

pv 51



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

Paul K. Leather
Deputy Commissioner
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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

June 16, 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 enter into a contract with Audrey Ald, of Hopkinton, NH (Vendor Code 163546) in the amount not to exceed \$15,000.00 for the period effective September 3, 2014 or upon Governor and Council approval, whichever is later, through June 30, 2016 to provide training to Institutions of Higher Education on federal reporting requirements. These funds are 100% Other Funds.

Funds are available in Account Titled: Certification, pending legislative approval of the next biennial budget:

	FY 2015	FY 2016
06-56-56-564510-62040000-046-500464 Consultants	\$7,000.00	\$8,000.00

EXPLANATION

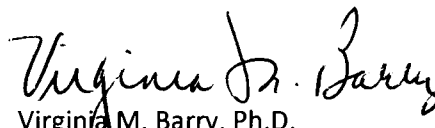
The contractor will research the impact of new federal requirements on both the New Hampshire Department of Education and the state's teacher preparation programs. The contractor will serve as the liaison between the Department and Education Testing Service, Pearson Education, and Westat, the vendors for the federal Title II higher education requirements. The contractor will prepare the Title II higher education report. The contractor will also provide training for the New Hampshire Department of Education and the Institutions of Higher Education that prepare teachers.

Page 2

Her Excellency, Governor Margaret Wood Hassan
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Concord, New Hampshire 03301

The Request for Proposals was advertised in the *Union Leader* May 2, 4 and 5, 2014 and posted on the Department of Education website from May 2 through May 23, 2014. Two responses to the Request for Proposals were received. Department staff members, Dr. Judith Fillion, Virginia Clifford, and Rilma Fox, who are knowledgeable with regard to the services needed, reviewed and recommended Audrey Ald's proposal. Audrey has demonstrated her value to the New Hampshire Department of Education through work on previous contracts.

Sincerely,


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

PROPOSAL REVIEW SCORE SHEET

Contractor	Rater #1	Rater #2	Rater #3	Combined Total	Score Averages
Deborah Connell	59	90	85	234	78
Audrey B. Ald	83	95	93	271	90

The proposal review team consisted of the following individuals:

Dr. Judith D. Fillion, Director Program Support. Dr. Fillion is responsible for four major bureaus, one of which is Credentialing. She has considerable experience in both teacher preparation and certification as well as extensive knowledge of the teacher testing programs.

Ginny Clifford, Department of Education is Administrator for the Bureau of Credentialing. Ms. Clifford is the Departments liaison with ETS and Pearson Education, the vendors for New Hampshire's licensure tests. Ms. Clifford has been responsible for several types of federal reports.

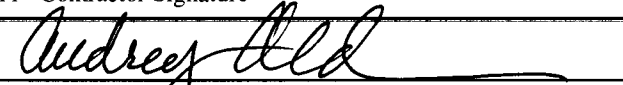
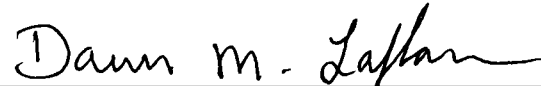
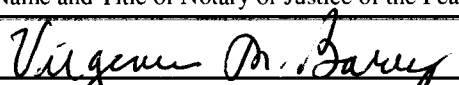
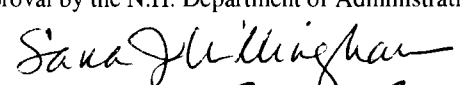
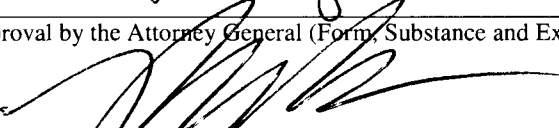
Rilma Fox, Department of Education, Program Specialist III. Ms. Fox evaluates applications for teacher certification for alternatives 2, 4, and 5. Ms. Fox also communicates and interprets the Education laws and administrative rules concerning teacher certification for public school personnel and supervises the alternative 3 oral review board process.

