

26 B/B  
KPA



Virginia M. Barry, Ph.D.  
Commissioner of Education  
Tel. 603-271-3144

Paul Leather  
Deputy Commissioner of Education  
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, N.H. 03301  
FAX 603-271-1953  
Citizens Services Line 1-800-339-9900

January 24, 2013

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

100% Federal Funds

REQUESTED ACTION

1. Authorize the Department of Education, Division of Instruction to contract with ABC Education Consultants, LLC, Concord, NH (vendor code 225481) to provide technical assistance and support to schools and districts in need of improvement. This contract will be in effect from the date of Governor and Council approval through September 30, 2013, pending legislative approval of the next biennium budget, in an amount not to exceed \$25,000.00. Source of funds is 100% Federal Funds.

Funding for this request is available as follows:

	<u>FY13</u>	<u>FY 14</u>
06-56-56-563010-32610000-072-509073	\$7,000.00	\$18,000.00
Department of Education, Title I-A 1003(a)		

2. Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein and pending legislative approval of the next biennium budget.

EXPLANATION

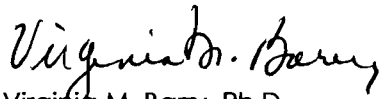
A Request for Proposals was developed and was posted. The Department was seeking an individual or entity to provide technical assistance and support to schools and districts in need of improvement. The selected individual or entity would work as a liaison between the Department, the regional school improvement facilitators, and districts and schools. Priority of direct support would be given to districts in corrective action, schools that are Schools In Need of Improvement (SINI) year four or higher and schools that are on the State Persistently Lowest-Achieving (PLA) list. This individual or entity would work with the districts and schools to provide technical assistance and direct services to advance early childhood education.

Her Excellency Governor Margaret Wood Hassan  
and the Honorable Council  
January 24, 2013  
Page Two

The Department of Education would like to contract with ABC Education Consultants, LLC in order to allow Patricia Ewen, sole proprietor, to provide targeted technical assistance to districts and schools in need of improvement. Ms. Ewen holds two Masters Degrees; one in Early Childhood Cognition & Methodology and the other in Reading. She is also a certified/licensed teacher in Early Childhood Elementary Education and Reading. She has served as a Reading Teacher at the elementary level, Parent Educator and Community Resource Educator, and Curriculum Consultant and Instructor at the post-secondary level. She has built strong relationships with the schools/districts within the state in her most recent role as the state-wide Early Childhood Project Consultant. She has the content expertise and experience necessary to work with schools and districts in order to facilitate school and district improvement.

Only one proposed was received. Based on review of the proposal, the candidate was rated as being highly qualified and experienced; exceeding the criteria set forth in the RFP.

Respectfully submitted,



Virginia M. Barry, Ph.D.  
Commissioner of Education

VMB:dc:emr

Subject:

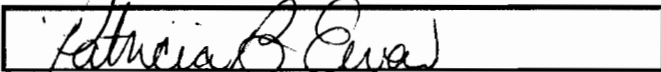

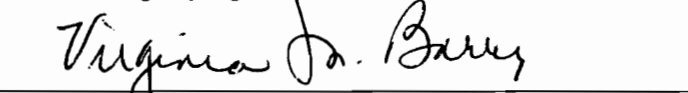

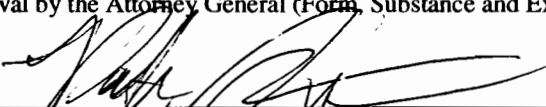
Improvement Support and Technical Assistance to Local School Districts app

