

80 9B



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 26, 2016

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

REQUESTED ACTION

Authorize the Department of Education to exercise a renewal option with the New England Center for School Evaluation & Improvement, LLC (vendor code 267142), by increasing the price limitation in the amount of \$180,000.00 from \$68,000.00 to \$248,000.00, for the period effective July 1, 2016 through June 30, 2017, to provide technical assistance to the Bureau of Accountability and Assessment in the area of school approval. This contract was originally approved by Governor and Council on August 26, 2015 (Item #69). 100% Federal Funds.

Funding is available in the account titled State Assessment-Federal as follows:

	<u>FY 17</u>
06-56-56-562110-49930000-102-500731 Contracts for Program Services	\$180,000.00

EXPLANATION

RSA 193-E:3 (b) states "Beginning September 1, 2012, the department shall annually conduct site visits at 10 percent of schools statewide to assess the validity of the input-based school accountability system and to determine whether those schools demonstrate the opportunity for an adequate education by meeting the school standards identified in this paragraph. The increase in the price limitation is due to a substantial increase in the number of school site visits that will be conducted (67) and reporting for FY 17, which is required by RSA 193-E:3 (b) Accountability for the Opportunity for an Adequate Education. To the extent feasible, the commissioner shall conduct these site visits together with other site visits conducted by the department for other purposes and programs. The commissioner may require more frequent site visits at schools which have been unable to demonstrate that they provide the opportunity for an adequate education. To the extent that the department conducts school site visits for other state and/or federal programs after the commencement of the 2009-2010 school year, but prior to September 1, 2012, the department shall, to the maximum extent practicable, endeavor to

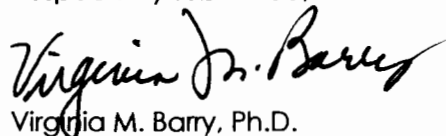
Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
May 26, 2016  
Page 2

audit the input-based school accountability self-reporting completed by the visited school.”

Last year, the New England Center for School Evaluation and Improvement, LLC began providing technical assistance and support to the department in the area of school approval. This included facilitating internal and external meetings, providing technical assistance to schools and districts, conducting on-site school visits, and preparing reports as requested and as required by NH State Law. The organization has done an outstanding job in all areas. We respectfully request that we be able to continue this relationship as we continue strengthening our school approval process.

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

Respectfully submitted,

A handwritten signature in black ink that reads "Virginia M. Barry". The signature is written in a cursive, flowing style.

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

VMB:emr

**AMENDMENT TO  
PROFESSIONAL SERVICES CONTRACT**

Now come the New Hampshire Department of Education, Bureau of Accountability and Assessment, hereinafter "the Agency," and New England Center for School Evaluation and Improvement, LLC, Hancock, NH, hereinafter "the Contractor", and, pursuant to an agreement between the parties that was originally approved by Governor and Council on August 26, 2015 (Item #69) hereby agree to modify same as follows:

1. Amend Section 1.7 by extending the Completion Date to June 30, 2017
2. Amend Section 1.8 by increasing the Price Limitation from \$68,000 to \$248,000.00. The new Price Limitation represents the aggregate of all previous contracts as approved by G&C; August 26, 2015 (Item #69) - \$68,000 and this requested amount of \$180,000.
3. Replace Exhibit A (Scope of Services) with Exhibit A-1 (Scope of Services) to include additional school site visits (67) and additional reporting requirements
4. Replace Exhibit B (Budget) with Exhibit B-1 (Budget)
5. Replace Exhibit C with Exhibit C-1
6. All other provisions of the contract shall remain in effect.
7. This modification shall be effective on the date of Governor and Council approval.

This modification of an existing agreement is hereby incorporated by reference to the existing agreement by the parties and must be attached to the said agreement.

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

THE STATE OF NEW HAMPSHIRE  
Department of Education

By: Virginia M. Barry  
Virginia M. Barry, Commissioner of Education

New England Center for School Evaluation and Improvement,  
LLC

By: Jerome Frew  
Jerome Frew, Member

STATE OF New Hampshire

County of Merrimack

On this the 26th day of May, 2016 before me, Patricia Edes, the undersigned officer, personally appeared Jerome Frew who acknowledged himself to be a Member of New England Center for School Evaluation and Improvement LLC a Limited Liability Company, and that he, as such Member, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Limited Liability Company by himself as Member.

In WITNESS WHEREOF I hereto set my hand and official seal.

Patricia M. Edes  
Notary Public/Justice of the Peace



Approved as to form, substance and execution by the Attorney General this 27 day of May, 2016.

By: *[Signature]*  
Office of Attorney General

Approved by the Governor and Council this \_\_\_\_\_ day of \_\_\_\_\_, 2016

By: \_\_\_\_\_

## EXHIBIT A-1

### SCOPE OF SERVICES

New England Center for School Evaluation and Improvement, LLC will provide the following services to the New Hampshire Department of Education for the period effective July 1, 2016 through June 30, 2017:

#### **NH's Input-Based Accountability System (IBAS) and Performance-Based Accountability System (PBAS)**

Collection and analysis of Adequacy data from both IBAS and PBAS

Ensure that the IBAS and reports are complete and accurate, and notify and assist schools and districts regarding areas of deficiency

Develop a system to incorporate the IBAS and school approval process in order to create one comprehensive system of review and reporting

Work with schools/districts to verify the accuracy of submitted reports

Produce IBAS and PBAS reports as required

Develop a new reporting process for PBAS that is more interactive and shows the relationship between targets and actual scores

Develop a system and reporting mechanism for schools that, due to their grade configuration, do not have sufficient data to calculate and PBAS score under the current rules (i.e. K-2, K-3)

Convene meetings of stakeholders as required to review the reporting mechanisms and requirements in an effort to continually improve the overall system

Other tasks that are determined to be needed as a result of new requirements and/or approved requests from the field

This work will require **forty (40) professional days**.

