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March 8, 2018

MEMORANDUM

To: All Employees
From: Attorney General of Guam
Subject: Parental Leave, Pursuant to Public Law 34-85

Hafa Adai. On February 14, 2018, I issued a memo concerning changes to the Parental Involvement Leave program, citing Public Law (PL) 33-170. On March 2, 2018, PL 34-85 was passed into law, which made changes to the program.

Now therefore, in accordance with PL 34-85, administrative leave is once again allowable to employees of the government of Guam who are parents, to participate in school-related activities for their child or children. As a requirement of PL 34-85, we are hereby notifying you of said law and providing you with a copy together with the Governor's Executive Order 98-20.


ELIZABETH BARRETT-ANDERSON

Attachments: PL 34-85
Executive Order 98-20


I MINA'TRENTAI KUÁTTRO NA LIHESLATURAN GUÁHAN
2018 (SECOND) Regular Session

CERTIFICATION OF PASSAGE OF AN ACT TO *I MAGA'LÁHEN GUÁHAN*


This is to certify that **Substitute Bill No. 182-34 (COR), "AN ACT TO *AMEND* § 3702(a)(2) AND *ADD* A NEW § 3703(e), BOTH OF ARTICLE 7, CHAPTER 3, TITLE 22, GUAM CODE ANNOTATED, RELATIVE TO SPECIFYING REFERENCES IN PUBLIC LAW 33-170,"** was on the 19th day of February 2018, duly and regularly passed.


Benjamin J.F. Cruz
Speaker


Attested:


Régine Biscoe Lee
Legislative Secretary

This Act was received by *I Maga'láhen Guáhan* this 20 day of FEB,
2018, at 8:44 o'clock P.M.


Assistant Staff Officer
Maga'láhi's Office

APPROVED:


EDWARD J.B. CALVO
I Maga'láhen Guáhan

Date: MAR 02 2018

Public Law No. 34-85

I MINA'TRENTAI KUÁTTRO NA LIHESLATURAN GUÁHAN
2017 (FIRST) Regular Session

Bill No.182-34 (COR)

As substituted on the Floor.

Introduced by:

Fernando Barcinas Esteves

Dennis G. Rodriguez, Jr.

FRANK B. AGUON, JR.

William M. Castro

B. J.F. Cruz

Régine Biscoe Lee

Tommy Morrison

Louise B. Muña

Telena Cruz Nelson

Joe S. San Agustin

Therese M. Terlaje

Mary Camacho Torres

AN ACT TO AMEND § 3702(a)(2) AND ADD A NEW §
3703(e), BOTH OF ARTICLE 7, CHAPTER 3, TITLE 22,
GUAM CODE ANNOTATED, RELATIVE TO
SPECIFYING REFERENCES IN PUBLIC LAW 33-170.

1 **BE IT ENACTED BY THE PEOPLE OF GUAM:**

2 **Section 1.** § 3702(a)(2) of Article 7, Chapter 3, Title 22, Guam Code

3 Annotated, is *amended* to read:

4 “(2) *Child* (plural: *children*) shall have the same definition as set forth

5 in § 3603(a) of Article 6 of this Chapter, and *employer* shall have the same

6 definition as set forth in § 3603(b)(1) of Article 6 of this Chapter.”

7 **Section 2.** A new § 3703(e) is *added* to Article 7 of Chapter 3, Title 22,

8 Guam Code Annotated, to read:

1 “(e) An employee of the government of Guam who is a parent *shall*
2 be granted administrative leave for the purpose of child school-related
3 activities, such as to find, enroll, or re-enroll the employee’s child in a school
4 or with a licensed child care provider, to meet with a teacher or other school
5 official concerning the employee’s child’s performance, to volunteer parental-
6 involvement time at the employee’s child’s school, or to participate in
7 activities of the school or licensed child care provider of his or her child,
8 including attendance at a graduation, school play, school fair, and related
9 events, which *shall* be considered as attendance at an official meeting or
10 conference under Rule No. 8.402 of the Personnel Rules and Regulations of
11 the Department of Administration for purposes of eligibility for administrative
12 leave if the employee, prior to taking the time off, gives reasonable notice to
13 the employer of the planned absence of the employee. The employee may use
14 up to a maximum of four (4) hours every two (2) pay periods of administrative
15 leave for child school-related activities, which may be utilized at the
16 arrangement of the employee with the employee’s supervisor, and may be
17 split into smaller separate segments over the two (2) pay period time frame,
18 but *shall not* carry over to the next two (2) pay periods or thereafter.”