**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name NH State Department of Education, Division of Instruction		1.2 State Agency Address 101 Pleasant Street, Concord, New Hampshire 03301	
1.3 Contractor Name Patricia Bradley Ewen, d/b/a ABC Education Consultants, LLC		1.4 Contractor Address 99 Clinton Street, Concord, NH 03301	
1.5 Contractor Phone Number 631-664-5181	1.6 Account Number See Exhibit B	1.7 Completion Date September 30, 2013	1.8 Price Limitation \$25,000.00
1.9 Contracting Officer for State Agency Deborah Connell, Administrator, Bureau of Integrated Progra		1.10 State Agency Telephone Number 603-271-3801	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Patricia Bradley Ewen, the sole proprietor	
1.13 Acknowledgement: State of <b>NH</b> , County of <b>Merrimack</b> On <b>January 24, 2013</b> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace <b>DIANE BURBANK, Notary Public</b> My Commission Expires <b>February 2, 2016</b> [Seal]			
1.13.2 Name and Title of Notary or Justice of the Peace 			
1.14 State Agency Signature 		1.15 Name and Title of State Agency Signatory Virginia M. Barry, Ph.D., Commissioner of Education	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By:  Director, On: <b>1/29/13</b>			
1.17 Approval by the Attorney General (Form, Substance and Execution) By:  On: <b>2/5/13</b>			
1.18 Approval by the Governor and Executive Council By: _____ On: _____			

**2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED.** The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

**3. EFFECTIVE DATE/COMPLETION OF SERVICES.**  
3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, this Agreement, and all obligations of the parties hereunder, shall not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date").  
3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

**4. CONDITIONAL NATURE OF AGREEMENT.**  
Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

**5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.**  
5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.  
5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.  
5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

**6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.**  
6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.  
6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.  
6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

**7. PERSONNEL.**  
7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.  
7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.  
7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

Contractor Initials PBE  
Date 1/24/13

**8. EVENT OF DEFAULT/REMEDIES.**

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

- 8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;
- 8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
- 8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
- 8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

**9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.**

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

**10. TERMINATION.** In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

**11. CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

**12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.** The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

**13. INDEMNIFICATION.** The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

**14. INSURANCE.**

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and

14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be

Contractor Initials *RBE*  
Date *1/24/13*

attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten (10) days prior written notice of cancellation or modification of the policy.

**15. WORKERS' COMPENSATION.**

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

**16. WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

**17. NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

**18. AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire.

**19. CONSTRUCTION OF AGREEMENT AND TERMS.**

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual

intent, and no rule of construction shall be applied against or in favor of any party.

**20. THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

**21. HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

**22. SPECIAL PROVISIONS.** Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

**23. SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

**24. ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

Contractor Initials *ABC*  
Date *1/24/13*

## EXHIBIT A

### SCOPE OF SERVICES

ABC Education Consultants, LLC will provide the following services, focused primarily on districts in corrective action, schools that are SINI year four or higher and schools that are on the PLA list, to the New Hampshire Department of Education from the date of Governor and Council approval through September 30, 2013, pending legislative approval of the next biennium budget:

- Provide assistance to districts/schools in the development or enhancement of early childhood education programs to include coaching and direct services;
- Provide assistance to districts/schools to align pre-kindergarten-grade 3 curriculum to College and Career Ready Standards and the Common Core;
- Produce, in conjunction with Department staff, technical assistance documents to support school and district improvement and promote promising practices in early childhood education;
- Collaborate with regional facilitators to create a platform for sharing of promising practices throughout the state;
- Participate in Department Statewide System of Support meetings at the Department;
- Attend other assigned meetings that support the Department.

### REPORTING

Ms. Ewen, the sole proprietor of ABC Education Consultants, LLC, will provide the Bureau of Integrated Programs reports that detail the technical assistance activities provided and the data documenting the results of these activities.

One, or more, of the following reports may be required:

- Preliminary Report: report detailing the initial status of the district or school to whom the technical assistance is being provided and nature of the contact;
- Progress Reports: report detailing the progress and current status of the district or school to whom technical assistance is being provided, including specific details of support provided; and
- Final Report: report detailing the status of the district or school upon completion of the technical assistance/support activities.