#### **Adequacy and School Approval**

Provide technical assistance to schools and school districts regarding the requirements of adequacy and the school approval process

Complete the new system for school review and on-site visits

Complete a comprehensive reporting system for on-site reviews

Revise the adequacy standards and language in the IBAS to reflect the new Minimum Standards for Public School Approval

Finalize the system for on-site review and reporting

Develop a support system for schools that are having difficulty meeting the approval requirements

Create a database of "successful practices" for use throughout the state

Develop a database of programs and assessments currently being used in schools throughout the state, and correlate the information with assessment results

Complete the new system for school review and on-site visits

Convene a focus group made up of representatives of the schools that participated in the "model reviews" to illicit reaction, suggestions and comments regarding the visits that were conducted in the spring

Other tasks that are determined to be needed as a result of new requirements and/or approved requests from the field

Conduct school site visits to meet the requirements of RSA 193-E, (67)

Work with the NHDOE and New Hampshire Association of School Administrators to identify qualified educators to participate in site visits

Develop and train a cadre of qualified educators to assist in the site visits

This work will require **one hundred forty\* (140) professional days.**

\*Includes 20 days per year allocated to management support for Adequacy Reporting and School Approval, which is incorporated into the 140 days. Also reflects a total of 20 days per year allocated to Charter School activities and support which is also incorporated into the 140 days.

**EXHIBIT B-1  
BUDGET**

<b>Priority Areas</b>	<b>Professional Days*</b>	<b>Cost</b>
NH's Input-Based Accountability System (IBAS) and Performance-Based Accountability System (PBAS)	40	\$40,000.00
Adequacy and School Approval/Management Support	140	\$140,000.00
<b>Total</b>	<b>180</b>	<b>\$180,000.00</b>

**Limitation on Price:** Upon mutual agreement between the state contracting officer and the contractor, line items in this budget may be adjusted one to another, but in no case shall the total budget exceed the price limitation of \$180,000.00.

**Funding Source:** Funding for this contract is 100% Federal Funds from the account titled State Assessment-Federal as follows:

**FY 17**

06-56-56-562110-49930000-102-500731

\$180,000.00

**Method of Payment:** Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the contract, along with a detailed listing of expenses incurred. A Final Report detailing the accomplishments and challenges of the project shall be submitted within 30 days of the contract completion. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to:

Scott J. Mantie, Ph.D.  
Division Director  
NH Department of Education  
101 Pleasant Street  
Concord, NH 03301

---

\* Daily rate is as follows: Jerome Frew & Keith Burke = \$1,000/day which includes the following additional budget items: In-State Travel - \$5,500.00; Conference Expenses - \$3,800.00; Clerical Support - \$6,500.00; General Office Expenses - \$9,527.00

*Contract between New England Center for School Evaluation and Improvement, LLC and the New Hampshire Department of Education*

**EXHIBIT C-1**

There are no special provisions.



**CERTIFICATE OF AUTHORITY**

I, Keith Burke, as a Member of my Business, New England Center for School Evaluation and Improvement, LLC certify that Jerome Frew is authorized to enter into a contract with the State of New Hampshire, Department of Education, on behalf of New England Center for School Evaluation and Improvement, LLC.

IN WITNESS WHEREOF, I have hereunto set my hand as a Member of the Business this 26 day of

May, 2016.

*Keith Burke*  
Member

STATE OF New Hampshire  
COUNTY OF Merrimack

On this the 26th day of May, 2016, before me, Patricia Edes the undersigned Officer, personally appeared Keith Burke, who acknowledged himself to be a Member of New England Center for School Evaluation and Improvement, LLC, a Business, and that he, as such Member being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the Business by himself as Member.

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

*Patricia M. Edes*  
Notary Public/Justice of the Peace

My Commission expires:

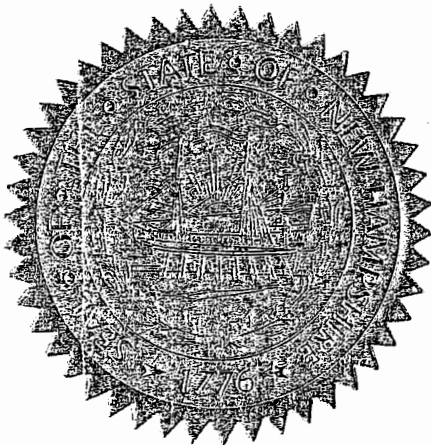


# State of New Hampshire

## Department of State

### CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that New England Center For School Evaluation And Improvement, LLC is a New Hampshire limited liability company formed on May 5, 2015. I further certify that it is in good standing as far as this office is concerned, having filed the annual report(s) and 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 15<sup>th</sup> day of April, A.D. 2016

