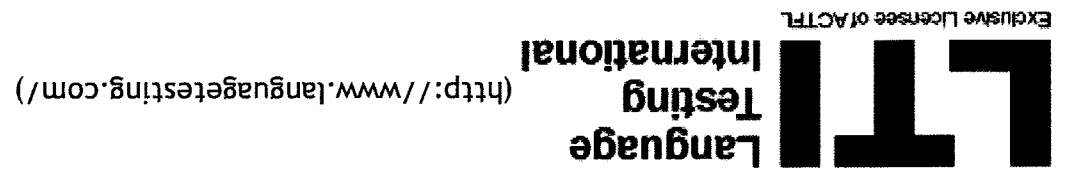
PROFICIENCY ASSESSMENTS (measuring from Novice to Superior according to the ACTFL Proficiency Scale)

- **Certified ACTFL Oral Proficiency Interview (OPI)***\$139
 The OPI is a live, thirty minute, telephone-based speaking test, administered by an ACTFL certified tester. The OPI is rated by a minimum of two ACTFL certified raters. Ratings are returned within 5 business days.
**No Show Fee -\$55 (cancellations are accepted up to 2 hours prior to test time)*
 - **Certified ACTFL Oral Proficiency Interview by computer (OPIC)**\$70
 The OPIC is a 30-40 minute automated speaking test administered by computer or phone. The OPIC is rated by a minimum of two ACTFL certified raters, with ratings returned within 5 business days.
 - **Proficient+ Webcam-Proctored Oral Proficiency Interview by Computer (OPIC)**\$115
 Proficient+ is the OPIC test described above, bundled with a Webcam Proctoring service to allow testing anytime, anywhere. Proficient+ is a single-rated OPIC, whereas the standard OPIC is double-rated.
 - **Certified ACTFL Writing Proficiency Test (WPT)**\$70
 The WPT is an 80-90 minute writing test available by internet or in booklet form. The WPT is rated by a minimum of two ACTFL certified raters, with ratings returned within 10 business days.
 - **Listening Proficiency Test (LPT)**\$30
 The LPT is a 50 minute internet-administered listening test, and is computer scored for instant results.
 - **Reading Proficiency Test (RPT)**\$30
 The RPT is a 50 minute internet-administered listening test, and is computer scored for instant results.
 - **Listening and Reading Computer Adaptive Test (L&R CAT)**\$40
 The L&R CAT's computer adaptive design allows for a shorter testing experience with a minimum length of 50 minutes (max of 95 min). The internet-delivered L&R CAT is a test of English with instructions available in Chinese, English, French, German, Italian, Korean, Portuguese, and Spanish. Results are reported instantly.
-
- PERFORMANCE ASSESSMENTS**
- **ACTFL Assessment of Performance toward Proficiency in Languages (AAPL Measure)**\$20
 The AAPL Measure assesses interpersonal listening and speaking, Presentational Writing, Interpretive Reading, and Interpretive Listening. Individual components can be purchased as follows:
 1. Interpersonal Listening and Speaking (speaking component) - \$10
 2. Presentational Writing - \$5
 3. Interpretive Reading & Interpretive Listening (only available together) - \$5 (combined price)
 - **ACTFL Latin Interpretive Reading Assessment (ALIRA)**\$10
 ALIRA is a computer adaptive Latin reading test. ALIRA is computer scored, and provides instant results.

Questions? Need

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Speaking: OPI (http://www.lti.com/oral-proficiency-interview-opi), LevelCheck
 (http://www.lti.com/level-check), OPIc (http://www.lti.com/oral-proficiency-interview-by-computer-opic)

Listening: LPT (http://www.lti.com/listening-proficiency-test)

Reading: RPT (http://www.lti.com/reading-proficiency-test)

Writing: WPT (http://www.lti.com/writing-proficiency-test)

Test Delivery And Logistics (http://www.lti.com/test-delivery-logistics)

ACTFL Assessments - Language Capabilities

The languages available are subject to change at any time. If you're interested in testing in any less commonly tested languages, on or off this list, please contact LTI to confirm availability

ACTFL, ILR or CEFR ratings are available.

