



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,
Division of Libraries, Film and Television Office
Office of Curatorial Services
*American Canadian French Cultural Exchange Commission,
Administratively Attached*

Van McLeod, Commissioner



1893
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January 25, 2013

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

100% General Funds

REQUESTED ACTION

The Department of Cultural Resources, Division of the Arts, requests permission to award an Artist in Residency in Schools grant in the amount of \$3,200.00 to the Seacoast Charter School, Kingston (vendor code 175628) effective upon Governor and Council approval through June 30, 2013. General funds are available in 01-34-34-341010-1250000-500575

EXPLANATION

At a recent meeting, the Arts Council Board unanimously voted to accept the Arts Division's Arts in Education review panel's recommendations for the Artist Residency in Schools grants based on its funding priority ranking within a competitive review. The five-member peer panel, facilitated by an Arts Councilor, considered eleven criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the quality of the arts programming to a clear method of evaluating the effectiveness of the project.

Artist Residency in Schools Grants provide partial funding to bring juried teaching artists into classrooms and schools to support creative learning and skills development in the arts. Artist residencies taking place in public schools and alternative education sites allow a school to enhance its curricula in the arts; develop successful models for arts integration and interdisciplinary, thematic project based learning and create new or enhance existing partnerships with local arts and cultural organizations.

The Seacoast Charter School requests support to support an artist residency with Percussionist Jeff Erwin.

The Seacoast Charter School has received \$2,028.00 during fiscal year 2013.

Respectfully submitted,

Van McLeod
Commissioner



NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and Seacoast Charter School (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: FY2013

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$3,200.00 and apply it to the program(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
- Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:



Seacoast Charter School is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
- The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.

3. PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council

4. FINAL REPORT: The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. Failure to submit the final report will render the Grantee ineligible for Council funding for two years.

5. SOVEREIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

Contracting Officer for State Agency

Cassandra Mason
Signature Date

Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Seacoast Charter School

Address: 13 church st Kingston NH

Roberta Mantione

Printed Name of Authorized Official for Grantee

Roberta Mantione Principal 10/24/12

Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF

Rockingham

On the 24th day of October 2012 before the undersigned officer, personally appeared

Roberta Mantione
(Print name of person whose signature is being notarized)

or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.

Notary Public/ Justice of the Peace

Printed Name: James H Rudolf

My Commission expires: 8/19/2014

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

James H Rudolf 2-1-13
Office of Attorney General Date



CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with
New Hampshire State Council on the Arts

Important: To expedite your payment these steps must be followed in this order:

*** Resolution date must occur on or before the Grant Agreement is signed.**

**** Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.**

1. *Resolution:

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

Seacoast Charter School on 10/24/12
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Roberta D. Mantione is hereby authorized
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

Signed: Kim Farnham
(Signature of Clerk/Secretary to the board)

Printed Name Kim Farnham
Farnham

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF Rockingham

On the 24th day of October, 2012 before the undersigned officer, personally appeared Kim Farnham, or satisfactorily proven to be the person whose name appears
(print name of person whose signature is being notarized)

above, and acknowledged s/he executed this document in the capacity indicated.



James H. Rudolf
Notary Public/ Justice of the Peace
Printed Name: James H Rudolf
My Commission Expires 8/19/2014



GRANTEE INFORMATION FORM for ORGANIZATIONS

Please complete the following for fulfillment of grant requirements by the Governor and Executive Council and the State of New Hampshire's Department of Administrative Services.

Name of Organization Seacoast Charter School

1. Statement of Purpose:

(Give your organization's mission statement or list your organization's objectives in the space below)

The mission of The Seacoast Charter School is to provide excellence in core academics and the arts while cultivating the individual qualities and strengths of each child.

2. Salary of Administrator:

(List annual salary of administrator, not artist's fees, who will be involved in this grant.)

Mary Dellea - Music Teacher \$36,500

Attach the Following:

3. Resume of Administrator

4. Financial Statement:

A one-page financial statement of your organization's most recently completed fiscal year.

5. Board of Directors:

A list of the current directors and officers of your organization

6. List Geographic Areas Served by Organization

7. Certificate of Liability Insurance

8. Please include a copy of a current year Certificate of Good Standing.

If you do not have a Certificate of Good Standing with the state of NH please call Secretary of State Corporate Division at 271-3244 and request an application.

