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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
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October 2014

*Retroactive*

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

REQUESTED ACTION

Authorize the New Hampshire Department of Education, Division of Educational Improvement to retroactively enter into a contract, with Community College System of New Hampshire (CCSNH), Concord, NH (Vendor Code #177902), in the amount of \$119,000.00 to increase the knowledge of community college opportunities and awareness of mathematics pre-requisites and graduation requirements, increase the financial literacy of students and their postsecondary aspirations, enrollment and persistence, improve the knowledge of the guidance and admissions staff in understanding mathematics requirements, and increase the mathematics preparedness of at-risk students through its Mathematics Learning Communities, effective upon Governor and Council approval for the period of July 1, 2014 through June 30, 2015. 100% Federal Funds.

Funding is available in account titled, Math and Science Partnership, as follows with the authority to adjust encumbrances in each of the State fiscal years through the Budget Office if needed and justified:

	<u>FY 2015</u>
06-056-056-566510-3279-102-5500731	
Contracts for Program Services	\$119,000.00

EXPLANATION

This **retroactive** request reflects the fact that the scheduled posting of the Request for Proposals was delayed for two months due to significant modifications. Consequently,

the review and award processes were hindered due to fiscal year-end activities and other complications.

CCSNH, through its Mathematics Learning Communities (MLC), will increase the knowledge of community college opportunities and awareness of mathematics prerequisites and graduation requirements; increase financial literacy of students by incorporating real world problems in Senior Math and Topics in Applied College Math (TAC.Math), including analysis of impact of eliminating remedial course taking; reduce the cost of postsecondary education by increasing the number of dual credit offerings of TAC.Math through Project Running Start and by providing tuition waivers for TAC.Math college credit; increase postsecondary aspirations, enrollment, persistence and success of students at risk of remedial math placement or not attending postsecondary education; improve guidance and admissions staff knowledge and understanding of mathematics requirements and readiness for community college mathematics; and, increase mathematics preparedness of at risk students while in high school by convening high school and college faculty to examine the relevance and alignment of Common Core Standards for Mathematics and MLC curricula and meeting with high school principals, math departments, and guidance staff to promote MLC.

In January of 2002, the No Child Left Behind Act of 2001 became law. Title II, Part B of this legislation authorizes a Mathematics and Science Partnership competitive grant program. The intent of this program is to encourage institutions of higher education, local school districts, elementary schools, and secondary schools to participate in professional development activities that increase the subject matter knowledge and teaching skills of mathematics and science teachers. Professional development activities must be sustained, intensive, classroom focused, and aligned with state and local standards and mathematics and science curricula. These activities must result in a demonstrable and measurable improvement in student academic achievement in mathematics and science.

Core partners in these grants must include mathematics, science or engineering departments from institutions of higher education, including community colleges. Partnerships of higher education, K-12 districts, and other stakeholders will draw upon the strong content expertise of the science, mathematics and engineering faculty from institutions of higher education to develop professional development activities that will effect improvements in student outcomes by providing K-12 teachers with strong mathematics and/or science content knowledge.

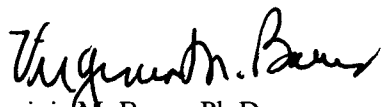
The New Hampshire State Department of Education (the Department) is responsible for the administration of this program. Funds available for the Mathematics and Science Partnership competitive grant program are awarded by the Department to support successful proposals submitted by partnerships involving departments of mathematics, science, or engineering at New Hampshire institutions of higher education and high-need

school districts; the partnership may be supplemented by nonprofit organizations that will provide programs and resources to improve mathematics and science instruction.

A Request for Proposals was developed and posted on the Department website on May 5, 2014 with a deadline of May 29, 2014. Eight proposals were received. They were reviewed and rated, using the attached scoring rubric, by an evaluation team consisting of the Deputy Commissioner of Education, two Education Consultants from the Bureau of Integrated Programs and one Education Consultant from the Bureau of Accountability and Assessment. The Evaluation Team recommended this project as well as five (5) additional projects. Based on the amount of funding that each proposal requested as well as the amount of available MSP funds, the Department selected a total of six (6) projects for MSP funding. Two (2) of the eight (8) submitted proposals were not selected for funding at this time.