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

William M. Gardner  
Secretary of State



# CERTIFICATE OF LIABILITY INSURANCE

JJW  
R022DATE (MM/DD/YYYY)  
7/10/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> NUTMEG INSURANCE AGENCY INC/PHS 025657 P: (866) 467-8730 F: (888) 443-6112 PO BOX 29611 CHARLOTTE NC 28229	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (866) 467-8730	FAX (A/C, No): (888) 443-6112
	<b>E-MAIL ADDRESS:</b>	
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC#</b>
<b>INSURER A</b> Sentinel Ins Co LTD	11000	
<b>INSURED</b> THE NEW ENGLAND CENTER FOR SCHOOL EVALUATION AND IMPROVE 253 FOREST RD HANCOCK NH 03449		
<b>INSURER B</b>		
<b>INSURER C</b>		
<b>INSURER D</b>		
<b>INSURER E</b>		
<b>INSURER F</b>		

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR LTD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liab				08/17/2015	08/17/2016	EACH OCCURRENCE	\$2,000,000
				DAMAGE TO RENTED PREMISES (Ea occurrence)			\$1,000,000	
				MED EXP (Any one person)			\$10,000	
				PERSONAL & ADV INJURY			\$2,000,000	
				GENERAL AGGREGATE			\$4,000,000	
				PRODUCTS - COMP/OP AGG			\$4,000,000	
				OTHER:			\$	
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$	
						BODILY INJURY (Per person)	\$	
						BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
							\$	
	<b>UMBRELLA LIAB</b> OCCUR <b>EXCESS LIAB</b> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE EA EMPLOYEE	\$
							E.L. DISEASE POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Those usual to the Insured's Operations.

<b>CERTIFICATE HOLDER</b> State of New Hampshire Department of Ed 101 PLEASANT ST CONCORD, NH 03301	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Tar Tailor</i>
--	---

# Policy Declarations

A summary of your auto insurance coverage

Thank you for renewing with us.

Your declarations are effective as of 05/22/2016.



## INSURANCE INFORMATION

**Named Insured:** Jerome Frew  
**Policy Number:**  
**Policy Period:** 05/22/2016-05/22/2017 12:01 AM  
 standard time at the address of the  
 Named Insured as stated below.  
**Mailing Address:**  
**Affinity Affiliation:** UNH Alumni Association

## Vehicles Covered by Your Policy

VEH	YEAR	MAKE	MODEL	VEHICLE ID NUMBER
1	2009	VOLVO	S40	
2	2007	JEEP	GRAND CHER	

## Coverage Details

Your total annual policy premium for all covered vehicles is shown below. A premium is shown for each type of coverage you have purchased for each vehicle. Where no premium is shown, you have not purchased the indicated coverage for that vehicle.

## Coverage Information

<b>Total Annual Policy Premium:</b>	<b>\$ 1,839.00</b>
All eligible discounts and benefits have been applied. Includes state sales tax and local surcharge where applicable.	
<b>Total Policy Premium Includes</b>	
<b>Safe Driver Incentive Plan Credit Of:</b>	<b>\$444.00</b>

COVERAGE	LIMITS	PREMIUM PER VEHICLE	
		VEH 1	VEH 2
<b>A. Liability</b>		<b>\$310</b>	<b>\$287</b>
Bodily Injury	\$ 100,000 Each Person	Yes	Yes
	\$ 300,000 Each Accident		
Property Damage	\$ 50,000 Each Accident		
<b>B. Medical Payments</b>			
	\$ 5,000 Each Person	\$32	\$30
<b>C. Uninsured Motorists</b>			
Uninsured Motorists	\$ 100,000 Each Person	\$62	\$62
Bodily Injury	\$ 300,000 Each Accident		



## ACTION REQUIRED:

Please review and keep for your records.



## QUESTIONS ABOUT YOUR POLICY?

**By Phone**  
 1-603-225-3524  
 1-800-279-5334

**Liberty Mutual Office**  
 22 Bridge St Unit 7  
 Concord NH 03301

Visit us online  
[LibertyMutual.com](http://LibertyMutual.com)



## GO PAPERLESS

Manage your policy 24/7 on eService  
[LibertyMutual.com/register](http://LibertyMutual.com/register)

## To report a claim

**By Phone**  
 1-800-2CLAIMS  
 (1-800-225-2467)

**Online**  
[LibertyMutual.com/claims](http://LibertyMutual.com/claims)

**THIS IS NOT YOUR AUTO INSURANCE BILL. YOU WILL BE BILLED SEPARATELY.**

**Coverage Information (continued)**

COVERAGE	LIMITS	PREMIUM PER VEHICLE	
		VEH 1	VEH 2
<b>D. Coverage for Damage to Your Auto</b>			
Collision		\$497	\$281
Actual Cash Value Less Deductible Shown			
Veh 1 \$500	Veh 2 \$500		
Other Than Collision		\$110	\$50
Actual Cash Value Less Deductible Shown			
Veh 1 \$200/Glass*	Veh 2 \$200/Glass*		
*No Deductible Applies to Glass Coverage Losses			
<b>OPTIONAL COVERAGE</b>			
Transportation Expenses	\$45 Per Day \$1,350 Per Accident	\$59	\$59
<b>Annual Premium Per Vehicle:</b>		<b>\$1,070</b>	<b>\$769</b>



Policy Number:

Declarations effective:  
05/22/2016

**Total Annual Policy Premium:** **\$1,839.00**  
 All eligible discounts and benefits have been applied. Includes state sales tax and local surcharge where applicable.  
**Total Policy Premium Includes**  
**Safe Driver Incentive Plan Credit Of: \$444.00**

**Discounts and Benefits**

Your discounts and benefits have been applied to your Total Annual Policy Premium.

