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



Paul K. Leather Deputy Commissioner 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

February 11, 2014

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

#### **REQUESTED ACTION**

Authorize the Department of Education to amend an existing contract with Robert F. Hanson Jr., (Vendor Code # 204461) to increase the amount of technical assistance provided to schools, by increasing the price limitation by \$17,000, from \$30,000 to \$47,000 effective February 28, 2014 or the date of Governor and Council approval, whichever is later, through June 30, 2014. Original contract approved by Governor and Council on November 14, 2012, Item #136; and renewed on June 5, 2013, Item #170. 100% Federal Funds.

<u>Current</u> <u>Increase</u> <u>Modified</u> 06-56-563510-61560000-102-500731 \$30,000.00 \$17,000.00 \$47,000.00

#### **EXPLANATION**

On June 5, 2013, the Governor and Council approved a contract with Rob Hanson to provide support and technical assistance to schools and districts that are in need of improvement. The contractor has been providing assistance to school districts with regard to data analysis, data verification, and utilization of data for the purpose of program improvement as well as other crucial aspects of assisting with overall school improvement.

With the approval of the Flexibility Waiver under federal No Child Left Behind legislation, more schools are reaching out to the Department for support and technical assistance. The contractor is able to provide additional support and the Department would like to extend the number of hours of support that are available to school districts.

Respectfully submitted,

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



# STATE OF NEW HAMPSHIRE DEPARTMENT OF EDUCATION

# **AMENDMENT**

This Agreement (hereinafter called the "Amendment") dated this 12<sup>th</sup> day of February, 2014 by and between the State of New Hampshire acting by and through the Department of Education, (hereinafter referred to as the "Office") and Robert F. Hanson, Jr, (vendor code 204461), of Strafford, NH (hereinafter referred to as the "Provider").

WHEREAS, pursuant to an agreement (hereinafter called the "Agreement") approved by the Governor and Council on June 6, 2013 Item # 170, the Provider agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the Office of certain sums as specified therein;

WHEREAS, pursuant to the provision of Section 18 of the original Agreement, the Agreement may be modified or amended only by a written instrument executed by the parties thereto and only after approval of such modification by the Governor and Council, or amendment;

WHEREAS, the Provider and the Office have agreed to amend the Agreement in certain respects;

**NOW THEREFORE**, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:



#### STATE OF NEW HAMPSHIRE

#### DEPARTMENT OF EDUCATION

# <u>AMENDMENT</u>

(continued)

#### 1. Amendment and Modification of Agreement:

P37:
Original:
Price Limitation \$30,000.00
Change to:

Price Limitation \$47,000.00

Exhibit A - Scope of Services

Original:

Robert Hanson will provide the following services to the New Hampshire Department of Education and New Hampshire schools and districts, effective upon Governor and Council approval for the period beginning July 1, 2013 through June 30, 2014:

- Manage and coordinate the use of the NH Steps to Success School Improvement Indistar System to assist districts/schools in conducting needs assessments and improvement plan development;
- Provide professional development to facilitate school and district improvement plan development and implementation, with the goal of improving student achievement;
- Analyze data and develop differentiated Department support plans for districts in corrective action, schools that are SINI year four or higher and schools that are on the PLA list.
- Work with DOE, district and school improvement teams to develop and implement school/district improvement plans and to monitor the effectiveness of improvement initiatives;
- Provide assistance to school districts regarding data analysis, data verification, and utilization of data for program improvement purposes;
- Produce, in conjunction with Department staff, technical assistance documents to support school and district improvement and promote promising practices;
- Provide updates to the Department regarding progress and concerns from her work with districts and schools;
- 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;
- Coordinate the activities for the NH Academy of Pacesetting Districts as required;
- Provide technical assistance and guidance to the SIG schools using the online Transformation Toolkit; and
- Attend other assigned meetings that support the Department.



# STATE OF NEW HAMPSHIRE

#### DEPARTMENT OF EDUCATION

#### Change to:

All bullets remain the same with the exception of the following:

• Provide assistance to school districts regarding data analysis, data verification, and utilization of data for program improvement purposes; As a result of the ESEA Flexibilty/Waiver provide onsite support to Priority and Focus Schools to create data teams, develop a data protocol, and assist with data analysis to improve instruction. Attend meetings with the DOE data team regarding planning and data training. Provide training at various training sessions including the 5th Annual Data Use Conference.