Subject: 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 <div style="border: 1px solid black; padding: 2px;">Department of Education</div>		1.2 State Agency Address <div style="border: 1px solid black; padding: 2px;">101 Pleasant Street, Concord, NH 03301</div>	
1.3 Contractor Name <div style="border: 1px solid black; padding: 2px;">Aldrey Ald</div>		1.4 Contractor Address <div style="border: 1px solid black; padding: 2px;">897 Farmington Corner Road, Hopkinton, NH 03229</div>	
1.5 Contractor Phone Number <div style="border: 1px solid black; padding: 2px;">603-569-0317</div>	1.6 Account Number <div style="border: 1px solid black; padding: 2px;">See Exhibit B</div>	1.7 Completion Date <div style="border: 1px solid black; padding: 2px;">June 30, 2016</div>	1.8 Price Limitation <div style="border: 1px solid black; padding: 2px;">\$15,000.00</div>
1.9 Contracting Officer for State Agency <div style="border: 1px solid black; padding: 2px;">Dr. Virginia M. Barry, Commissioner of Education</div>		1.10 State Agency Telephone Number <div style="border: 1px solid black; padding: 2px;">603-271-3855</div>	
1.11 Contractor Signature <div style="border: 1px solid black; padding: 2px;"></div>		1.12 Name and Title of Contractor Signatory <div style="border: 1px solid black; padding: 2px;">Audrey Ald, Sole Owner</div>	
1.13 Acknowledgement: State of NH , County of Merrimack On 8/19/14 , 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 <div style="border: 1px solid black; padding: 2px;">[Seal] </div>		DAWN M. LAFLAM, Justice of the Peace My Commission Expires March 20, 2018	
1.13.2 Name and Title of Notary or Justice of the Peace <div style="border: 1px solid black; padding: 2px;"></div>			
1.14 State Agency Signature		1.15 Name and Title of State Agency Signatory <div style="border: 1px solid black; padding: 2px;">Dr. Virginia M. Barry, Commissioner Department of Education</div>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By:  Director, On: 8/25/14			
1.17 Approval by the Attorney General (Form, Substance and Execution) By:  On: 8/27/14			
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 
Date 8/19/14

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 *ABT*
Date *8/19/14*

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 
Date 8/19/14

EXHIBIT A

SERVICES TO BE PROVIDED

The contractor will research and provide training to Institutions of Higher Education on new federal reporting requirements by:

1. Researching the impact of new requirements on both the New Hampshire Department of Education and the state's teacher preparation programs.
2. Serving as the liaison between the Department and the program vendors Education Testing Services, Pearson Education, and Westat.
3. Provide training for New Hampshire Department of Education and higher education staff.
4. Prepare the Title II report.

Contractor Initials:

Date:

AAJ
8/19/14

**EXHIBIT B
BUDGET**

BUDGET

	Total Fixed Price	Hourly Rate	Hours
Audrey B. Ald	\$15,000.00	\$50.00	300 (14-16 hours per month)

100 points

Abstract of Experiences (45)-The applicant is rated on the quality and relevance of previous work experience as presented on the resume as well as an evaluation of performance in previous contractual work for the agency.

Description of Services to be provided (30)-The applicant is rated on the ability to perform one of the priority requirements listed in the RFP as well as the hours and dates available to perform the required services.

Budget (25)-The applicant provides an itemized budget of cost per hour times the number of hours of contracted service to be rendered.

Limitation on Price:

This contract will not exceed \$15,000.00

Method of Payment:

Payment to be made on the basis of monthly invoices which are supported by a summary of activities that have taken place in accordance with the terms of the contract as stated in Exhibit A.

Invoices will be submitted to:

Marjorie Schoonmaker
Division of Program Support
NH Department of Education
101 Pleasant Street
Concord, NH 03301

Contractor Initials:

Date:

ABJ
8/19/14

**EXHIBIT C
SPECIAL PROVISIONS**

Authorize the waiver of Sections 14.1.1 – 14.3.

Contractor will carry appropriate levels of automobile insurance during the term of this contract, per the coverage levels set forth in the attached renewal certificate.

Contractor Initials:

Date:

ASJ
8/12/14

Audrey B. Ald

897 Farrington Corner Road
Hopkinton, New Hampshire 03229

aaldster@yahoo.com

Education:

<i>Bachelor of Arts</i>	<i>English Nathaniel Hawthorne College</i>	<i>May 1970</i>
<i>Masters in Education</i>	<i>Special Education Keene State College</i>	<i>May 1988</i>
<i>Doctoral Assistant</i>	<i>Educational Psychology and Education Foundations University of Connecticut</i>	<i>Fall 1990 - 1993</i>
<i>Doctoral Program (ABD) (All But Dissertation)</i>	<i>Administration and Supervision of Special Education Department of Educational Leadership Virginia Polytechnic and State University</i>	<i>Fall 1996-2002</i>