Speaking Tests

- Oral Proficiency Interview (OPI)

Afrikaans, Akan-Twi, Albanian, Amharic, Arabic, Armenian, Azerbaijani, Baluchi, Bengali, Bosnian, Bulgarian, Burmese, Cambodian, Cantonese, Cebuano, Chavacano, Chinese-Mandarin, Czech, Dari, Dutch, English, French, Ga, Georgian, German, Greek (Modern), Gujarati, Haitian Creole, Hausa, Hebrew, Hiligaynon, Hindi, Hmong-Mong, Hungarian, Igbo, Ilocano, Indonesian, Italian, Japanese, Javanese, Kashmiri, Kazakh, Kikongo-Kongo, Korean, Krio, Kurdish, Lao, Malay, Malayalam, Mandingo-Bambara, Nepali, Pashto, Persian-Farsi, Polish, Portuguese, Punjabi, Romanian, Russian, Serbian/Croatian, Sindhi, Sinhalese, Slovak, Somali, Spanish, Swahili, Tagalog, Tajik, Tamil, Tausug, Telugu, Thai, Turkish, Turkmen, Uighur, Ukrainian, Urdu, Uzbek, Vietnamese, Wolof, Wu and Yoruba

Yemeni

- Oral Proficiency Interview by Computer (OPIC)
Arabic, English, French, German, *Italian, Korean, Mandarin, Pashto, Persian-Farsi, *Portuguese, Russian and Spanish. (Limitations apply)

Writing Tests

- Writing Proficiency Test/Business Writing Test (WPT/BWT)

Paper & Pen: Albanian, Arabic, Chinese-Cantonese, Chinese-Mandarin, English, French, German, Greek, Haitian Creole, Hebrew, Hindi, Italian, Japanese, Korean, Persian, Polish, Portuguese, Russian, Serbian/Croatian, Spanish, Urdu, Vietnamese

Internet: Arabic, Chinese-Cantonese, Chinese-Mandarin, Danish, English, French, German, Greek, Hindi, Italian, Japanese, Korean, Norwegian, Polish, Portuguese, Russian, Spanish, Swedish, Turkish, Vietnamese

Reading Tests

- Reading Proficiency Test (RPT)

English, French, German, Italian, Portuguese, Russian, and Spanish

Listening Tests

- Listening Proficiency Test (LPT)

English, French, German, Italian, Portuguese, Russian, and Spanish

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PROPOSED BUDGET FY2016

Submitted Budget Request to BBMR	\$284,812			
New Budget Request	\$466,791			
Increase	\$181,979			
	BBMR	For Approval	Total Request	
Legal Services	\$35,000	\$165,000	\$200,000	
Trainer/Consultant		\$10,000	\$10,000	
Travel 4 conference	\$9,400	\$10,600	\$20,000	
Supplies	\$1,500	\$500	\$2,000	
Staff Increment - Hay Plan	\$207,712	\$204,991	(\$4,721)	

BUREAU OF BUDGET AND MANAGEMENT RESEARCH
 FY 2016 BUDGET DOCUMENT CHECKLIST

Department/Agency: Guam Commission for Educator Certification
 Division/Program: GCEC Certification Office
 Date Received by BMR: _____
 Date Reviewed: _____

Department/Agency: Yes No
 BMR: Yes No

General
 Is the department/agency request within the Governor's established ceiling?
 Is the summary digest consistent with detail pages?
 Are the required budget forms attached?
 a. Agency Narrative Form [BBMR AN-1]
 b. Decision Package [BBMR DP-1]
 c. Program Budget Digest Forms [BBMR BD-1, BBMR TA-1, BBMR 96A]
 d. FY 2016 (Proposed) Agency Staffing Pattern [BBMR SP-1] - All Fund Sources
 e. FY 2015 (Current) Agency Staffing Pattern [BBMR SP-1] - All Fund Sources
 f. Federal Program Inventory Form [BBMR FP-1]
 g. Equipment/Capital Listing & Space Requirement Form [BBMR EL-1]

I. Agency Narrative Form [BBMR AN-1]
 1. Is the mission statement correct and consistent with the department/agency's enabling act?
 2. Are the goals and objectives correct and consistent with the department/agency's mission?
 II. Decision Package [BBMR DP-1]
 1. Is activity description correct?
 2. Is major objective correct?
 3. Are short term goals correct?
 4. Is workload output reflected correctly?
 III. Program Budget Digest Forms [BBMR BD-1, BBMR TA-1, BBMR 96A]
 A.) BBMR BD-1
 Personnel Services
 1. Are figures reflected consistent with the attached staffing pattern(s)?
 2. Are amounts reflected in each column accurate?
 3. Are computations correct?

Operations
 1. Are the amounts reflected under columns, "Governor's Request", for each object category consistent with respective schedule subforms (Schedule A - E) as detailed in the budget digest subforms (BBMR TA-1 & BBMR 96A)?
 2. Are amounts reflected in each column accurate?
 3. Are computations correct?
 Utilities
 Are amounts reflected in each column correct?
 Capital Outlay
 Are amounts reflected under columns, "Governor's Request", consistent with schedule F as detailed in the budget digest subform, [BBMR 96A]?
 Full Time Equivalencies (FTEs)
 Are the number of FTEs for both "Unclassified" and "Classified" accurately reflected under each column?
 B.) BBMR TA-1
 1. Is the purpose/justification for travel defined?
 2. Is/are the travel date(s) and number of travelers reflected?
 3. Is/are the position title(s) of the traveler(s) reflected?
 4. Are all columns (Air Fare, Per Diem, Registration, and Total Cost) accurate?

