

Task Name/Goal	Task Sub-Header	Responsible Person/Office	Underlying Problems	Status & Updates	Percentage of Completion	Documents/ References	Comments/ Acknowledgement by USDOE
<b>Special Education (Parts B &amp; C) Compliance</b>							
<b>I. Program Performance</b>							
<b>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).</b>	None	Federal Programs Division, Assistant Supt. of the Division of Special Education	None	The FFY 2007-2008 APR will be submitted to OSEP on February 2, 2009.	100% submission of Guam's Part B program Annual Performance Report (APR) to OSEP will be on February 2, 2009. The posting of APR on the GPSS website will be completed by 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>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).</b>	None	Federal Programs Division, Assistant Supt. of the Division of Special Education	None	The FFY 2007-2008 APR will be submitted to OSEP on February 2, 2009.	100% submission of Guam's Part C program Annual Performance Report (APR) to OSEP will be on February 2, 2009. The posting of APR on the GPSS website will be completed by May 22, 2009.	(1) Part C Annual Performance Report (APR) dated February 2, 2009; GPSS website: www.gdoe.net for posting of APR	
<b>II. Summary of Expenditures</b>							
<b>A. GPSS will liquidate all encumbrances within 60 days prior to the expiration of the Part B grant.</b>	None	Federal Programs Division, Assistant Supt. of the Division of Special Education, CFO	None	Adhere to Special Conditions Quarterly Report - 1st Quarter (October 1, 2008 - December 31, 2008). See Quarterly Report for detail expenditures	Grant H027A060004 (expired 2007) = 100% funds expended/liquidated	(1) Guam Part B Special Conditions Quarterly Report 1st Quarter (October 1, 2008 - December 31, 2008)	
<b>B. GPSS will liquidate all encumbrances within 60 days prior to the expiration of the Part C grant.</b>	None	Federal Programs Division, Assistant Supt. of the Division of Special Education, CFO	None	Adhere to Special Conditions Quarterly Report - 1st Quarter (October 1, 2008 - December 31, 2008). See Quarterly Report for detail expenditures.	Grant H181A060008 (expired 2008) = 100% funds expended/liquidated	(1) Guam Part B Special Conditions Quarterly Report 1st Quarter (October 1, 2008 - December 31, 2008)	
<b>III. Equipment Inventory Update</b>							
<b>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.</b>	None	Federal Programs Division, Assistant Supt. of the Division of Special Education	None	(1) The Property Management System (PMS) Standard Operating Procedure (SOP #900-010) was approved and is being implemented accordingly; (2) GPSS Inventory Management Officer ensures compliance with SOP through on-site reviews; (3) All fixed assets are received by the GPSS warehouse staff and are tagged and bar-coded before being distributed accordingly; (4) The fixed assets details are entered into the FMS with the Business Office to be reconciled by the Comptroller; (5) Personnel responsible for managing and controlling fixed assets have received all necessary training. Further training to be provided as needed; (6) Validation of bar-coding and fixed asset inventory report and reconciliation conducted by State Staff during quarterly on-site reviews.	Activities Ongoing - Processes to ensure implementation of Internal Controls in place and validated by Programmatic and Fiscal Reviews by State Program Officers.	(1) Guam Part B and Part C Special Conditions Quarterly Report 1st Quarter (October 1, 2008 - December 31, 2008)	