Experience:

<i>2014 - Present 2011-2012</i>	<i>Consultant with North Star Education Services, Bedford, NH Consultation with Schools, Parents, State Agencies, Colleges, Universities, Private and Boarding Schools, etc., Coaching with Adolescents and Adults with varying disabilities (ADD/ADHD, learning disabilities etc.)</i>
<i>2003 – Present</i>	<i>Established as A. B. Ald, Education/Special Education Consultant Writing federal, state, etc. grants, special education systems analysis, evaluation service, workshops, presentations, professional development, administrative consultant, systems change consultant, individual consultant for students with disabilities and general education students at the elementary to postsecondary levels (including transition), etc.</i>
<i>2005 – Present</i>	<i>Contract with New Hampshire Department of Education for data analysis and to write the Title II State Report on certification and licensure Work with research agencies (WESTAT, Educational Testing Service [ETS]), collaborate with NH Department of Education consultants, gather data, analyze data, consult with colleges and universities, gather relevant information for narrative, write narrative, and complete report online.</i>

Spring 2007

Research, develop, and write guidelines on Federal Program, School-Based Medicaid and IDEA 2004 for southwestern NH consortium on Transition for Students with Disabilities.

Work with NH State Consultant on NH School-based Medicaid, consult with college professor, consult with Monadnock Center on Transition, gather all information, write report for more than audience, and design training materials.

2003 – 2005

Adjunct Faculty, Rivier College, Nashua, NH

Teach Undergraduate Course

- *Assessment for Special Needs Students*
- *Behavior Management*

2002 – 2005

Senior Associate for Triere Research, Manchester, NH

Evaluation Research for Private/Public Education and other Education Agencies

- *Collaborative Development of Statewide Rubric and Framework for Evaluation of Teacher Education Programs by NH Department of Education*

2002 – Spring 2004

Research Assistant Professor, Adjunct Faculty, Keene State College, NH

- *Coordinator for State Transition Grant through State Improvement Grant (SIG) NHDOE to develop a regional system transition system by working with high schools and special education and administrative staff.*
 - *Worked with specific secondary school teams, help develop graduate course syllabus and materials,*
- *Developed Materials for Leadership Course for college students with disabilities with an end result: for the students to conduct workshops for neighboring high schools, community members, parents, etc.*
- *Appointed by State Director of Special Education to co-direct a state grant on transition for special education students*
 - *Developed (with colleagues) statewide Transition Conference for secondary special education school teams. As Team Member, facilitated groups, developed a plan for sustainability for school teams, developed graduate course credit and/or re-certification credit, updated current research on transition, met with national leaders on transition and aided in engaging them for statewide conference*
 - *Represented Keene State College and statewide teacher education consortium on statewide transition groups*
 - *Member of Department of Labor statewide grant to work with State Improvement Grant (SIG) NHDOE on Transition for Students with Disabilities*
 - *Teacher Preparation Education Committee – member as KSC representative*
- *Teach Graduate Research Course – Research Strategies in Education*

Consultant for Rivier College, Nashua, NH

Contract work on Transition Grant–

Collaborate and develop new graduate certificate program for Transition Specialist (includes course development)

2001-2002

Graduate Assistant with Educational Leadership and Policy Studies Department

- *Assist with Grant-writing (Coordinated and obtained full funding for Fulbright Hays Grant)*
- *Search Committee Member for Two Educational Leadership Faculty Positions*
- *Presentations for Professors on Special Education Issues of Leadership*
- *Other responsibilities as assigned by Department Head*
- *Student Member of Statewide and Aging Secretary for newly formed Virginia Professors of Educational Leadership (VPEL)*

1999-2001

Assistant ADA (Americans with Disabilities Act) Coordinator and Graduate Assistant, Doctoral Student