C.) BBMR 96A
 1. Are "Items" under schedules B - F listed in detail?
 2. Is the "Quantity" under schedules B - F reflected for respective items?
 3. Is the "Unit Price" and "Total Price" accurate for each item under schedules B - F?
 IV. Agency Staffing Pattern Forms [BBMR SP-1]
 1. Are position titles correct?
 2. Are position numbers reflected?
 3. Are the salary levels consistent with the Civil Service Commission, Classification and Pay Plan?
 4. Are filled positions funded?
 5. Are increment amounts reflected (should be no per Public Law)?
 6. Are rates reflected under "Benefits" correct?
 7. Are computations correct?
 V. Federal Program Inventory Form [BBMR FP-1]
 Is the form complete and accurate?
 VI. Equipment/Capital Listing & Space Requirement Form [BBMR EL-1]
 1. Is the description of the equipment and/or capital item(s) detail?
 2. Is the "quantity" and "percentage of use" reflected?
 3. Are space requirements descriptive and total space reflected and accurate?

DEPARTMENT: LEA E. SANTOS, Executive Director
 Prepared By: LEA E. SANTOS, Executive Director
 Approved By: LEA E. SANTOS, Executive Director
 (Signature of Deputy/Agency Head)
 Date: _____
 Date: _____

BBMR ACTION:
 Recommendation: Approval Disapproval
 Analyst: _____
 Date: _____



MEMORANDUM

February 09, 2015

TO: Anthony C. Blaz
Director, BBMR

FROM: Executive Director, GCEC

SUBJECT: FY 2016 BUDGET

Hafa Adai Mr. Blaz,

Pursuant to BBMR Circular No: 15-02, attached is the Guam Commission for Educator's Certification (GCEC) FY 2016 budget.

If you have any questions, you may contact me at 765-2554-7, or email me at lea.santos@gcec.guam.gov.

Si Yu'os Ma'ase

LEA SANTOS
Attachments:

**Government of Guam
Fiscal Year 2016**

Agency Budget Certification

Agency: **Guam Commission for Educator Certification**

Agency Head: **Lea E. Santos, Executive Director**

I certify that the attached budget, submitted herewith, has been reviewed for accuracy and that all requirements by the Bureau of Budget & Management Research (BBMR) have been met. I also acknowledge that this budget document will be returned to this department if any of the BBMR requirements is not met.

Agency Head: _____

(Signature)

Date: _____

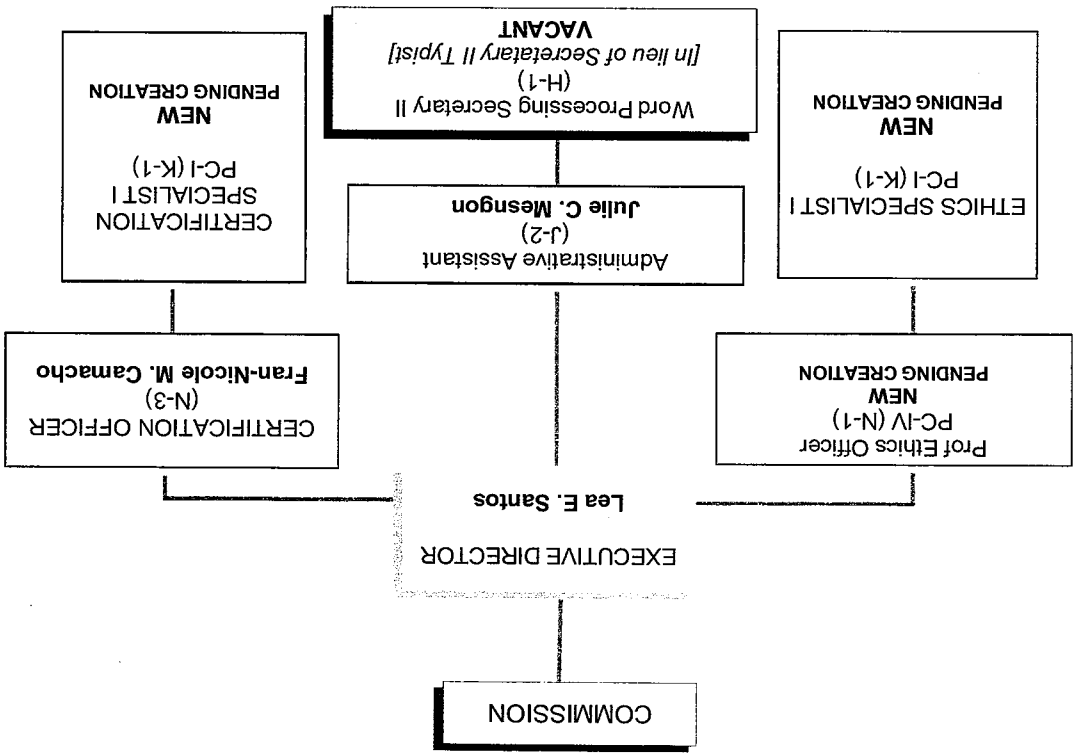
Submitted to BBMR on _____ BBMR Circular 15-02