  
Contractor  
Initials

  
Date

EXHIBIT B

Budget

Budget (through September 30, 2013)

Professional services (\$50.00 per hour) not to exceed	\$25,000.00		
06-56-56-563010-32610000-072-509073	<b>FY 13</b> \$7,000.00	<b>FY 14</b> \$18,000.00	
Total	\$7,000.00	\$18,000.00	\$25,000.00

Method of Payment: Payments shall be made on invoices submitted monthly accompanied by a description of services for that period. Please submit invoices to:

Deborah Connell, Administrator  
Bureau of Integrated Programs  
NH Department of Education  
101 Pleasant Street  
Concord, NH 03301

  
\_\_\_\_\_  
Contractor  
Initials

1/24/13  
\_\_\_\_\_  
Date



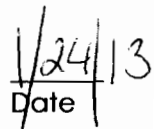
EXHIBIT C

Authorize the Department of Education to waive the insurance section of the agreement;  
Section 14, 14.1, and 14.1.1.

Contractor will carry appropriate levels of personal automobile insurance during the term of this contract, per the coverage levels set forth in the attached MMG Insurance Company's Policy Number AC10988979.

Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein and pending legislative approval of the next biennium budget.

  
\_\_\_\_\_  
Contractor  
Initials

  
\_\_\_\_\_  
Date

**CERTIFICATE OF AUTHORITY**

(Sole Proprietor)

I, Patricia Bradley Ewen, as a Sole Owner of my Business, ABC Education Consultants, LLC, certify that I am authorized to enter into a contract with the State of New Hampshire, Department of Education, on behalf of myself.


IN WITNESS WHEREOF, I have hereunto set my hand as the Sole Owner of the Business this 24th day of January, 2013.

  
Sole Owner

STATE OF New Hampshire  
COUNTY OF Merrimack

On this the 24th day of January, 2013, before me, Diane Burbank the undersigned Officer, personally appeared, Patricia Bradley Ewen who acknowledged herself to be the Sole Owner of ABC Education Consultants, LLC a Business, and that she, as such Sole Owner being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the Business by herself as Sole Owner.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

  
Notary Public/~~Justice of the Peace~~

My Commission expires:

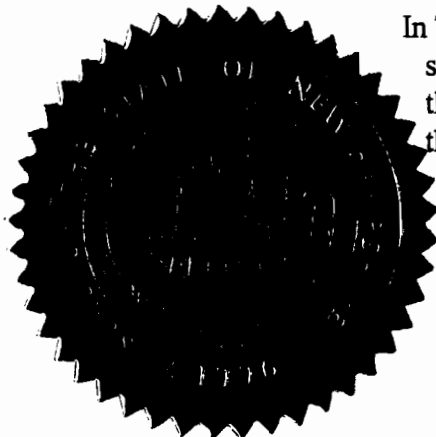
**DIANE BURBANK, Notary Public**  
**My Commission Expires February 2, 2016**

# 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 ABC Education Consultants, LLC is a New Hampshire limited liability company formed on December 30, 2011. I further certify that it is in good standing as far as this office is concerned, having paid the fees required by law; and that a certificate of cancellation has not been filed.



In TESTIMONY WHEREOF, I hereto  
set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 23<sup>rd</sup> day of May, A.D. 2012

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner  
Secretary of State

## Patricia Bradley Ewen

I believe all children can learn when we attend to their individual differences.

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### EDUCATION

**Plymouth State University of the University System of New Hampshire** Plymouth, NH  
M.Ed. Early Childhood/Elementary Education Curriculum & Instruction  
M.Ed. Literacy Grades K-12

**University of New Hampshire** Durham, NH  
B.A. Youth Drama for Children (Theater)

### CERTIFICATIONS

**New Hampshire** Early Childhood Certification (b-3<sup>rd</sup> grade), Highly Qualified Status, NCLB  
Elementary Education (K-8), Highly Qualified Status, NCLB  
Reading Specialist (K-12)