**VEHICLE DISCOUNTS**

	VEH 1	VEH 2
Anti-Lock Braking System	Yes	Yes
Passive Restraint (Motorized Seat Belts and/or Air Bags)	Yes	Yes
Anti-Theft Device(s)	Yes	Yes

**POLICY DISCOUNTS**

- Group Savings Plus®
- Multi-Car
- Preferred Auto Rating Plan (Preferred Driver)
- Safe Driver

### Driver Information

DRIVER NAME	LICENSE NUMBER	STATE	DATE OF BIRTH
1. Jerome Frew		NH	
2.		NH	
3.		NH	

To ensure proper coverage, please contact us to add drivers not listed above.



Policy Number

Declarations effective:  
05/22/2016

### Safe Driver Incentive Plan

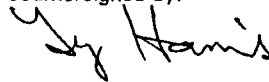
Points Free: 10 Years

### Endorsements - Changes to Your Policy


Amendment of Policy Provisions - New Hampshire AS2309 02 15  
 Automobile Amendatory Endorsement AS2260 09 06  
 Uninsured Motorists Coverage - New Hampshire PP 04 45 02 15  
 Amendment of Policy Definitions AS2344 04 08  
 Optional Transportation Expenses Coverage AS2207 02 05  
 Coverage For Damage To Your Auto Exclusion Endorsement PP 13 01 12 99  
 Full Safety Glass Coverage AS2227 08 05  
 Automatic Termination Endorsement AS1046 12 89  
 Mutual Holding Company 2340e

LibertyGuard Auto Policy Declarations provided and underwritten by  
 Liberty Mutual Fire Insurance Company, Boston, MA.

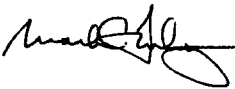
This policy, including endorsements listed above,  
 is countersigned by:



Authorized Representative



President



Secretary

# JEROME E. FREW

~~jerome@kearsarge.org~~ or [jfrew@kearsarge.org](mailto:jfrew@kearsarge.org)

## OBJECTIVE

---

To secure a position that utilizes my career experiences, professional networking capacity, management skills, interpersonal skills, and creates an opportunity to impact teaching and learning.

## PROFILE

---

Successful record of: Program and strategic planning; program evaluation; developing action plans, training manuals, handbooks; coordinating conferences and events; budget development and management; public relations and communications; policy development; organizational record keeping; student and staff recognition; personnel management; curriculum development; professional staff development.

## PROFESSIONAL EXPERIENCE

---

- |           |  |
|-----------|--|
| 2008-2015 | Kearsarge Regional School District, New London, NH<br>Superintendent of Schools                                |
| 2003-2008 | Exeter Regional Cooperative School District, Exeter, NH<br>Assistant Superintendent of Curriculum & Assessment |
| 2002-2003 | School Administrative Unit 19, Goffstown, N.H.<br>Principal/ Mountain View M.S./Assistant Superintendent Elect |
| 1999-2002 | Exeter Regional Cooperative School District, Exeter, NH<br>Principal/ Cooperative Middle School                |
| 1987-1999 | Concord School District, Concord, NH<br>Assistant Principal, Rundlett Middle School                            |
| 1983-1987 | Londonderry School District, Londonderry, NH<br>Assistant Principal/Teacher, Londonderry High School           |
| 1982-1983 | Henco Inc, Selmer, TN/Concord, NH<br>Fundraising sales, service and territory development.                     |
| 1975-1982 | Hudson School District, Hudson, NH<br>Social Studies Teacher/Director of Athletics, Alvirne High School        |

## EDUCATION

---

1986	University of New Hampshire <i>MEd - Supervision and Administration</i>	Durham, New Hampshire
1975	Plymouth State College <i>BS - Social Sciences</i>	Plymouth, New Hampshire

State Certifications: All current-Expiration date; June 2017  
*Social Science Education, New Hampshire, Grades 9-12*  
*Principal, New Hampshire, Grades K-12*  
*Superintendent of Schools, New Hampshire*

## PROFESSIONAL LEADERSHIP

---

- New Hampshire School Administrators Association - Executive Board – 2003-present  
2009-Present –American Association of School Administrators -Governing Board  
2008-2009 – President- NHSAA  
2007-2008 - President Elect  
2005-2008 - Chair, SE Region Curriculum, Instruction & Assessment Committee
- New Hampshire Interscholastic Athletic Association Tournament Director 1988- 2010  
2002-2010 Ice Hockey  
1997-2001 Field Hockey and Lacrosse  
1991-2009 Soccer  
1988-2009 Baseball
- New England Association of Schools and Colleges Steering and Visiting Committees  
1985-2007 - Assistant Chair various site visits
- New Hampshire Association of School Principals Executive Board -1988-2003  
2002-2003 - NASSP Coordinators Advisory Council to the Executive Director  
1997-2003 - State Secondary Coordinator to NASSP  
1991-1997 - Region IV Secondary Representative  
1990-1991 - President  
1989-1990 - President-Elect  
1988-1989 - Assistant Principals Representative
- Various presentations and task force service including; Teacher/Leader Effectiveness Models; Effective Superintendent/School Board Relations; Commissioner’s Task Force on Accountability; New England Secondary School Consortium