MARY DELLEA

OBJECTIVE

Music Teacher
Music Co-Teacher

EDUCATION

2010 University of Washington Seattle, Washington
Smithsonian Institute World Music Certification
2008 Boston University Boston, Massachusetts
Orff 1 Certification
2001 – 2005 Vermont College Montpelier, Vermont
Batchelor of Liberal Arts, Concentration in American Literature & Music
1998-2000 John Campbell Folk School Brasstown, North Carolina
Concentration in Traditional Folk Art and Craft

EMPLOYMENT HISTORY

2008 – Current *K-4 Gen. Music Teacher & Beginner Strings Ensemble*
Seacoast Charter School

2007 – 2008 *Co-Teacher* The Cornerstone School
2003 – Current *Professional Musician* Self Employed
& Dance Caller
2006 – 2007 *Actor & Musician* Mad river Theaterworks
2004 – 2005 *Assistant Director* Newfields Public Library

RELATED EXPERIENCE

- Currently teach Orff based K-4 General Music
- Currently teach Beginner Strings Ensemble
- Taught ages 3 to 10 at a certified Montessori school
- Performed nationally in American history based folk musicals for children in rural communities
- Worked with fellow performers at Mad river Theaterworks in coordinating and leading workshops for children
- Call traditional American old-time dances at schools, libraries and private functions
- Perform music professionally
- Assisted Head Montessori Teacher in the middle school classroom at the Andover Montessori School
- Organized and maintained weekly story hour, children's book clubs and summer reading programs at the Newfields Public

- Library
- Five years of weekly piano lessons

PERSONAL PROFILE

- Creative and self-reliant
- Personable and cooperative
- Patient and observant
- Have strong interpersonal and communication skills
- Organized and dedicated with a very positive and energetic attitude

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10/12/12

Accrual Basis

Seacoast Charter School
Profit & Loss
 July 2011 through June 2012

Jul '11 - Jun 12

Ordinary Income/Expense	
Income	
1611000 · Lunch program revenue-catered	23,205.75
1951 · Services provided to NH LEA's	2,161.25
4000 · Contributed support	
4010 · Indiv/business contribution	5,086.10
4011 · Annual Appeal Donations	14,230.96
4012 · Development Fundraising	25,874.98
4013 · After School Programs	140.00
4071 · Student Art Supply Fee	850.00
4184 · Book Club	2,192.17
4185 · After School Program Fees	3,187.25
4187 · Yearbook	2,560.00
4188 · Theatre Program	1,250.00
4189 · Field Trips	13,561.75
4520 · Federal grants	
4500 · Restricted Grants Fed to state	1,000.00
Total 4520 · Federal grants	1,000.00
4530 · State grants	
4531 · 3111Equitable Aid	1,218,171.00
Total 4530 · State grants	1,218,171.00
Total 4000 · Contributed support	1,288,104.21
4300 · Restricted Grants-in-Aid FED	
4310 · Elem/Secondary Grants	30,414.47
Total 4300 · Restricted Grants-in-Aid FED	30,414.47
Total Income	1,343,885.68
Gross Profit	1,343,885.68
Expense	
1100000 · Instructional Program- Expenses	
1100112 · Salaries, Teachers	562,426.18
1100115 · Salaries, Support Staff	134,109.25
1100116 · Instructional Stipends	29,557.91
1100220 · FICA Expense	26,499.79
1100221 · Federal Withholding	93.13
1100232 · Retirement- Teachers	65,048.13
1100260 · Workers Compensation	1,285.31
1100270 · Benefits Programs	49,522.25
1100390 · Consultants/Substitutes	100.00
1100581 · Field Trips	14,442.21
1100585 · Professional Development	8,479.16
1100588 · After-School Programs(see 4185)	2,157.38
1100589 · Book Club (see4184)	2,171.40
1100590 · Yearbook (see 4187)	1,979.36
1100592 · Theatre Program (see 4188)	903.06
1100610 · General Supplies	14,264.58
1100611 · Art Supplies	5,736.10
1100612 · Science Equipment	787.94
1100640 · Textbooks & Workbooks	25,232.47
1100642 · Electronic Information	176.00
1100650 · Computer Software,Licenses,Conn	4,492.95
1100733 · Furniture & Equipment	5,665.51
1100734 · New Computers,Conn,Networking	12,596.42
Total 1100000 · Instructional Program- Expenses	967,726.49
2100000 · Student Support Services	
2122370 · Testing/Appraisal Services	1,697.16
2122390 · Guidance/Social Worker	875.00
2122610 · Support Services- Supplies	2,279.38
Total 2100000 · Student Support Services	4,851.54