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

Respectfully submitted by,



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

**2014-15 MATH AND SCIENCE PARTNERSHIP GRANT PROPOSAL SCORING RUBRIC**

Project Lead Partners	Project Title	Partnership Commitment and Capacity (12)	Demo of Need and Research Base (9)	Alignment of Goals and Objectives (19)	Efficacy of Plan (32)	Evaluation and Accountability Plan (20)	Budget and Cost Effectiveness (9)	Priority Scoring Points (9)	Total (109)	Percentage
Plymouth State University - UNH Coop Ext Milton SD - NH Project Learning Tree	Building Vertical Science Literacy 3 (BVSL3)	7.50	8.50	12.00	20.75	10.75	6.25	3.75	69.50	64%
Keene State College - UNH Coop Ext Hopkinton SD - NHEDGIS	Geospatial Program in Science and Math (GeoPhISM)	9.25	7.25	12.50	25.25	13.75	7.75	5.00	80.75	74%
River Valley Community College Lebanon SD - Intel Math@ NCES	Intel Math@ Training Program 2	4.33	2.00	4.67	8.00	4.67	5.33	2.33	31.33	29%
Community College System of NH Pembroke SD	Mathematics Learning Communities (MLC2)	7.33	3.67	9.67	14.33	7.67	6.67	1.00	50.34	46%
Southern NH University Concord SD - VT Math Institute	NH Ongoing Assessment in Mathematics	10.25	8.50	14.00	24.75	19.00	7.75	7.00	91.25	84%
Stanford University Sanborn Regional SD - Ctr for Collab Ed	Qualitative Performance Assessment Network (QPA)	6.67	4.67	8.67	9.50	11.33	4.33	3.33	48.50	45%
Plymouth State Univ - Lebanon College Dover SD - SABENS Group	STEM Literacy Community of Practice 2	5.50	5.50	7.50	12.00	11.50	4.50	1.50	48.00	44%
Plymouth State Univ - NCourty Ed Services Contra-Randolph-Sheburne Coop SD	Transforming STEM Instruction in North Country Classrooms	8.67	6.33	12.33	23.33	15.33	5.67	6.67	78.33	72%
Projects Funded	Scored > 50%									
All Rubric Calculations include Deputy Commissioner Leather's Scores										

## Memorandum of Agreement

Between

New Hampshire Department of Education

And

Community College System of New Hampshire

This is a Memorandum of Agreement between NH Department of Education (DOE) and the Community College System of NH (CCSNH) defining the general arrangements for the implementation of the Mathematics Learning Communities Project (2) via the Mathematics and Science Partnership Program. The total cost for all services provided under this contract agreement shall not exceed \$119,000.00.

Grant Period: July 1, 2014 through June 30, 2015

**In accordance with the Mathematics and Science Partnership Program and the Mathematics Learning Communities Project, the Community College System of NH (CCSNH) will:**

1. Increase knowledge of community college opportunities and awareness of mathematics pre-requisites and graduation requirements.
2. Increase financial literacy of students.
3. Reduce cost of postsecondary education.
4. Increase postsecondary aspirations, enrollment, persistence and success of students at risk of remedial math placement or not attending postsecondary education.
5. Improve guidance and admissions staff knowledge and understanding of mathematics requirements and readiness for community college mathematics.
6. Increase mathematics preparedness of at risk students while in high school.
7. Continue to advance the professional development opportunities for increasing teacher content knowledge of the math faculty who are teaching both of the Two-Tier Strategy courses.
8. Submit monthly progress reports to the Grant Administrator describing activities during the period and to-date as well as federal monies. Monthly progress reports shall detail activity

during the reporting period and to-date. Activity reported shall include, as appropriate: a calendar of workshops/training sessions held and scheduled for the future, number and demographics of attendees, e.g., guidance counselors, middle or high school students, parents, financial aid professionals, nature of training, one-on-one counseling by type of counseling and number of individuals served, current aspirations of students served and, when available, actual participation of students served in postsecondary education as indicated in the projected measurable outcomes. This data shall be retained in hardcopy and data shall be entered into a database for evaluative use at the mid-point and end of the project. A template will be forwarded for use by the project director, and the reports shall be sent to the MSP State Coordinator.