## AWARDS

---

- New Hampshire School Administrators Association  
Superintendent of the Year, 2014-2015
- New Hampshire Interscholastic Athletic Association,  
James Desmarais Outstanding Service Award, 2008
- Distinguished Service Award, NH Association of School Principals, 2003
- Yearbook Dedication, Alvirne High School, Class of 1980
- Teacher of the Year, Hudson School District, 1979

## CIVIC INVOLVEMENT

---

- Parent Advisory Board, Johnson and Wales University, RI (2006-2008)
- Co-Chair, Mayor's Task Force on Underage Access to Alcohol,  
City of Concord NH (2000-2001)
- President, Friends of Concord High School Hockey (1996-1998; 2000-2002)
- Board of Directors, New Hampshire Kids Voting - USA (1997-1999)
- Board of Directors, Concord New Hampshire Boys & Girls Club (1993-1997)

## REFERENCES

---

Dr. Arthur L. Hanson  
Superintendent of Schools (Retired), SAU #16, Exeter, NH  
603-235-6697

Dr. Christine Rath  
Superintendent of Schools, SAU #8, Concord, NH  
603-225-0811

Dr. Mark Joyce  
Executive Director, NH Administrators Association, Concord, NH  
603-225-3230

Janet Allison  
Director of the Commission, New England Association of Schools and Colleges,  
781-425-7718

Lyn Ward Healy  
Former Associate Executive Director, New England League of Middle School  
603-320-5896

4269



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

July 30, 2015

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

REQUESTED ACTION

1. Authorize the Department of Education, Division of Educational Improvement to enter into a contract with New England Center for School Evaluation and Improvement, LLC, Hancock, NH (vendor code 267142), in an amount not to exceed \$68,000.00, effective upon Governor and Council approval through June 30, 2016, to provide technical assistance to the Bureau of Accountability and Assessment in the area of school approval. **100% Federal Funds**

Funds to support this request are anticipated to be available in the following account in FY 2016 upon the availability and continued appropriation of funds in the future operating budget, State Assessment-Federal:

06-56-56-562010-64220000-102-500731 Contracts for Program Services FY 16  
\$68,000.00

2. Subject to Governor and Council approval, authorize the Department of Education to include a renewal option in this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein.

EXPLANATION

The mission of The New England Center for School Evaluation and Improvement, LLC (NECSEI) is to foster improved student achievement through the evaluation of school policies and practices as they relate to state standards and proven business practices. NECSEI has extensive experience in all aspects of school administration, instruction, management, improvement and evaluation. NECSEI personnel have served in national professional organizations, including the governing board of the American Association of School Administrators; performed in a leadership capacity on school site visits and evaluations on behalf of the New England Association of Schools and Colleges; and worked with agencies including the U.S. Department of Education and the Council of Chief State School Officers.

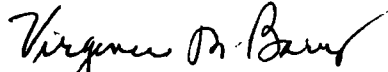
Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council  
July 30, 2015  
Page 2

A Request for Proposals was posted on the department website on May 27, 2015 with a deadline for receipt of June 10, 2015. The Department was seeking an individual or organization to provide technical assistance to the Bureau of Accountability and Assessment in the area of school approval.

Only one proposal was received. It was reviewed and rated, using the attached scoring rubric, by an evaluation team consisting of the Commissioner of Education, Deputy Commissioner of Education, and Director of the Division of Educational Improvement. The team recommended this organization be brought forward for approval to ensure the state has the quality support necessary to meet the requirements of school approval and educational adequacy.

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

Respectfully submitted,

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

VMB:hg:emr

Total Score

**NH Department of Education**  
**RFP - Technical Assistance: School Approval**

**Scoring Rubric**

The committee members responsible for the review of the proposals include the following individuals: Commissioner Virginia Barry, Deputy Commissioner Paul Leather and Director Heather Gage. The scores below represent the average scores for all of the reviews.

NAME	Significance of Proposal – Description of applicant's approach to assist the NH Department of Education in implementing the priority areas.  (up to 50 pts)	Quality of Services to be Provided – The applicant's ability to meet or exceed the Minimum Requirements (5) as evidenced through the documentation submitted, including a description of work experience and educational background in providing technical assistance and professional learning opportunities in the priority area selected. A resume of all that is included:  Technical Skill, including, but not limited to, data analysis, facilitation, collaboration, report presentations, report writing, and product development  (up to 25 pts)	Content knowledge in the priority area selected  (up to 25 pts)	Total (Out of 100)
Dr. Jerome Frew	48 pt	25pt	25 pt	98pt