**New York** Early Childhood (Birth-2), Highly Qualified Status, NCLB  
Childhood Education (Grades 1-6), Highly Qualified Status, NCLB  
Literacy; Reading Specialist (B-6)  
Literacy; Reading Specialist (Grades 5-12)

### WORK EXPERIENCE

#### NATIONAL PROJECTS

**2012 Praxis Elementary Education National Advisory Committee**  
*Educational Testing Service (ETS) – Literacy & Math Teacher Licensure Program*

**2013 Title 1 Conference, Nashville TN**  
*The New Hampshire Scalable Model to Increase Kindergarten Readiness*

#### NEW HAMPSHIRE STATE DEPARTMENT OF EDUCATION

**Office of Early Childhood** Concord, NH  
**Early Childhood Consultant - appointed & renewed by Commissioner** 2009–Present  
**Scope:** 135,994 children birth – age 8; 70,000+ enrolled in public education, K-3  
**Governance Structure:** 10 counties, 15 public health regions, 5 public education regions, 170 active school districts, 259 towns, 292 populated census tracts

Provide technical assistance on early learning, primary education, literacy and the Common Core State Standards to align with College and Career Ready Standards  
Founded the Office of Early Childhood Education  
Policy analyst on federal early learning initiatives compatible to New Hampshire  
Strategic leader for statewide implementation of the Common Core State Standards  
Transformer of persistently low performing schools–School Improvement Grantees  
Pursued third grade reading proficiency for all through Striving Readers  
Comprehensive Literacy plans, strategies, grants & technical assistance  
Established Pre-Kindergarten Parent engagement programs statewide  
Conceptualize policy and programs for statewide early learning reform  
Developed Early Learning Standards for New Hampshire  
Authored Kindergarten Readiness Indicators aligned to Head Start Framework and authentic assessments used by Head Start and public schools.  
Constructed Kindergarten Readiness Definition to align to authentic assessments & CCRS  
Liaison to non DOE programs including Head Start, CCDBG & Maternal Child Health  
Initiated successful grant proposals available through the American Recovery and Reinvestment Act, private foundations, and other state agency budgets  
Presentations to State Board of Education, NH Legislature and NH Superintendents  
Managed high-priority special projects for Commissioner Virginia M. Barry

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## NEW HAMPSHIRE DEPARTMENT OF EDUCATION DETAIL

### GOVERNOR and COMMISSIONER LEGISLATIVE APPOINTMENTS

Children's Behavioral Health Collaborative and Steering Committee  
Council for Children and Adolescents with Chronic Health Conditions  
Family School Community Task Force  
Spark NH, State Early Childhood Advisory Council and Executive Committee

### DEPARTMENT OF EDUCATION INITIATIVES AND REFORMS

Coos County Early Childhood Project  
ESEA Flexibility Request, Window three – Principle 1  
Literacy Interdisciplinary Team, *State Literacy Plan*, Project Manager  
Professional Standards Board, New Hampshire Early Childhood Teacher Certification  
Teacher Effectiveness Task Force, Phase I & II – State Model Construct; domains & elements  
Response to Intervention, Early Learning Technical Advisor to the PLC  
Data analyst for determining student achievement to eliminate gaps  
Systems Building State Teams:

- Fostering Connections: Child Welfare, Foster Care and the Courts
- Implementing Educator Evaluation Systems, State Model
- School Improvement Grant, pre-K through third grade at two sites
- Summer Summit, July 2012 – The Changing World of Instruction

### NATIONAL PARTNERSHIPS ESTABLISHED with the OFFICE OF EARLY CHILDHOOD

Reach Out and Read – pediatric book distribution to encourage families to read together  
Reading Recovery, Project Manager – i3 Grant with Ohio University and Lesley University  
Ready! for Kindergarten – 2nd largest national enrollment for parent engagement program (B-5)  
Regional Education Laboratory: Early Childhood Education Research Alliance  
Teaching Strategies Gold Assessment & Creative Curriculum System (Authorized Trainer)  
Text4baby – supports pregnancy and baby health during the first year through text tips