- *Develop ADA Training Manuals and Presentation Materials (including pre and post tests and evaluations)*
- *Develop ADA Trainer-of-Trainer Manual standardizing Process and Procedures*
- *Develop and deliver pilot trainer-of-trainer model - refined training materials*
- *Presentations on ADA, Section 504, Transition, and Women with Disabilities*
- *Coordinator of Project Review Committee –*
 - *Twenty-person-plus interdisciplinary committee to review and find solutions for accessibility at Virginia Tech*
- *Search Committee Member for Administration and Supervision for Special Education Position*
- *Supervise and mentor a Masters Level Architect re-entering the workforce after experiencing a physical disability (Professional Transition Work)*
- *Worked in collaboration with many Virginia Tech departments: Personnel Services, Physical Plant, Capital Design, Office of Architecture, Academic Departments (including Near Environments, Ergonomics,) etc., to coordinate and supervise structural changes for accommodations.*
- *Collaborate with Special Services Computer Laboratory*
 - *Assistive Technology Software and Hardware*
 - *i.e., voice-activated software, Kurzweil Readers, etc.*

1998-1999

Principal for Mountain Community High School, Newport VA (An “alternative” high school)

- *Supervision of Teachers/ Staff*
- *Case Management*
- *Supervise general curricula*
- *Review and supervise individual academic contracts with students*
- *Responsible for parent contacts*
- *Consult with School Board on School Budget*
- *Teach classes – English; Writing and Modern Literature, Learning and Meta-cognitive Strategies*

1996-1999

Doctoral Assistant with Administration and Supervision of Special Education - Virginia Tech

- *Research for Professors*
- *Monitored Special Education Law and News Websites for Department*
- *Presentations to Educational Leadership classes on Special Education Law*
- *The student representative for Virginia Tech for Virginia Professors for Education Leadership*
- *Contractual Behavior Consultant for T/TAC on gifted student with severe behavioral difficulties – Roanoke, Virginia*
- *T/TAC at Virginia Tech – Workshops on Attention Deficit Hyperactivity Disorder*
- *Attended and presented at national conferences*

1997-Summer

Internship with New Hampshire Department of Education-State Director of Special Education through Virginia Tech

- *Reported directly to State Director for Special Education*
- *Investigated State Funding Formula – Problem: Where does the money go when school districts/towns/cities receive reimbursement funds for special education expenditures?*
- *Report presented to State Legislative Committees*

1995-1996

Co-Director of Graduate Program: Teachers of the Emotionally and Behaviorally Disordered at Notre Dame College, Manchester, NH

- *Admissions Supervisor*
- *Development of two new courses for EBD program*
- *Approved Completion of Coursework and Recommend Certification to New Hampshire Department of Education for students*
- *Taught Courses*
 - *Exceptional Children and Adolescents*
 - *Environmental Management and Teaching Methods*
 - *Mainstreaming of Students with Disabilities: Collaboration and Consultation*
 - *Behavior Management*
 - *Introduction to Emotional and Behavioral Disorders*
 - *Clinical Experience: Emotional and Behavior Disorders*
- *Advisement of Graduate Students*
- *Practicum Supervision/ Student Teaching*

Left for Graduate School at Virginia Tech

1995-1996

Interim Special Education Director for Winnacunnet High School, Hampton, NH (Part time basis – averaged 3 days per week)

- *Supervision of staff*
- *Designated and trained staff to assume more leadership responsibilities relative to job description – transformational leader for empowerment and training of staff*

- *Worked collaboratively with Central Office, Principal, and School Board, school lawyers*
- *Team Builder for High School Intervention Committee to change the process and procedures as well as the understanding of special education*
- *Supervised Litigation Cases*
- *Designee for difficult cases*
- *Budget Decisions responsibility*

1993-1996

Consultant with the New Hampshire Department of Education

- *Special Education Team Member and all its responsibilities*
- *Team Member for Bureau of Professional Standards and Licensure*
- *Facilitator for Department Integration and Reform Movement*
- *Facilitator for NH town in crisis by working with school board, teaching professionals and citizens to reform the delivery of education*
- *Team Member Evaluator of Teacher and Administrator Certification Programs*
- *Work directly with school districts/Local Education Agencies*
- *Monitor IDEA Grant Discretionary Funds*
- *Work with State Legislature subcommittees*
- *Initiate an informal once-a-week breakfast group for interdisciplinary Department Discussions*
- *Appointee by Governor Stephen Merrill and Department of Education to spearhead a multi-agency taskforce to investigate the dropout problem for students with disabilities (Report completed in 1993 and presented to Legislature).*
- *Work with the Northeast Regional Laboratory as NHDOE Representative on two projects: The Mentor Network and the Regional Special Education Credential for the Northeast, New York, plus others.*