9. Submit monthly financial reports to the Grant Administrator, including a summary of federal monies expended during the reporting period and to-date. Back-up for all expenditures should be included with the report. Invoices must include copies of bills.
10. Utilize Microsoft Office 2003 for Windows or its Macintosh equivalent, as needed for problem-free transfer, copying, and editing of files between the grantee, the Department, and other project partners when creating or adapting project documents and communications. In addition, the grantee must be capable of producing electronic files in PDF and HTML format as needed and appropriate for posting to the project web site. The grantee must possess hardware equipment that can support and store large data files and programs as may be necessary to carry out the project.
11. Obtain the written permission of the Grant Administrator, the State Coordinator for the Mathematics and Science Partnership, prior to making any public announcements or news releases pertaining to the award of a contract.
12. Not hold the State responsible for any work performed by the grantee prior to the effective date of a contract approved by Governor and Council.
13. Understand that all obligations of the State, including the continuance of payments under an approved contract shall be contingent upon the availability and continued appropriation of federal funds and in no event shall the State be liable for any payments in excess of such available appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and

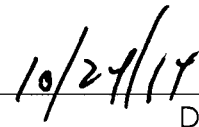
shall have the right to terminate or amend the contract immediately upon giving the grantee notice of such termination or amendment.

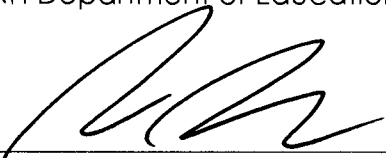
14. Work under the broad supervision of the Grant Administrator for this project, the State Coordinator for the Mathematics and Science Partnership, when delivering services under an approved contract.
15. Request from the Department any technical assistance needed, respond when technical assistance is offered, attend meetings of the grantees when convened and receive site visits when scheduled.
16. Meet all reporting deadlines since failure to do so can result in the termination of the grant to the grantee.
17. Ensure that all invoicing and program reports are submitted to and received by the Department for each month of the Agreement.
18. Host an intensive summer session to allow teachers to increase their teacher content knowledge in mathematics by experiencing first-hand the curriculum of the Two-Tier Strategy courses.
19. Maintain ongoing communication with teachers through electronic communication, school visits and other activities.
20. Coordinate all activities, including PLT meetings, with the thirty-two-plus high school partners and the seven-plus community college partners.
21. Meet with Department staff as needed/requested.
22. Inform Grant Administrator of all scheduled project activities in advance, via email, in order to facilitate the Department's attendance at activities as often as required/necessary.
23. Attend the US ED Regional Mathematics and Science Partnership Conference each year as long as the project is funded.
24. Complete the US ED Annual Performance Reporting form online at annual intervals and at the completion of the project.
25. Provide copies of all project materials to the Department.

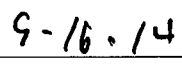
**BUDGET**

<b>Mathematics Learning Communities (CCSNH)</b>	<b>\$119,000</b>
Salaries:	\$15,500.00
Benefits:	\$2,900.00
Travel:	\$18,650.00
Materials & Supplies:	\$2,406.00
Consultants and Contracts:	\$43,040.00
Teacher Stipends:	\$13,800.00
Other:	\$15,000.00
Indirect costs:	\$7,704.00

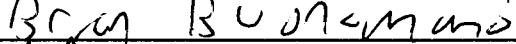
  
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Virginia Barry, Commissioner  
NH Department of Education

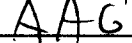
  
\_\_\_\_\_  
Date

  
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Dr. Ross Gittell, Chancellor  
Community College System of New Hampshire

  
\_\_\_\_\_  
Date

**By an authorized official of:** the New Hampshire Office of the Attorney General

Name:   
\_\_\_\_\_

Title:   
\_\_\_\_\_

Signature/Date:    
\_\_\_\_\_

**By an authorized official of:** the Governor & the Executive Council

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature/Date: \_\_\_\_\_



# *State of New Hampshire*

Office of Secretary of State

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that THE COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE was established, and made a body corporate and politic under the laws of 2011, Chapter 35.



*In Testimony Whereof*, I hereto set my hand at Concord, this 2<sup>nd</sup> day of September, 2014

A handwritten signature in black ink, appearing to read "Wm. Gardner", written over a horizontal line.

*William M. Gardner*  
*Secretary of State*