PROPOSED BUDGET FY 2016

GOVERNMENT OF GUAM
KUMISION SETTEFIKASION PARA I MANMANIDUKA
GUAM COMMISSION FOR EDUCATOR'S CERTIFICATION

**GUAM COMMISSION FOR EDUCATOR CERTIFICATION
FY 2016
ORGANIZATIONAL CHART**



**Decision Package
FY 2016**

Department/Agency: Educator Certification
Guam Commission for

Division/Section:

7600

Program Title: Educator Certification Office

Activity Description:

Certification of Educators as set forth under Public Law 31-50 - Professional Educator Certification.

Major Objective(s):
To provide a system regulating professional certification of educators via an external entity that is separate and apart from the entities that train and employ such educators. 1. To implement clearly-defined rules governing commission duties and responsibilities. 2. Define/revise professional development requirements. 3. Implement a code of ethics that reflects standards of conduct for holders of Guam Professional Educator Certification. 4. Create & implement rules & regulations to monitor and address codes of ethics questions & concerns of educators. 5. Investigate on-line automate certification process. 6. Fully staff office to improve efficiency. 7. Staff training to improve professionalism and increase job satisfaction.

Short-term Goals:

1. Use technology to support operations and innovations to increase efficiency. 2. Implement staff technical training. 3. Develop an operating budget for FY 2016. 4. Provide relevant information to policy makers and stakeholders on issues relating to the Commission's mandates. 5. Purchase and upgrade computer system to improve efficiency. 6. Implement code of ethics that reflects standards of conduct for holders of Guam Professional Educator Certification. 7. Create and implement rules and regulations to monitor and address code of ethics questions and concerns of educators. 8. Contract for legal services to investigate complaints of official misconduct of educators relative to existing laws and regulations and conduct evidentiary hearings from which decisions relating to the action that will be taken by the commission on the educators' certificates. 9. Conduct training for all educators on the code of ethics.

Workload Indicator:	FY 2014 Anticipated Level	FY 2015 Projected Level	FY 2016 Projected Level
Certificates Issued	1,050	1,055	1,060
Certificates Denied	25	30	35
Extensions Granted	25	30	35
Extensions Denied	20	25	30
Appeals	15	20	25
Telephone Calls	3,250	3,255	3,260
Walk - Ins	2,700	2,800	2,805
Emails	2,900	2,950	2,955
Workshops	45	50	55

Workload Output

Government of Guam
Fiscal Year 2016
Budget Digest

EDUCATION
GUAM COMMISSION FOR EDUCATOR CERTIFICATION
CERTIFICATION

Function:
Department/Agency:
Program:

AS400 Account Code	Appropriation Classification	GENERAL FUND			SPECIAL FUND-1			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)		
		FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Governor's Request	FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Governor's Request	FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Governor's Request	FY 2014 Expenditures & Encumbrances	FY 2015 Authorized Level	FY 2016 Governor's Request (C + F + I)
PERSONNEL SERVICES													
111	Regular Salaries/Increments/Special Pay:	129,597	138,324	144,463	0	0	0	0	0	0	129,597	138,324	144,463
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	0
113	Benefits:	58,766	43,295	60,528	0	0	0	0	0	0	58,766	43,295	60,528
	TOTAL PERSONNEL SERVICES	\$188,363	\$181,619	\$204,991	\$0	\$0	\$0	\$0	\$0	\$0	\$188,363	\$181,619	\$204,991
OPERATIONS													
220	TRAVEL- Off-Island/Local Mileage Reimburs:	0	8,400	20,000	0	0	0	0	0	0	0	8,400	20,000
230	CONTRACTUAL SERVICES:	13,386	52,460	225,000	0	0	0	0	0	0	13,386	52,460	225,000
233	OFFICE SPACE RENTAL:	5,000	6,000	6,000	0	0	0	0	0	0	5,000	6,000	6,000
240	SUPPLIES & MATERIALS:	707	1,062	2,000	0	0	0	0	0	0	707	1,062	2,000
250	EQUIPMENT:	0	2,500	4,000	0	0	0	0	0	0	0	2,500	4,000
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	0	0	0	0	0	0	0	0	0	0
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	1,200	1,200	0	0	0	0	0	0	0	1,200	1,200	0
	TOTAL OPERATIONS	\$20,293	\$71,622	\$257,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,293	\$71,622	\$257,000
UTILITIES													
381	Power:	0	0	0	0	0	0	0	0	0	0	0	0
382	Water/ Sewer:	0	0	0	0	0	0	0	0	0	0	0	0
383	Telephone/ Toll:	2,687	4,800	4,800	0	0	0	0	0	0	2,687	4,800	4,800
	TOTAL UTILITIES	\$2,687	\$4,800	\$4,800	\$0	\$0	\$0	\$0	\$0	\$0	\$2,687	\$4,800	\$4,800
450	CAPITAL OUTLAY:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$211,343	\$258,041	\$466,791	\$0	\$0	\$0	\$0	\$0	\$0	\$211,343	\$258,041	\$466,791
1/ Specify Fund Source													
FULL-TIME/EQUIVALENCIES (FTEs)													
	UNCLASSIFIED:	1	1	1	0	0	0	0	0	0	1	1	1
	CLASSIFIED:	2	2	2	0	0	0	0	0	0	2	2	2
	TOTAL FTEs	\$3,000	\$3,000	\$3,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$0,000	\$3,000	\$3,000	\$3,000

Schedule A - Off-Island Travel

Department/Agency: EDUCATION
 Division: GUAM COMMISSION FOR EDUCATOR CERTIFICATION
 Program: Administration

Purpose / Justification for Travel				
Attend the Annual National Association of State Directors on Teacher Education and Certification (NASDTEC) Conference, tentative date and location upon NASDTEC schedule offered.				
Travel Date: _____ No. of Travelers: _____ / 1				
Position Title of Traveler(s)	Air Fare	Per diem 4-5	Registration	Total Cost
Upon the Commission Appointees	\$ 3,500.00	\$ 1,000.00	\$ 500.00	\$ 5,000.00
Upon the Commission Appointees	\$ 3,500.00	\$ 1,000.00	\$ 500.00	\$ 5,000.00
Upon the Commission Appointees	\$ 3,500.00	\$ 1,000.00	\$ 500.00	\$ 5,000.00
Upon the Commission Appointees	\$ 3,500.00	\$ 1,000.00	\$ 500.00	\$ 5,000.00

Purpose / Justification for Travel				
Travel Date: _____ No. of Travelers: _____ / 1				
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -

Purpose / Justification for Travel				
Travel Date: _____ No. of Travelers: _____ / 1				
Position Title of Traveler(s)	Air Fare	Per diem 2/	Registration	Total Cost
	\$ -	\$ -	\$ -	\$ -

1/ Provide justification for multiple travelers attending the same conference / training / etc.
 2/ Rates must be consistent with Title 5 GCA, Div. 2, Ch. 23, §23104 and federal Joint Travel Regulations

FUNCTIONAL AREA: EDUCATION
DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION
PROGRAM: SUMMARY
FUND: LOCAL

Input by Department																				
(A) No.	(B) Position Title	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Amt.	(J) Subtotal	(K) Retirement (J * 28.31%) /	(L) Retire (DDI) (\$19.01 * 26PP) 2/	(M) Social Security (6.2% * J)	(N) Benefits			(O) Medical (Premium)	(P) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J + R) TOTAL
							Date	Rate						Medicare (1.45% * J)	Life 3/	Life				
1	DIVISION #1			\$142,780	\$0	\$0			\$1,683	\$144,463	\$40,897	\$1,485	\$0	\$2,095	\$534	\$14,485	\$1,032	\$60,528	\$204,991	
2	DIVISION #2			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
3	DIVISION #3			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
4	DIVISION #4			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
5	DIVISION #5			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
6	DIVISION #6			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
7	DIVISION #7			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
8	DIVISION #8			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
9	DIVISION #9			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
10	DIVISION #10			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
11	DIVISION #11			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
12	DIVISION #12			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
13	DIVISION #13			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
14	DIVISION #14			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
15	DIVISION #15			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
16	DIVISION #16			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
17	DIVISION #17			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
18	DIVISION #18			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
19	DIVISION #19			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
20	DIVISION #20			0	0	0			0	0	0	0	0	0	0	0	0	0	0	
Grand Total:										\$144,463	\$40,897	\$1,485	\$0	\$2,095	\$534	\$14,485	\$1,032	\$60,528	\$204,991	