#### Exhibit B - Budget:

#### Original:

Budget (July1, 2013 through June 30, 2014)

	Professional Services (\$50.00 per hour) Not to exceed	\$30,000
	06-56-56-563010-32610000-102-500731	\$28,000
	06-56-56-563010-21830000-102-500731	\$ 2,000
	Total	\$30,000
Change	to:	
	Budget (July1, 2013 through June 30, 2014)	
	Professional Services (\$50.00 per hour) Not to exceed	\$47,000

06-56-56-563010-32610000-102-500731

06-56-56-563010-21830000-102-500731

06-56-56-563510-61560000-102-500731

#### 2. Effective Date of Amendment:

Total

This Amendment shall take effect on February 28, 2014 or the date of Governor and Council approval, whichever is later and will remain in place until June 30, 2014.

\$28,000

\$ 2,000

\$17,000

\$47,000



# STATE OF NEW HAMPSHIRE **DEPARTMENT OF EDUCATION**

#### 3. **Continuance of Agreement:**

Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement and the obligations of the parties hereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

STATE OF NEW HAMPSHIRE

Division of Educational Improvement

DEPARTMENT OF PERSONNEL



# STATE OF NEW HAMPSHIRE DEPARTMENT OF EDUCATION

# AMENDMENT (continued)

STATE OF <u>NEW HAMPSHIRE</u>
COUNTY OF **MAALMOCK** 

COUNTY OF THE MACK			
On this the <u>12th</u> day of <u>9</u>	bruary 20	114, before me, Pat	ricia M. Edes
the undersigned officer, <b>ROUD</b>	Manison, Gr	personally appeared	(name of notary) who acknowledged him/herself
Coontra	at airmatamı)		
to be the	Consult	ant	(legal name of agency), being authorized so to do,
executed the foregoing instrument for the	e purposes therein co	ontained, by signing the	name of the
corporation by him/herself-as Cons	ultant	of the	
	(signatory's title)		(legal name of agency)
In witness whereof I hereunto s	et my hand and offic	ial seal.	
PATRICIA M. EDES HOTARY PUBLIC - NEW HAMPENIE MERMANIC COUNTY My GARMIC Septem Feb. 06, 2018		Patricia Notary Public/Justice	M. Edes of the Peace
Approved as to form,	execution and substa	nce:	
		OFFICE OF THE AT	ORNEY GENERAL
		ву: ////	Attorney General
		Assistant	Attorney General
		Date: $\int \frac{\partial}{\partial x} / 18$	714
I hereby certify that the foregoi Hampshire at the Meeting on:			and Council of the State of New
		OFFICE OF THE SE	CRETARY OF STATE
		By:	
		Title:	



JN;;DocId;;PG;0;DT;08/21/2013;CI;;PN;0000000;CN;00000000000000;AN;

# THE CONCORD GROUP INSURANCE COMPANIES

Concord General Mutual Insurance Company, 4 Bouton Street, Concord, NH 03301-5006

# **POLICY CHANGE DECLARATIONS**

Refer billing, policy or coverage questions to:

Named Insured and Address:

Online Access #: 0155711

0521088 - 6 28-035

Whittemore Insurance 172 Rockingham Rd Londonderry, NH 03053 (603) 432-2577

Robert Hanson

A Valued Customer Since 1993								
Policy Number	Policy Type	Policy Period	Effective Date	Payment Plan				
	Personal Automobile	07/16/2013 TO 07/16/2014 12:01 AM Standard Time	08/17/2013	4-Pay				

#### **POLICY CHANGES**

Other:

#### **POLICY PREMIUM SUMMARY**

Veh	Veh Year	Make / Model	Vehicle ID #	Vehicle Kept in	Annual Premium
1	2004	HYUNDAI	-	Strafford, NH	\$732.00
2	2005	HYUNDAI	·	Strafford, NH	\$558.00
3	1999			Strafford, NH	\$69.00
4	2008	тоуота		Strafford, NH	\$549.00
5	2012	HYUNDAI		Strafford, NH	\$593.00