### AWARDS

Leadership Award, 2010 New Hampshire Early Learning Champion

### STATE COMMUNITY SERVICE

Judge        The Plunge 2012, Arctic swim fundraiser for New Hampshire Special Olympics  
Judge        Miss Granite State and Miss Merrimack Scholarship Program  
Judge        Semi finalist pageant for Miss New Hampshire Scholarship Program  
Judge        Hood Sportsmanship Scholarship Program  
Operation Santa Claus- Statewide fundraising/gift distribution to 3,000 children in poverty

### PROFESSIONAL PUBLICATIONS

<i>Tuesday Telegraph</i>	<b>Current</b>
Weekly news bulletin to NH early childhood stakeholders & public schools – distribution 3,000	
<i>Parenting Pages</i>	<b>2003–2006</b>
Cornell Cooperative Extension Curriculum Development Materials Multiple Topics for Distribution in the state of New York	
<i>Building Blocks: An Infant-Toddler Handbook</i>	<b>1991</b>
Revised Edition. Copyright, 1991 ISBN: 0-96311228-7 Library of Congress Catalog Card Number 92-93262	

**WORK EXPERIENCE (continued)**

**STAFF AND CURRICULUM DEVELOPMENT**

**Cornell University**

**Community Resource Educator & Instructor**

**Riverhead, NY  
June 2003–June 2006**

- Created, Implemented and facilitated new and pre-existing curriculums for all audiences
- Pioneered teacher centered Professional Learning Communities (PLC)  
Researcher and presenter for Suffolk County Literacy Institute for Professionals

**Just Kids**

**Curriculum Consultant**

**Middle Island & Lindenhurst, NY  
April 2002–June 2003**

- Trained 85 professional staff and administrators at two sites on *Creative Curriculum*
- Toy-buyer for the largest integrated special education preschool in New York
- Managed budget, purchasing, equipment distribution, and supplies for 25 classrooms
- Constructed typical curriculum models (6 weeks to 5 years)  
Core Organization of Developmental Knowledge  
Monthly Developmental Content and Annual Thematic Curriculum Guides
- Constructed adaptive and modified curriculum modules for all students  
Autism and Pervasive Developmental Disorders      Visually and Hearing Impaired  
Medically Fragile Infants and Preschoolers      Speech and Language Therapy

**CLASSROOM**

**Mount Elementary School, National Blue Ribbon School, 2009  
Academic Intervention Service Reading Teacher**

**Stony Brook, NY  
2007–2009**

- Teaching responsibilities: 32 students per week, 27 students per day
- Maintained student portfolios: assessments, running records, work samples
- Responsible for report cards, IEP teams, teacher and parent conferences
- Assessed kindergarten students for academic intervention

**Ledyard Center School  
First Grade Teacher, Special Needs  
Speech & Language Pathology**

**Ledyard, CT  
September 1997–June 2000**

- Provided one-on-one teaching of special-needs child in self-contained typical first grade classroom + first grade guided reading and literacy block
- Instructed four students per week on phonological awareness, syntax, rhyme, and all aspects of written communication. Remained with students until dismissed from special services

**TEACHER AND PARENT EDUCATION PROGRAMS**

**Essex Community College  
Instructor**

**Essex, MD  
September 1990–June 1994**

- Principles of Human Growth and Development      Principles and Practices in Early Childhood Nutrition
- Infant/Toddler Development: Birth to Three      Developing Infant/Toddler Curriculum
- First Aid in the Childhood Years      Childhood Illnesses
- Observing and Recording Children's Behavior

**The Parenting Connection at First Step  
Early Childhood Development Specialist**

**Baltimore, MD  
August 1989–June 1990**

- Accountable for operation of the Early Childhood program within a family support center
- Maintained highest standards set forth by the Maryland state initiative in partnership with Friends of the Family

**Early Career Teaching Experience - Pre-K, Kindergarten, First, Fourth and Sixth grades**