* Night Differential / Hazardous / Worker's Compensation / etc.
 1/ FY 2016 (Proposed) GovGuam contribution rate of 28.31% for the Government of Guam Retirement is subject to change.
 2/ FY 2016 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change.
 3/ FY 2016 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

Government of Guam
 Fiscal Year 2016
 Agency Staffing Pattern
 (PROPOSED)

FUNCTIONAL AREA: EDUCATION
 DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION
 PROGRAM: CERTIFICATION
 FUND: LOCAL

(A) No.	(B) Position Title	(C) Name of Incumbent	(D) Grade/Step	(E) Salary	(F) Overtime	(G) Special*	(H) Incumbent Date	(I) Ami.	Input by Department										(S) (J+R) TOTAL
									(J) (E+P+G+I) Subtotal	(K) Retirement (I * 28.31% / 1/	(L) Retire (DDI) (\$19.01*26PP)/2/	(M) Social Security (6.2% * J)	(N) Benefits (1.45% * J)	(O) Life 3/	(P) Medical (Provision)	(Q) Dental (Provision)	(R) Total Benefits (K thru Q)		
1	Executive Director	Lea E. Santos		\$62,037	\$0	0		\$0	\$62,037	\$17,563	\$495	\$0	\$900	178	\$1,465	\$24	\$20,825	\$82,862	
2	Education Certification Officer	Fran-Nicole M. Camacho	N-3	48,390	0	0	5/24/2016	766	49,256	13,944	\$495	0	714	178	6,510	404	22,245	71,501	
3	Administrative Assistant	Julie Mesnon	J-2	32,253	0	0	1/16/2016	917	33,170	9,390	\$495	0	481	178	6,510	404	17,458	50,628	
4	Word Processing Secretary	VACANT	H-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0	
5	Certification Specialist	New Position (Pending Creation)	K-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0	
6	PC IV (in lieu of Pro Ethics Off)	New Position (Pending Creation)	N-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0	
7				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
8				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
9				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
10				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
11				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
12				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
13				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
14				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
15				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
16				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
17				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
18				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
19				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
20				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
21				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
22				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
23				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
24				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
25				0	0	0		0	0	0	0	0	0	0	0	0	0	0	
Grand Total:				\$142,780	\$0	0		\$1,683	\$144,463	\$40,897	\$1,485	\$0	\$2,095	\$534	\$14,485	\$1,032	\$60,528	\$204,991	

* Night Differential / Hazardous / Worker's Compensation / etc.
 1/ FY 2016 (Proposed) GovGuam contribution rate of 28.31% for the Government of Guam Retirement is subject to change.
 2/ FY 2016 (Proposed) GovGuam contribution rate of \$19.01 (bi-weekly) for DDI is subject to change.
 3/ FY 2016 (Proposed) GovGuam contribution rate of \$178 (per annum) for Life Insurance is subject to change.

Government of Guam
 Fiscal Year 2016
 Agency Staffing Pattern
 (PROPOSED)

Input by Department																	
Special Pay Categories																	
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)							
No.	Position Title	Name of Incumbent	Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sunday Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	(D+E+F+G+H+I+J)	Subtotal						
1	Executive Director	Len E. Santos	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0					
2	Education Certification Officer	Fran-Nicole M. Camacho	0	0	0	0	0	0	0	0	0	0					
3	Administrative Assistant	Julie Messing	0	0	0	0	0	0	0	0	0	0					
4	Word Processing Secretary	VACANT	0	0	0	0	0	0	0	0	0	0					
5	Certification Specialist	New Position(Pending Creation)	0	0	0	0	0	0	0	0	0	0					
6	0	0	0	0	0	0	0	0	0	0	0	0					
7	PC IV (in lieu of Pro Ethics Off)	New Position(Pending Creation)	0	0	0	0	0	0	0	0	0	0					
8	0	0	0	0	0	0	0	0	0	0	0	0					
9	0	0	0	0	0	0	0	0	0	0	0	0					
10	0	0	0	0	0	0	0	0	0	0	0	0					
11	0	0	0	0	0	0	0	0	0	0	0	0					
12	0	0	0	0	0	0	0	0	0	0	0	0					
13	0	0	0	0	0	0	0	0	0	0	0	0					
14	0	0	0	0	0	0	0	0	0	0	0	0					
15	0	0	0	0	0	0	0	0	0	0	0	0					
16	0	0	0	0	0	0	0	0	0	0	0	0					
17	0	0	0	0	0	0	0	0	0	0	0	0					
18	0	0	0	0	0	0	0	0	0	0	0	0					
19	0	0	0	0	0	0	0	0	0	0	0	0					
20	0	0	0	0	0	0	0	0	0	0	0	0					
21	0	0	0	0	0	0	0	0	0	0	0	0					
22	0	0	0	0	0	0	0	0	0	0	0	0					
23	0	0	0	0	0	0	0	0	0	0	0	0					
24	0	0	0	0	0	0	0	0	0	0	0	0					
25	0	0	0	0	0	0	0	0	0	0	0	0					
Grand Total:											\$0	\$0	\$0	\$0	\$0	\$0	\$0