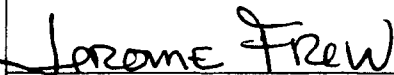
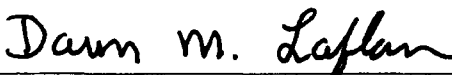
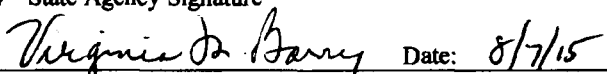

**Notice:** This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

**AGREEMENT**

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

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name NH Department of Education		1.2 State Agency Address 101 Pleasant Street, Concord, NH 03301	
1.3 Contractor Name New England Center for School Evaluation and Improvement, LLC		1.4 Contractor Address 253 Forest Road, Hancock, NH 03449	
1.5 Contractor Phone Number 603-748-1190	1.6 Account Number See Exhibit B	1.7 Completion Date June 30, 2016	1.8 Price Limitation \$68,000.00
1.9 Contracting Officer for State Agency Scott J. Mantie, PhD, Administrator, Bureau of Accountability & Assessment		1.10 State Agency Telephone Number 603-271-3844	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Jerome Frew, Member	
1.13 Acknowledgement: State of <b>NH</b> , County of <b>Merrimack</b>  On <b>7-30-15</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  [Seal] 			
1.13.2 Name and Title of Notary or Justice of the Peace <b>DAWN M. LAFLAM, Justice of the Peace</b> My Commission Expires March 20, 2018			
1.14 State Agency Signature  Date: <b>8/7/15</b>		1.15 Name and Title of State Agency Signatory <b>VIRGINIA M. BARRY, Commissioner of Education</b>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable)  By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable)  By:  On: <b>8/10/15</b>			
1.18 Approval by the Governor and Executive Council (if applicable)  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, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("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. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. 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.

#### **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 notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and 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 \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form 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 thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) 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 unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

**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.



## EXHIBIT A

### SCOPE OF SERVICES

New England Center for School Evaluation and Improvement, LLC will provide the following services to the New Hampshire Department of Education effective upon Governor and Council approval through June 30, 2016:

#### **NH's Input-Based Accountability System (IBAS) and Performance-Based Accountability System (PBAS)**

Update the IBAS and PBAS to meet the new NH Minimum Standards requirements

Provide technical assistance to schools and school districts regarding the IBAS and PBAS

Facilitate internal and external meetings regarding the IBAS and PBAS

Collect adequacy data from both IBAS and PBAS

Review IBAS and PBAS data

Work with schools/districts to verify the accuracy of submitted reports

Produce IBAS and PBAS reports as required

Develop a new reporting process for PBAS that is more interactive and shows the relationship between targets and actual scores

Develop a system and reporting mechanism for schools that, due to their grade configuration, do not have sufficient data to calculate and PBAS score under the current rules (i.e. K-2, K-3)

Convene a focus group to review the reporting mechanisms and requirements in an effort to continually improve the overall system

Other tasks that are determined to be needed as a result of new requirements and/or approved requests from the field

This work will require **ten (10) professional days**.

#### **Adequacy and School Approval**

Assist in revising the current adequacy requirements to match the new minimum standards

Assist in the continued review and revision of the state's school approval process

Provide technical assistance to schools and school districts regarding the requirements of adequacy and the school approval process

Conduct school site visits to meet the requirements of RSA 193-E, (6)

*Contract between New England Center for School Evaluation and Improvement, LLC and the New Hampshire  
Department of Education*

Work with the NHDOE and New Hampshire Association of School Administrators to identify qualified educators to participate in site visits.

Develop and train a cadre of qualified educators to assist in the site visits

Complete the new system for school review and on-site visits

Complete a comprehensive reporting system for on-site reviews

Revise the adequacy standards and language in the IBAS to reflect the new Minimum Standards for School Approval

Convene a focus group made up of representatives of the schools that participated in the "model reviews" to illicit reaction, suggestions and comments regarding the visits that were conducted in the spring

Finalize the system for on-site review and reporting

Develop a support system for schools that are having difficulty meeting the approval requirements

Create a database of "successful and innovative practices" for use throughout the state

Develop a comprehensive summary reporting format for the school approval process

Other tasks that are determined to be needed as a result of new requirements and/or approved requests from the field

This work will require **fifty-eight (58) professional days**.

**EXHIBIT B  
BUDGET**

Priority Areas	Professional Days*	Cost
NH's Input-Based Accountability System (IBAS) and Performance-Based Accountability System (PBAS)	10	\$10,000.00
Adequacy and School Approval	58	\$58,000.00
<b>Total</b>	<b>68</b>	<b>\$68,000.00</b>

**Limitation on Price:** Upon mutual agreement between the state contracting officer and the contractor, line items in this budget may be adjusted one to another, but in no case shall the total budget exceed the price limitation of \$68,000.00.