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10/12/12

Accrual Basis

Seacoast Charter School

Profit & Loss

July 2011 through June 2012

Jul '11 - Jun 12

2130000 · Health Services	
2134610 · Health Services-Supplies	224.71
Total 2130000 · Health Services	224.71
2300000 · General Administration Support	
2300110 · School Administrator, Salary	56,153.97
2300111 · Assistant Head of School	19,038.51
2300114 · Business Manager-Salaries	52,000.00
2300115 · Support Staff	24,830.70
2300220 · FICA/Medicare Expense	196.90
2300232 · Retirement-admin(under teacher)	8,148.76
2300250 · Unemployment compensation	7,603.00
2300390 · Contracted Services-Board Mgmt	3,414.55
2300391 · Contracted- MiddleSchool Dev.	52.50
2300534 · Postage	693.68
2300540 · Advertising	1,170.00
2300550 · Printing	5,769.86
2300580 · Travel	500.80
2300610 · Supplies-Equip&Furniture	1,530.91
2300611 · Supplies- Development	467.50
2300733 · Furniture & Equipment- Admin	1,444.57
2300734 · New Computers,conn,networking	1,408.25
2300810 · Dues & Fees	5,398.75
2300891 · bank fees	430.00
2317390 · Audit	6,000.00
2318395 · Legal Services	830.00
Total 2300000 · General Administration Support	197,083.21
2600000 · Oper.& Maint. of Facility	
2600117 · Contracted_Custodian	30,102.50
2600390 · Contracted Services-Facilities	200.00
2600420 · Facility and grounds maintenanc	1,377.00
2600431 · Building repairs-readiness	3,141.30
2600520 · Property Insurance	5,672.00
2600530 · Telephone	2,515.76
2600610 · Building&Grounds-Supplies	2,394.80
2620441 · Rent-Building	100,000.00
Total 2600000 · Oper.& Maint. of Facility	145,403.36
3000000 · Operation of Non-Instr.Services	
3100570 · Lunch program-catered	23,633.45
Total 3000000 · Operation of Non-Instr.Services	23,633.45
5120 · Interest Expense	2,442.90
Total Expense	1,341,365.66
Net Ordinary Income	2,520.02
Net Income	2,520.02

Seacoast Charter School Board of Trustees
2011-2012 School Year

Board member
Roberta Mantione HOS
Steve Liponis- Chair
Stacey Eaton-Vice Chair
Bill Jordan - Secretary
Megg Thompson
Kristin Larrabee
Brendan Casey
Stacey Eaton
Jacki Rice
Matthew Broadhead

Towns Served

Atkinson
Barrington
Brentwood
Danville
Derry
Dover
Durham
E. Kingston
Epping
Exeter
Fremont
Greenland
Hampstead
Hampton
Hampton Falls
Hudson
Kensington
Kingston
Manchester
Newfields
Newmarket
Newton
Northwood
Nottingham
Pelham
Plaistow
Portsmouth
Raymond
Rochester
Salem
Sandown
Seabrook
Stratham



CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex³) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex³ is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex³, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex³ Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only, Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex³. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

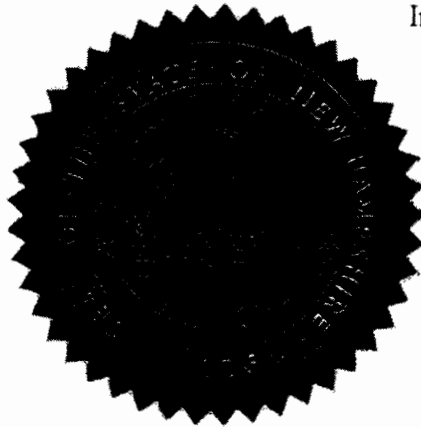
<i>Participating Member:</i> Seacoast Charter School 13 Church Street Kingston, NH 03848		<i>Member Number:</i> 1201	<i>Company Affording Coverage:</i> NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624				
Type of Coverage		Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not:			
<input checked="" type="checkbox"/>	General Liability (Occurrence Form)	7/1/2012	7/1/2013	Each Occurrence	\$ 5,000,000		
	Professional Liability (describe)			General Aggregate	\$ 5,000,000		
<input type="checkbox"/>	Claims Made			<input type="checkbox"/>	Occurrence	Fire Damage (Any one fire)	\$
						Med Exp (Any one person)	\$
<input checked="" type="checkbox"/>	Automobile Liability	7/1/2012	7/1/2013	Combined Single Limit (Each Accident)	\$5,000,000		
	Deductible Comp and Coll: \$1,000			Aggregate	\$5,000,000		
	<input type="checkbox"/> Any auto						
<input checked="" type="checkbox"/>	Workers' Compensation & Employers' Liability	7/1/2012	7/1/2013	<input checked="" type="checkbox"/>	Statutory		
				Each Accident	\$2,000,000		
				Disease – Each Employee	\$2,000,000		
				Disease – Policy Limit	\$		
<input checked="" type="checkbox"/>	Property (Special Risk includes Fire and Theft)	7/1/2012	7/1/2013	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$1,000		
Description: Proof of Primex Member coverage only.							

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ – NH Public Risk Management Exchange
			By: <i>Tammy Denver</i>
			Date: 1/15/2013 tdenver@nhprimex.org
State of NH NH State Council on the Arts 19 Pillsbury St, 1 st Floor Concord, NH 03301			Please direct inquires to: Primex³ Risk Management Services 603-225-2841 phone 603-228-3833 fax

State of New Hampshire
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that Seacoast Charter School is a New Hampshire nonprofit corporation formed June 9, 2005. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 22nd day of January A.D. 2013

A handwritten signature in cursive script, appearing to read "Wm Gardner".

William M. Gardner
Secretary of State