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay

2/ Applies to law enforcement personnel

3/ Applies to solid waste employees

4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday

5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours

6/ Applicable only to GFD ambulatory service personnel, 15% of reg. rate of pay

Government of Guam
 Fiscal Year 2015
 Agency Staffing Pattern
 (CURRENT)

FUNCTIONAL AREA: EDUCATION
 DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION
 PROGRAM: CERTIFICATION
 FUND: LOCAL

Input by Department																		
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)
Position No.	Position Title	Name of Incumbent	Grade / Step	Salary	Overtime	Special*	Increment Date	Ant.	(E+F+G+I) Subtotal	Retirement (J * 29.85%)	Refire (DDI) (\$19.01*26FP)	Social Security (6.2% * J)	Medicare (1.45% * J)	Life I/	Medical (Pension)	Dental (Pension)	Total Benefits (K thru Q)	(I + R) TOTAL
1	Executive Director	Lea E. Santos		\$62,037	\$0	\$0		\$0	\$62,037	\$18,518	\$495	\$0	\$900	178	6,510	\$224	\$22,898	\$84,935
2	Education Certification Officer	Fran-Nicole M. Camacho	N-2	46,720	0	0	5/24/2015	738	47,458	14,166	495	0	688	178	6,510	404	22,441	69,899
3	Administrative Assistant	Julie C. Mesnagon	J-1	31,076	0	0	1/16/2015	883	31,959	9,540	495	0	463	178	6,510	404	17,590	49,549
4	Word Processing Secretary	VACANT	H-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
5	Certification Specialist	new Position (Pending Creation)	K-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
6	PC IV (in lieu of Pro Ethics Off)	new Position (Pending Creation)	N-1	0	0	0		0	0	0	0	0	0	0	0	0	0	0
7				0	0	0		0	0	0	0	0	0	0	0	0	0	0
8				0	0	0		0	0	0	0	0	0	0	0	0	0	0
9				0	0	0		0	0	0	0	0	0	0	0	0	0	0
10				0	0	0		0	0	0	0	0	0	0	0	0	0	0
11				0	0	0		0	0	0	0	0	0	0	0	0	0	0
12				0	0	0		0	0	0	0	0	0	0	0	0	0	0
13				0	0	0		0	0	0	0	0	0	0	0	0	0	0
14				0	0	0		0	0	0	0	0	0	0	0	0	0	0
15				0	0	0		0	0	0	0	0	0	0	0	0	0	0
16				0	0	0		0	0	0	0	0	0	0	0	0	0	0
17				0	0	0		0	0	0	0	0	0	0	0	0	0	0
18				0	0	0		0	0	0	0	0	0	0	0	0	0	0
19				0	0	0		0	0	0	0	0	0	0	0	0	0	0
20				0	0	0		0	0	0	0	0	0	0	0	0	0	0
21				0	0	0		0	0	0	0	0	0	0	0	0	0	0
22				0	0	0		0	0	0	0	0	0	0	0	0	0	0
23				0	0	0		0	0	0	0	0	0	0	0	0	0	0
24				0	0	0		0	0	0	0	0	0	0	0	0	0	0
25				0	0	0		0	0	0	0	0	0	0	0	0	0	0
		Grand Total:		\$139,833	\$0	\$0		\$1,621	\$141,454	\$42,224	\$1,485	\$0	\$2,051	\$534	\$15,603	\$1,032	\$62,929	\$204,383

* Night Differential / Hazardous / Worker's Compensation / etc.
 I/ FY 2015 GovGuam contribution for Life Insurance is \$178 per annum

Government of Guam
 Fiscal Year 2015
 Agency Staffing Pattern
 (CURRENT)