**Funding Source:** Funding for this contract is 100% Federal Funds from the account titled State Assessment-Federal as follows:

**FY 16**

06-56-56-562110-49930000-102-500731

\$68,000.00

**Method of Payment:** Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the contract, along with a detailed listing of expenses incurred. A Final Report detailing the accomplishments and challenges of the project shall be submitted within 30 days of the contract completion. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to:

Scott J. Mantie, PhD  
Administrator  
NH Department of Education  
101 Pleasant Street  
Concord, NH 03301

---

\* Daily rate is as follows: Jerome Frew = \$1,000/day which includes the following additional budget items: In-State Travel - \$2,500.00; Conference Expenses - \$1,000.00; Clerical Support - \$1,500.00; General Office Expenses - \$2,667.00

*Contract between New England Center for School Evaluation and Improvement, LLC and the New Hampshire Department of Education*

**EXHIBIT C**

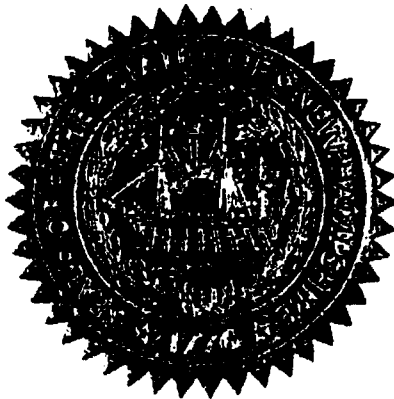
Authorize the Department of Education to waive the workers' compensation section of the agreement; Section 15., 15.1, and 15.2 due to the nature of the organization. New England Center for School Evaluation and Improvement, LLC is a two member organization with no additional employees.

Subject to Governor and Council approval, authorize the Department of Education to include a renewal option in this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein.

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 New England Center for School Evaluation and Improvement, LLC is a New Hampshire limited liability company filed on May 5, 2015. 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 5<sup>th</sup> day of May, A.D. 2015


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

William M. Gardner  
Secretary of State

**CERTIFICATE OF AUTHORITY**

I, Keith Burke, as a Member of my Business, New England Center for School Evaluation and Improvement, LLC certify that Jerome Frew is authorized to enter into a contract with the State of New Hampshire, Department of Education, on behalf of New England Center for School Evaluation and Improvement, LLC.


IN WITNESS WHEREOF, I have hereunto set my hand as a Member of the Business this 30 day of July, 2015.

  
Member

STATE OF New Hampshire  
COUNTY OF Merrimack

On this the 30th day of July, 2015, before me, Patricia T. Butler the undersigned Officer, personally appeared Keith Burke, who acknowledged himself to be a Member of New England Center for School Evaluation and Improvement, LLC, a Business, and that he, as such Member being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the Business by himself as Member.

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

  
Notary Public/Justice of the Peace

My Commission expires:

**PATRICIA T. BUTLER  
NOTARY PUBLIC - NEW HAMPSHIRE  
My Commission Expires February 6, 2018**



# CERTIFICATE OF LIABILITY INSURANCE

JJW  
R022

DATE (MM/DD/YYYY)  
7/10/2015

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> NUTMEG INSURANCE AGENCY INC/PHS 025657 P: (866) 467-8730 F: (888) 443-6112 PO BOX 29611 CHARLOTTE NC 28229	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (866) 467-8730	<b>FAX (A/C, No):</b> (888) 443-6112
	<b>E-MAIL ADDRESS:</b>	
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAC#</b>
<b>INSURER A</b> Sentinel Ins Co LTD	11000	
<b>INSURER B</b>		
<b>INSURER C</b>		
<b>INSURER D</b>		
<b>INSURER E</b>		
<b>INSURER F</b>		

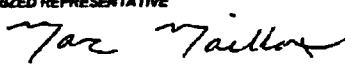
**INSURED**  
 THE NEW ENGLAND CENTER FOR SCHOOL  
 EVALUATION AND IMPROVE  
 253 FOREST RD  
 HANCOCK NH 03449

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADOL INSR	SUBR W/LD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liab				08/17/2015	08/17/2016	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMPROP AGG \$4,000,000
	<b>GEN'L AGGREGATE LIMIT APPLIES PER:</b> <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:						
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED:      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>EMPLOYER COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE EA EMPLOYEE \$ E.L. DISEASE POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Those usual to the Insured's Operations.

<b>CERTIFICATE HOLDER</b>  State of New Hampshire Department of Ed 101 PLEASANT ST CONCORD, NH 03301	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--



# Policy Declarations

A summary of your auto insurance coverage

Thank you for renewing with us.

Your declarations are effective as of 05/22/2015.



## INSURANCE INFORMATION

Named Insured: Jerome Frew

Policy Number:

Policy Period: 05/22/2015-05/22/2016 12:01 AM  
standard time at the address of the  
Named Insured as stated below.

Mailing Address:

Affinity Affiliation: University of New Hampshire  
Alumni Association

## Vehicles Covered by Your Policy

VEH	YEAR	MAKE	MODEL	VEHICLE ID NUMBER
1	2009	VOLVO	S40	
2	2007	JEEP	GRAND CHER	

## Coverage Details

Your total annual policy premium for all covered vehicles is shown below. A premium is shown for each type of coverage you have purchased for each vehicle. Where no premium is shown, you have not purchased the indicated coverage for that vehicle.

## Coverage Information

<b>Total Annual Policy Premium:</b>	<b>\$1,757.00</b>
All eligible discounts and benefits have been applied. Includes state sales tax and local surcharge where applicable.	
<b>Total Policy Premium Includes</b>	
<b>Safe Driver Incentive Plan Credit Of: \$420.00</b>	

COVERAGE	LIMITS	PREMIUM PER VEHICLE	
		VEH 1	VEH 2
<b>A. Liability</b>		<b>\$293</b>	<b>\$272</b>
Bodily Injury	\$ 100,000 Each Person	Yes	Yes
	\$ 300,000 Each Accident		
Property Damage	\$ 50,000 Each Accident		
<b>B. Medical Payments</b>			
	\$ 5,000 Each Person	\$31	\$28
<b>C. Uninsured Motorists</b>			
Uninsured Motorists	\$ 100,000 Each Person	\$61	\$61
Bodily Injury	\$ 300,000 Each Accident		



## ACTION REQUIRED:

Please review and keep for your records.