TOTAL VEHICLE PREMIUM \$2,501.00

DRIVING RECORD HISTORY SURCHARGE \$90.00

ANNUAL POLICY PREMIUM \$2,591.00

Policy Number Effective 08/17/2013

# **DRIVERS**

Robert Hanson

#	Name of Driver	Date of Birth	License #	State of License
1	Robert Hanson			NH
2				NH
3		۲ ۳	_	NH
4				NH

Credits/Discounts/Rating Benefits	Detail	Applies to Vehicle	Credits/Discounts/Rating Benefits	Detail	Applies to Vehicle
Account Credit H489265	15%	1,2,3,4,	Restraint Discount Both	Applied	1,2,4,5
Safe Driver Incentive Plan NH	20%	1,2,4,5	Anti-Lock Braking System 4 Wheel standard	Applied	2,4,5
(	Applied	1,2	Policy in Effect for 20 years	Applied	1,2,3,4,
Multi-Car Discount	Applied	1,2,4,5	Accident Waiver Benefit	Included	1,2,4,5
Anti-theft device Passive	Applied	5	Longevity	Applied	1,2,3,4,
Anti-theft device Active	Applied	2			

# **VEHICLES and USAGE**

Veh	Veh yr.	Make/Model	Primary Driver	Vehicle Use	One-way Miles	Sym	Terr	Class Code
1	2004	HYUNDAI	4	Pleasure	0	12	4227	816620
2	2005	HYUNDAT	3	Pleasure	0	15	4227	827620
3	1999		N/A		0	0	4227	944200
4	2008	TOYOTA	1	Work	11	16	4227	887220
5	2012	HYUNDAI	2	Work	6	15/25	4227	887220

# **COVERAGES**

# ANNUAL PREMIUMS

	Co	overage applie	s when a pren	alum is shown	Veh 1	Veh 2	Veh 3	Veh 4
Bodily injury	Each Person/Eac	Each Person/Each Occurrence \$100,000/300,000					N/A	110
Property Damage	Each	n Occurrence	•	\$50,000	308	119	N/A	102
Medical Payments		Each Perso	on	\$5,000	71	29	N/A	25
Uninsured / Underinsured Motorist	Each Person/Eac	ch Occurrenc	e \$100,0	00/300,000	23	23	N/A	23
	Veh 1	Veh 2	Veh 3	Veh 4				
Other Than Collision	B/A	\$250 Ded.	\$100 Ded. Up to \$3500	\$250 Ded.	N/A	57	9	65
Collision	N/A	\$500 Ded.	\$250 Ded. Up to \$3500	\$500 Ded.	N/A	202	60	224
Transportation Expense	N/A	Daily/Max \$20/600	N/A	Daily/Max \$20/600	N/A	Incl	N/A	Incl
Personal Auto Coverage Enhancements (PACE)	specia	See form CI 0036 for special coverage and enhancements			Incl	Incl	N/A	Incl
		Total Premium for Each Vehicle			732	558	69	549

# **COVERAGES**

#### **ANNUAL PREMIUMS**

	Co	Coverage applies when a premium is show						Veh 8
Bodily Injury	Each Person/Eac	Each Person/Each Occurrence \$100,000/300,000						
Property Damage	Each	Occurrence	e	\$50,000	102			
Medical Payments		Each Pers	on	\$5,000	25			
Uninsured / Underinsured Motorist	Each Person/Each	Occurrence	se \$100,0	000/300,000	23			
	Veh 5	Veh 6	Veh 7	Veh 8				
Other Than Collision	\$250 Ded,				45			
Collision	\$500 Ded				288			
Transportation Expense	Daily/Max \$20/600				Incl			
Personal Auto Coverage Enhancements (PACE)	specia	See form CI 0036 for special coverage and enhancements			Incl			
		Total Premium for Each Vehicle						

TOTAL VEHICLE PREMIUM \$2,501.00

#### **DRIVING RECORD HISTORY**

Driver	Date	Accidents/Convictions	'	Point	ts per driver
ROBERT HANSON				_	0
		-			
	- , <u>-</u>		_		

# LOSS PAYEE or ADDITIONAL INTEREST

Name	Interest	Veh #	Year/Make/Model	
Service Credit Union Allied Solutions, PO Box 2366 Sioux City, IA 51106	Loss Payee	4	2008 TOYOTA TACOMA DOUBLECAB	
Service Credit Union Allied Solutions, PO Box 2366 Sioux City, IA 51106	Loss Payee	5	2012 HYUNDAI VELOSTER	