(A)		(B)	(C)	Special Pay Categories										(K)
Position Number		Position Title	Name of Incumbent	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)			
No.				Holiday Pay	Night Differential Pay 10%	Hazard 10%	Hazard 8%	Nurse Sundry Pay 1.5	Nurse Pay 1.5	EMT Pay 15%	D+E+F+G+H+I+J Subtotal			
1	3	Executive Director	Lea E. Santos	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2	2	Education Certification Officer	Fran-Nicole M. Camacho	0	0	0	0	0	0	0	0	0		
3	4	Administrative Assistant	Juite C. Mesangon	0	0	0	0	0	0	0	0	0		
4	0	Word Processing Secretary	VACANT	0	0	0	0	0	0	0	0	0		
5	0	Certification Specialist	New Position (Pending Creation)	0	0	0	0	0	0	0	0	0		
6	0	PC IV (in lieu of Pro Ethics Off)	New Position (Pending Creation)	0	0	0	0	0	0	0	0	0		
7	0	0	0	0	0	0	0	0	0	0	0	0		
8	0	0	0	0	0	0	0	0	0	0	0	0		
9	0	0	0	0	0	0	0	0	0	0	0	0		
10	0	0	0	0	0	0	0	0	0	0	0	0		
11	0	0	0	0	0	0	0	0	0	0	0	0		
12	0	0	0	0	0	0	0	0	0	0	0	0		
13	0	0	0	0	0	0	0	0	0	0	0	0		
14	0	0	0	0	0	0	0	0	0	0	0	0		
15	0	0	0	0	0	0	0	0	0	0	0	0		
16	0	0	0	0	0	0	0	0	0	0	0	0		
17	0	0	0	0	0	0	0	0	0	0	0	0		
18	0	0	0	0	0	0	0	0	0	0	0	0		
19	0	0	0	0	0	0	0	0	0	0	0	0		
20	0	0	0	0	0	0	0	0	0	0	0	0		
21	0	0	0	0	0	0	0	0	0	0	0	0		
22	0	0	0	0	0	0	0	0	0	0	0	0		
23	0	0	0	0	0	0	0	0	0	0	0	0		
24	0	0	0	0	0	0	0	0	0	0	0	0		
25	0	0	0	0	0	0	0	0	0	0	0	0		
Grand Total:				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

1/ 10% of reg. rate, applicable from 6pm- 6am, employee must work 4 hours consecutive after 6pm for entitlement of the pay.
 2/ Applies to law enforcement personnel
 3/ Applies to solid waste employees
 4/ 1 1/2 of reg. rate of pay from 12am Friday to 12 midnight Sunday
 5/ 1 1/2 of reg. rate of pay on daily work exceeding 8 hours
 6/ Applicable only to CPD ambulatory service personnel. 15% of reg. rate of pay

FUNCTIONAL AREA: EDUCATION
DEPARTMENT/AGENCY: GUAM COMMISSION FOR EDUCATOR CERTIFICATION
PROGRAM: SUMMARY
FUND: LOCAL

(A) No.	(B) Position Title	(C) Name of Incumbent	(D) Grade/ Step	(E) Salary	(F) Overtime	(G) Special*	(H) Increment		(I) Amnt.	(J) (E+F+G+I) Subtotal	(K) Retirement (J * 20.85%)	(L) Retire (DDI) (\$19.01 * 26PP)	(M) Social Security (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life I/	Input by Department			(S) (J + R) TOTAL	
							Date	Amnt.								(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)		
1	DIVISION #1			\$139,833	\$0	\$0		\$1,621	\$1,621	\$141,454	\$42,224	\$1,485	\$0	\$2,051	\$534	\$15,603	\$1,032	\$62,929	\$204,383	
2	DIVISION #2			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
3	DIVISION #3			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
4	DIVISION #4			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
5	DIVISION #5			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
6	DIVISION #6			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
7	DIVISION #7			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
8	DIVISION #8			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
9	DIVISION #9			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
10	DIVISION #10			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
11	DIVISION #11			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
12	DIVISION #12			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
13	DIVISION #13			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
14	DIVISION #14			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
15	DIVISION #15			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
16	DIVISION #16			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
17	DIVISION #17			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
18	DIVISION #18			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
19	DIVISION #19			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
20	DIVISION #20			0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total:										\$141,454	\$42,224	\$1,485	\$0	\$2,051	\$534	\$15,603	\$1,032	\$62,929	\$204,383	

* Night Differential / Hazardous / Worker's Compensation / etc.
1/ FY 2015 Gov/Guam contribution for Life Insurance is \$175 per annum

Guam Commission for Educator Certification
Prior Year Obligations for FY 2016

BBMR PYO-1

A	B	C	D	E	F	G
Transaction/ Obligation Date	Transaction Type	Vendor	General Fund (\$)	Special Fund (\$)	Federal Fund (\$)	Reasons for Nonsubmittal or Nonpayment
N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total			\$0.00	\$0.00	\$0.00	

Note:

Column A: Completion date of transaction or event prior to October 1, 2011.

Column B: Transaction Type such as personnel action, contracts, etc.

Column C: Vendor or Party owed

Column D, E, & F: Identify funding source and dollar amount inclusive of associated penalties or fees; if more than one transaction, need to total all transactions.

Column G: Note item of concern.