1994-1996

Adjunct Faculty for Notre Dame College in Manchester, NH

- *Teach Behavior Management*
- *Teach Introduction to Emotional and Behavioral Disorders*

1990-1993

Fulltime Graduate Assistant at University of Connecticut

Educational Psychology and Education Foundations (Doctoral Work) Departments

- *Work with the UPLD (University Programs for the Learning Disabled)*
- *Research for Professors as assigned*
- *Conference: “Special Education in the 21st Century” – a statewide initiative in collaboration with the Department of Education (top 100 state stakeholders were appointed to develop the vision)*
- *Supervise fifth-year Master Student Teachers at Bulkeley High School in East Hartford, Connecticut - work with Principal and Professional Staff*

1992-1993

Adjunct Faculty at Central Connecticut University, CT

- *Teach Education Foundations Courses*
 - *Philosophy of Education*
 - *Educational Philosophy*

1991-1992

Adjunct Faculty at Eastern Connecticut University through Continuing Education

- *Spearhead and teach the Credit for Life Experience Program Course*
 - *Develop students academic/professional portfolios*

1989-1990

Fulltime Lecturer Position at Keene State College, Keene, NH

- *Teach Educational Psychology Courses, including:*
 - *Reading, Methods*
 - *Learning Theory*
 - *Advanced Assessment in Special Education*
 - *Advanced Assessment in Learning Disabilities*
 - *Supervised Practica*
 - *Student Teacher Supervision*
 - *Educational Psychology*
 - *Co-Taught Methods – as Special Education Team Member*

1988-1989

Special Education Administrator for Keene, New Hampshire

- *Supervision of Staff at five schools (Munsonville, Chesterfield, Westmoreland, Harrisville, and Marlborough)*
- *Collaborate with Special Education Referral, Evaluation and IEP Teams*
- *Coordinate and*
- *Maintain compliance with laws and litigation work*
- *Responsible for Budget with Towns*
- *Collaborate and Coordinate with Central Office*
- *Collaborate and directly work with Building Principals*

1987-1988

Graduate Assistant at Keene State College

- *Teach undergraduate courses - Learning Theory*
- *Assist and Supervise Practicum Students*
- *Supervise and collaborate with Laboratory School Teachers and Administrator*
- *Facilitate faculty discussion group on Learning Theory*

1971-1988

Teacher and Education Liaison, New Hampshire State Psychiatric Facility, Philbrook Children Center in Concord, New Hampshire

As Teacher:

- *Member of large progressive multidisciplinary Team – 20 members*
- *Preparation of reports for courts on school performance*
- *Observation and Data Collection on all students*
- *Academic Assessment – integral part of large assessment team*
- *Individualized Academic Instruction*
- *Consultation with students' home/ sending schools*
- *Responsible for reintegration of students into either new or former schools*
- *Supervision of Student Teachers*
- *Supervision of Prep School Service Learning Practica*
- *Team Member for State Re-certification Evaluation Teams*

- *Evaluator for Title III Certification Committees*
- *S.O.L.V.E. (Strategies of Limiting Violent Episodes) for NH Hospital*

As Education Liaison:

- *Work with all agencies (Welfare, Children and Youth Services, Lawyers, Courts and Judges, Youth Detention facilities, Group Homes, etc).*
- *Preparation of court reports with recommendations*
- *Co-therapist for Group Therapy for Adolescents*
- *Case Management*
- *Family Therapy Participant and Follow-up*
- *Liaison and consult with all sending schools (public, private, special schools and medical facilities)*
- *Work with State Department of Education*
- *Team Member for State Re-accreditation Special Education Evaluation Teams*
- *Evaluator for Title III Certification Committees*

Committee Work:

- *Co-chair on Statewide Transition Task Force*
- *Education Department Re-visioning Committee at Keene State College*
- *Postsecondary Representative/Liaison on New Hampshire Statewide Interagency Transition Project*
- *Special Education Team Participant on Secondary Methods Committee*
- *Lead and Coordinated large multidisciplinary Team on ADA Issues at Virginia Tech*
- *Member of Holocaust Committee at Virginia Tech*
- *Chair of state multiagency Task Force on Dropouts of Students with Disabilities (Governor-appointed)*
- *Various state and regional committees as Consultant with New Hampshire Department of Education*

Professional Education Affiliations:

Council for Exceptional Children

CCBD, CASE, DISES, Division for Research, DLD, TED

ASCD

AERA

Presentations:

- *Presentations to school districts and agencies on Transition (collaboration with others and alone)*
- *Leadership Training and Facilitator for Panel Presentation by Students with Disabilities at Keene State College*
- *Various presentations in New Hampshire and Massachusetts on IDEA, Transition, (ADD and Section 504)*
- *Various local and state presentations in Virginia on ADA, IDEA, Section 504, ADD/ADHD, etc.*
- *“Women and Disabilities – ADHD/ADD and Women” Virginia Tech, 2000*
- *Council for Exceptional Children 1999: “Does the “Definition of Emotional Disturbance Embody: What is Needed Now?”*
- *Southern Regional Consortia of Education Association: 1999*
- *Southern Regional Council on Educational Administration 1998*
“Responses of Preparation Programs in Virginia to the Adoption of the ISLLC Standards for State Program Licensure”

- *National Conference of Council for Learning Disabilities: 1992*
- *National Conference of Council for Learning Disabilities: 1991*
- *National Conference of Council for Learning Disabilities: 1990*

Full list of presentations furnished by request

Presentations Accepted:

- *American Education Research Association International Conference 1998*
- *Southern Regional Council on Educational Administration 1998*

Materials Developed:

*Two modules for PEP Program – New Hampshire Special Education Alternative Certification Program
Course Modules for Special Education – Students with Emotional and Behavioral Disorders*

Student modules for Self-Determination, Study Skills, etc., for Alternative School in Virginia

Transition Training Materials for NH Transition Project at Keene State College

*ADA Manuals for Virginia Polytechnic Institute and State University
Trainer-of-Trainers Manual
Employer Manual
Employee Manual*

Design information document and materials on NH School-based Medicaid and IDEA 2004/6 for educators and parents.

Computer Technology Knowledge and Usage:

*Taught AppleWorks in 1988 in College Library
Proficient with PC, extensive use with Mac platform
Adobe Acrobat software
Microsoft Office XP (Entire Suite) – Proficient in:
PowerPoint – used for professional presentations, class lectures and notes, handouts, manuals
Publisher – flyers, brochures, other materials
Proficient in Microsoft Word
Blackboard (Conducting portions of class online)
Experience with SPSS (older version) and Excel software*

Certifications:

*Special Education for Students with Emotional Disturbance and Behavior Disorders
Special Education for Students with Learning Disabilities
Director of Special Education (newer certification in New Hampshire)*

References Furnished upon Request

AUDREY ALD
897 FARRINGTON CORNER RD
CONTOOCOOK, NH 03229

Policy Number.

Underwritten by:
Progressive Universal Insurance Co
June 1, 2014
Policy Period: Jul 25, 2014 - Jan 25, 2015
Page 1 of 2

progressive.com

Online Service

Make payments, check billing activity, update policy information or check status of a claim.

1-800-776-4737

For customer service and claims service,
24 hours a day, 7 days a week.

Auto Insurance Coverage Summary

This is your Renewal Declarations Page

The coverages, limits and policy period shown apply only if you pay for this policy to renew.

Your coverage begins on July 25, 2014 at 12:01 a.m. This policy expires on January 25, 2015 at 12:01 a.m.

Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy contract is form 9610D NH (05/06). The contract is modified by form Z357 (01/07).

Drivers and household residents

	Date of Birth	Gender	Marital Status
Audrey Ald		Female	Single
Additional Information:	Named insured, rated		

Outline of coverage

2003 HYUNDAI SONATA

Garaging ZIP Code : 03229 Territory: 12

Primary use of the vehicle: Commute

	Limits	Deductible	Premium
Liability To Others			\$233
Bodily Injury Liability	\$ 100,000 each person/\$ 300,000 each accident		
Property Damage Liability	\$ 100,000 each accident		
Uninsured/Underinsured Motorist	\$ 100,000 each person/\$ 300,000 each accident		21
Medical Payments	\$ 10,000 each person		51
Comprehensive	Actual Cash Value	\$ 500	12
Collision	Actual Cash Value	\$ 250	86
Rental Reimbursement	up to \$30 each day/maximum 30 days		20
Roadside Assistance			6
Total 6 month policy premium			\$429.00

Premium discounts

Policy	
	Electronic Funds Transfer (EFT), Online Quote, Continuous Insurance, Platinum, Paperless, Three-Year Safe Driving and Five-Year Accident Free