# **POLICY FORMS**

Form	Edition	Name	
CI0022	10-98	PAPA - Personal Auto Policy Amendments	100000000000000000000000000000000000000
CI0028	02-06	Uninsured Motorists Coverage - NH	
PP0001	06-94	Personal Auto Policy	
PP0301	08-86	Government Employee Endorsement	
PP0309	04-86	Split Liability Limits	
PP0401	04-86	Split Uninsured Motorist	
PP1301	12-99	Coverage For Damage To Your Auto Exclusion	
PP1333	02-08	Loss Payee Clause - New Hampshire	
CI0031	01-11	Amendment of Policy Provisions - NH	
PP1332	06-09	Miscellaneous Type Vehicle Endorsement	
CI0036	09-11	Personal Auto Coverage Enhancements (PACE)	

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

May 14, 2013

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



#### **REQUESTED ACTION**

Authorize the Department of Education, Division of Instruction to renew the contract with Robert F. Hanson, Jr., Strafford, NH (vendor code 204461), previously approved by Governor and Council on November 14, 2012, Item #136, to provide improvement support and technical assistance to New Hampshire schools and districts as part of the Statewide System of Support to improve student achievement. This contract will be in effect upon Governor and Council approval for the period beginning July 1, 2013 through June 30, 2014, pending legislative approval of the next biennium budget, in an amount not to exceed \$30,000.00. Source of funds is 100% Federal Funds.

Funding for this request is available as follows:

06-56-56-563010-32610000-102-500731 \$28,000.00

Department of Education, Title I-A 10003(a) \$2,000.00

Department of Education, Title II-A Redistribution Fund

#### **EXPLANATION**

The New Hampshire Department of Education is mandated, under the Elementary and Secondary Education Act, Title I, Part A, to provide support and technical assistance to schools and districts that are in need of improvement. The use of liaisons as part of the Statewide System of Support helps the Department increase its capacity to provide such technical assistance and resources to schools and districts in order to improve student achievement.

Her Excellency, Governor Margaret Wood Hassan and the Honorable Council May 14, 2013 Page Two

The Department of Education would like to renew the contract with Robert F. Hanson, Jr. in order to allow him to continue his work. He has proven he has the expertise and interpersonal skills to successfully work with schools and districts within the State. Mr. Hanson has demonstrated he can do the job very well, and we would be pleased to be able to continue this contract.

In the event Federal Funds no longer become available, General Funds will not be requested to support this program.

Respectfully submitted,

'irgin**ía** M. Barry, Ph.D.

Commissioner of Education

VMB:dc:emr

Subject:

#### **AGREEMENT**

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

# **GENERAL PROVISIONS**

1. IDENTIFICATION.					
1.1 State Agency Name		1.2 State Agency Address			
NH Department of Education	n, Bureau of Integrated Progra	101 Pleasant Street, Concord, New Hampshire 03301			
1.3 Contractor Name		1.4 Contractor Address			
Robert F. Hanson, Jr.		730 1st Crown Point Road, Strafford, NH 03884			
1.5 Contractor Phone	1.6 Account Number	1.7 Completion Date	1.8 Price Limitation		
Number 603-396-8076	See Exhibit B	June 30, 2014	\$30,000.00		
1.9 Contracting Officer for State	1.9 Contracting Officer for State Agency		1.10 State Agency Telephone Number		
Deborah Connell, Administra	ator, Bureau of Integrated Prc	603-271-3769			
1.11 Centractor Signature		1.12 Name and Title of Contractor Signatory			
Dut Tolk	mon	Robert F. Hanson, Jr.			
1.13 Acknowledgement: State	of N 🔾 , County of	Mari MACK			
On SIVALIS, before	e the undersigned officer, personall	y anneared the person identified in	block 1.12 or estisfactorily		
proven to be the person whose na	ame is signed in block 1.11, and ac	knowledged that s/he executed this	s document in the capacity		
indicated in block 1.12.					
1.13.1 Signature of Notary Pub	lic or Justice of the Peace				
` .					
[Seal]	10000				
1.13.2 Name and Title of Notar	· AA A B A B -				
My Commission Expires: 5 6 114					
1.14 State Agency Signature		1.15 Name and Title of State Agency Signatory			
Virginia M	Bun	Virginia M. Barry, Ph.D., Cor	mmissioner of Education		
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable)					
By:		Director, On: 5-17-	13		
1.17 Approval by the Artgeney General (Form, Substance and Execution)					
By: On: 5/a//)3					
1.18 Approval by the Governor and Executive Council					
By:		On:			

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



FUR INFUNIMATION ONL!				
G & C Letter # -	77 77 15			
G & C Date	11-14-12			
APPROVED:				
Page #	<u> </u>			
!tem #	) W			