19 **Section 3.** Upon the enactment of this Act, the Department of
20 Administration *shall* provide notification of the provisions of Section 2 of this Act
21 and Executive Order 98-20 to all employees of each governmental entity,
22 department, agency, commission, instrumentality, or public corporation of the
23 government of Guam.



TERRITORY OF GUAM
OFFICE OF THE GOVERNOR
AGAÑA, GUAM 96910
U. S. A.

EXECUTIVE ORDER NO. 98-20

**RELATIVE TO AMENDING EXECUTIVE ORDER NO.
98-16, WHICH CREATED A GOVERNOR'S PARENTAL
INVOLVEMENT INITIATIVE.**

WHEREAS, for some time it has been established that families need support in our society and there are many economic and social pressures on family units; and

WHEREAS, it has also been established that children adjust and perform better in school when there is parental involvement in the children's school program; and

WHEREAS, Goal's 2000 program, as well as individual schools and school systems throughout Guam have been instrumental in reaching out to parents, guardians or in loco parentis to involve them in their children's education; and

WHEREAS, in an effort to extend support to families and support for children in the educational setting, it is desirable to enable parents, guardians, or in loco parentis to easily visit with school officials and teachers on educational and disciplinary matters; and

WHEREAS, Administrative leave will allow parents, guardians, or in loco parentis to readily confer with teachers and other school officials concerning their children; and


NOW, THEREFORE, I, CARL T. C. GUTIERREZ, I Maga'lahañ Guåhan, Governor of Guam, by virtue of the authority vested in me by the Organic Act do order:

1. A program to increase and support the involvement of parents in their children's education is established, to be known as the "Governor's Parental Involvement Initiative". This program shall consist of the following:
 - a) An employee of the government of Guam, who is a parent, guardian, or in loco parentis, and who is not otherwise prohibited from such contact with his or her child by order of a court, may use up to a maximum of Four (4) hours every Two (2) pay periods of Administrative Leave to meet with a teacher or other school official concerning the employee's child's performance or behavior or to volunteer parental-involvement time at their child's school;




- b) The program shall apply throughout all departments, agencies, and instrumentalities of the government, autonomous and non-autonomous;
- c) A meeting with a teacher or other school official concerning a child's performance or behavior or to volunteer parental-involvement time at their child's school, including attendance at a graduation, school play, school fair, and so forth, shall be considered as attendance at an official meeting/conference under Rule No. 8.402 of the Personnel Rules and Regulations of the Department of Administration for purposes of eligibility for Administrative Leave;
- d) The authorized Four (4) hours administrative leave every Two (2) pay periods for the Governor's Parental Involvement Initiative may be utilized at the arrangement of the employee with the employee's supervisor, and may be split into smaller separate segments over the Two (2) pay period time frame, but shall not be carried over to the next Two (2) pay periods or thereafter;
- e) The Governor's[†] Parental Involvement Initiative pre-approves the Four (4) hours administrative leave but in no way removes the supervisory responsibility for the accountability of subordinate employees' whereabouts during a workday. Employees must request for the administrative leave from their supervisors, in advance, as with any other planned leave. Supervisors shall be prudent and reasonable in their decisions;
- (f) The Attachment to this Executive Order shall be used and made a part of all requests for administrative leave in order to ensure accountability of public employees in regard to this initiative.

SIGNED AND PROMULGATED at Hagåtña, Guam this 23rd day of July, 1998.


CARL T. C. GUTIERREZ
I Maga'lahaen Guåhan
Governor of Guam

COUNTERSIGNED:


MADELEINE Z. BORDALLO
Segunda na Maga'lahaen Guåhan
Lieutenant Governor of Guam