

Special Education CAP

Task Name/Goal	Task Sub-Header	Responsible Person/Office	Underlying Problems	Status & Updates	Percentage of Completion	Documents/ References	Comments/ Acknowledgement by USDOE
Special Education (Parts B & C) Compliance							
I. Program Performance							
A. GPSS will report on Part B program performance through the submission of data on compliance indicators in its Part B Annual Performance Report (APR).	None	<ul style="list-style-type: none"> • Lead: Assistant Superintendent of the Division of Special Education • Support: Federal Programs Division 	None	The Guam Part B FFY 2007 Annual Performance Report (APR) was submitted on February 2, 2009. Additionally, Guam Part B participated in the opportunity given by OSEP for clarification on the APR. Guam Part B resubmitted a revised FFY2007 APR on April 7, 2009.	100% submission of Guam's Part B program Annual Performance Report (APR) to OSEP was submitted on February 2, 2009, with a revised APR submitted on April 7, 2009. The posting of Part B APR is on the GPSS website was completed on May 22, 2009.	1) Part B Annual Performance Report (APR) dated February 2, 2009; GPSS website: www.gdoe.net for the posting of APR	
B. GPSS will report on Part C program performance through the submission of data on compliance indicators in its Part C Annual Performance Report (APR).	None	<ul style="list-style-type: none"> • Lead: Assistant Superintendent of the Division of Special Education • Support: Federal Programs Division 	None	The FFY 2007-2008 APR was submitted to OSEP on February 2, 2009. Additionally, Guam Part C participated in the opportunity given by OSEP for clarification on the APR. Guam Part C resubmitted a revised FFY 2007 APR on April 7, 2009.	100% submission of Guam's Part C program Annual Performance Report (APR) to OSEP will be on February 2, 2009. The Part C APR is posted on the GPSS website.	1) Part C Annual Performance Report (APR) dated February 2, 2009; GPSS website: www.gdoe.net for posting of APR	
II. Summary of Expenditures							
A. GPSS will liquidate all encumbrances within 60 days prior to the expiration of the Part B grant.	None	<ul style="list-style-type: none"> • Lead: Assistant Superintendent of the Division of Special Education • Support: Federal Programs Division 	None	Adhere to Special Conditions Quarterly Report - 2nd Quarter (January 1, 2009 through March 31, 2009). See Quarterly Report for detailed expenditures	(1) Grant H027A070004 (will expire 2009) = 98.82% funds expended (as of second quarter 2009). Funds will be fully expended and liquidated no later than Grant expiration date. (2) Grant H027A080013A (expires 2010) = 37.99% expended (as of second quarter 2009). Funds will be fully expended and liquidated no later than Grant expiration date.	(1) Financial Statement IDEA Part B - 2008 Grant (as of second quarter 2009) (2) Financial Statement IDEA Part B - 2007 Grant (as of second quarter 2009)	
B. GPSS will liquidate all encumbrances within 60 days prior to the expiration of the Part C grant.	None	<ul style="list-style-type: none"> • Lead: Assistant Superintendent of the Division of Special Education • Support: Federal Programs Division 	None	Adhere to Special Conditions Quarterly Report - 2nd Quarter (January 1, 2009 through March 31, 2009). See Quarterly Report for detailed expenditures.	(1) Grant H181A070008 (will expire 2009) = 57% funds expended. Funds will be fully expended and liquidated no later than Grant expiration date. (2) Grant H181A080008 (expires 2010) = 2% funds expended (as of second quarter 2009). Funds will be fully expended and liquidated no later than Grant expiration date.	(1) Financial Statement IDEA Part C - 2008 Grant (as of second quarter 2009)	
III. Equipment Inventory Update							
GPSS will provide updates to its inventory of equipment purchased with IDEA funds, meet the EDGAR definition of equipment (i.e. exceed \$5,000 in value per unit cost), and explain any changes in its list, such as items added or deleted from the list of equipment including a description of the disposition of any equipment.	None	<ul style="list-style-type: none"> • Lead: Assistant Superintendent of the Division of Special Education • Support: Federal Programs Division 	None	<p>(1) The fixed asset system is operational. Over 11,000 GPSS fixed assets have been uploaded & recorded onto the computer system. There is some data issues with several records, but that process is a data correction and validation process, which is already being addressed.</p> <p>(2) FSAIS is a support role for the computer systems related to the Fixed Assets. Training has been continually been provided to the Property Management office to ensure that the system is utilized to its potential. Refresher training on the AS400 on records managements has been regularly conducted.</p> <p>(3) Inventory training (taking inventory through the scanner) also has been conducted. The Property Management office has been trained to take wall-to-wall inventory using the scanners. This method of inventory provides a more efficient inventory process.</p> <p>(4) Reconciliation training on the fixed asset training also has been conducted to allow GPSS to reconcile on the scanners and the FASTII application.</p> <p>(5) Tagging of depreciation training has also been conducted to ensure that GPSS properly depreciates its assets.</p> <p>(6) FSAIS has been providing numerous training and hands-on workshops to ensure that the systems is operational. The computer system is functional and just needs to be maximized for GPSS to realize the full potential of the Fixed Asset computer system.</p>		(1) Property Inventory Fixed Assets - \$5,000 and Above (as of May 30, 2009) (2) Fixed Asset Inventory Training Sign In Sheets (3) FSAIS Training Sign In Sheets	