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

OR INFORMATION ONLY

STATE OF NEW HAMPSHIRE DEPARTMENT OF EDUCATION 101 Pleasant Street Concord, N.H. 03301 FAX 603-271-1963 Citizens Services Line 1-800-339-9900

October 1, 2012

His Excellency Governor John H. Lynch and the Honorable Council State House Concord, New Hampshire 03301

#### REQUESTED ACTION

1. Authorize the Department of Education, Division of Instruction to contract with Robert F. Hanson, Jr., Strafford, NH (vendor code 204461), to provide improvement support and technical assistance to New Hampshire schools and districts as part of the Statewide System of Support to improve student achievement. This contract will be in effect from the date of Governor and Council approval through June 30, 2013, in an amount not to exceed \$23,600.00. Source of funds is 100% Federal Funds.

Funding for this request is available as follows:

06-56-56-563010-32610000-072-509073
Department of Education, Title I-A 10003(a)

<u>FY13</u> \$23,600.00

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 (RFP) was developed and posted on the Department of Education website and in the Manchester Union Leader with an application deadline of September 25. 2012. The department was seeking an individual or entity with specific expertise and experience to work with districts and schools in New Hampshire as a part of the Statewide System of Support to improve student achievement. The New Hampshire Department of Education is mandated, under the Elementary and Secondary Education Act, Title I, Part A, to provide support and technical assistance to schools and districts that are in need of improvement.

His Excellency Governor John H. Lynch and the Honorable Council October 1, 2012 Page Two

The selected individual will work as a liaison between the Department, the regional school improvement facilitators, and districts and schools. Priority of direct support will be given to districts in corrective action, schools that are School In Need of Improvement (SINI) year four or higher and schools that are on the State Persistently Lowest-Achieving (PLA) list. Broad support to all districts and schools in improvement or at risk of becoming in need of improvement will also be provided by the selected individual. This individual will work with the districts and schools based on their particular needs throughout the improvement plan development and implementation.

Robert Hanson has a Master's Degree from Notre Dame College, Manchester (1997) and Bachelor's Degree from Florida Atlantic University, Boca Raton, FL (1990). He has served as a Principal, School Improvement Leadership Coach/Consultant for the DOE, and most recently as a Curriculum Coordinator for the Pittsfield School District. During his term as a School Improvement Leadership Coach/Consultant for the DOE, feedback from the field was very positive.

The Department of Education would like to contract with Robert Hanson once again. His extensive knowledge and experience in the field has been a true asset in the past to both the Department and the schools and districts with whom he has worked.

Only one proposal was submitted. It was reviewed by the Administrator for the Bureau of Integrated Programs. She strongly recommended the candidate.

Respectfully; submitted,

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

VMB:dc:emr

Subject:

Improvement Support & Technical Assistance to Local Districts and Schools

FORM NUMBER P-37 ( version 1/09)

#### **AGREEMENT**

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

#### **GENERAL PROVISIONS**

1. IDENTIFICATION.						
1.1 State Agency Name	1.2 State Agency Address					
NH Department of Education, Bureau of Integrated Programs	101 Pleasant Street, Concord, New Hampshire 03301					
1.3 Contractor Name	1.4 Contractor Address					
Robert F. Hanson, Jr.	730 1st Crown Point Road, Strafford, NH 03884					
1.5 Contractor Phone 1.6 Account Number	1.7 Completion Date 1.8 Price Limitation					
Number 603-332-9459 See Exhibit B	June 30, 2013 \$23,600.00					
1.9 Contracting Officer for State Agency	1.10 State Agency Telephone Number					
Deborah Connell, Administrator, Bureau of Integrated Progra	603-271-3769					
1.11 Contractor Signature	1.12 Name and Title of Contractor Signatory					
Klout Hansmy	Robert F. Hanson, Jr.					
On hefore 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 1.2.  1.3.1 Signature of Neary Public of Distict of the Peace						
THE STATE OF THE S						
1.13.2 Name and The Analysis of the Peace						
My Commission Expires 5/6/14 CARDIA. Dugowski						
1.14 State Agency Signature	1.15 Name and Title of State Agency Signatory					
Vilgini B Barry	Virginia M. Barry, Ph.D., Commissioner of Education					
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable)						
By: \aun D - butcher Director, On: 10-4-12						
1.17 Approval by the Argorney General (Form, Substance and Execution)						
Ву:	On: 10/14/12					
1.18 Approval by the Governor and Executive Council	-					
ву: //	On:					