## QUESTIONS ABOUT YOUR POLICY?

By Phone  
1-800-225-3524  
1-800-279-5334

Liberty Mutual Office  
22 Bridge St Unit 7  
Concord NH 03301

Visit us online  
LibertyMutual.com



## GO PAPERLESS

Manage your policy 24/7 on eService  
LibertyMutual.com/register

## To report a claim

By Phone  
1-800-2CLAIMS  
(1-800-225-2467)

Online  
LibertyMutual.com/claims

**THIS IS NOT YOUR AUTO INSURANCE BILL. YOU WILL BE BILLED SEPARATELY.**

Policy Declarations





**Coverage Information (continued)**

COVERAGE	LIMITS	PREMIUM PER VEHICLE	
		VEH 1	VEH 2
<b>D. Coverage for Damage to Your Auto</b>			
Collision		\$470	\$266
Actual Cash Value Less Deductible Shown			
Veh 1 \$500	Veh 2 \$500		
Other Than Collision		\$108	\$49
Actual Cash Value Less Deductible Shown			
Veh 1 \$200/Glass*	Veh 2 \$200/Glass*		
*No Deductible Applies to Glass Coverage Losses			
<b>OPTIONAL COVERAGE</b>			
Transportation Expenses	\$45 Per Day \$1,350 Per Accident	\$59	\$59
<b>Annual Premium Per Vehicle:</b>		<b>\$1,022</b>	<b>\$735</b>



Policy Number:

Declarations effective:  
05/22/2015

**Total Annual Policy Premium: \$1,757.00**  
 All eligible discounts and benefits have been applied. Includes state sales tax and local surcharge where applicable.  
**Total Policy Premium Includes Safe Driver Incentive Plan Credit Of: \$420.00**

**Discounts and Benefits**

Your discounts and benefits have been applied to your Total Annual Policy Premium.

**VEHICLE DISCOUNTS**

	VEH 1	VEH 2
Anti-Lock Braking System	Yes	Yes
Passive Restraint (Motorized Seat Belts and/or Air Bags)	Yes	Yes
Anti-Theft Device(s)	Yes	Yes

**POLICY DISCOUNTS**

- Group Savings Plus®
- Multi-Car
- Preferred Auto Rating Plan (Preferred Driver)
- Safe Driver

**Additional Information for Vehicles Covered by Your Policy**

LOSS PAYEE(S)	MONTH/YEAR EXPIRES
VEH 1: CITIZENS AUTO FINANCE INC	08/2015



**Driver Information**

DRIVER NAME	LICENSE NUMBER	STATE	DATE OF BIRTH
1. Jerome Frew		NH	
		NH	
		NH	



Policy Number:

Declarations effective:  
05/22/2015

To ensure proper coverage, please contact us to add drivers not listed above.

**Safe Driver Incentive Plan**

Points Free: 9 Years

**Endorsements - Changes to Your Policy**

- Amendment of Policy Provisions New Hampshire AS2309 02 15
- Automobile Amendatory Endorsement AS2260 09 06
- Uninsured Motorists Coverage New Hampshire PP 04 45 02 15
- Amendment of Policy Definitions AS2344 04 08
- Optional Transportation Expenses Coverage AS2207 02 05
- Coverage For Damage To Your Auto Exclusion Endorsement PP 13 01 12 99
- Full Safety Glass Coverage AS2227 08 05
- Automatic Termination Endorsement AS1046 12 89
- Loss Payable Clause AS2308 01 08
- Mutual Holding Company 2340e

LibertyGuard Auto Policy Declarations provided and underwritten by  
Liberty Mutual Fire Insurance Company, Boston, MA.

This policy, including endorsements listed above,  
is countersigned by:

Authorized Representative

President

Secretary

# JEROME E. FREW

## OBJECTIVE

---

To secure a position that utilizes my career experiences, professional networking capacity, management skills, interpersonal skills, and creates an opportunity to impact teaching and learning.

## PROFILE

---

Successful record of: Program and strategic planning; program evaluation; developing action plans, training manuals, handbooks; coordinating conferences and events; budget development and management; public relations and communications; policy development; organizational record keeping; student and staff recognition; personnel management; curriculum development; professional staff development.

## PROFESSIONAL EXPERIENCE

---

- |           |  |
|-----------|--|
| 2008-2015 | Kearsarge Regional School District, New London, NH<br>Superintendent of Schools                                |
| 2003-2008 | Exeter Regional Cooperative School District, Exeter, NH<br>Assistant Superintendent of Curriculum & Assessment |
| 2002-2003 | School Administrative Unit 19, Goffstown, N.H.<br>Principal/ Mountain View M.S./Assistant Superintendent Elect |
| 1999-2002 | Exeter Regional Cooperative School District, Exeter, NH<br>Principal/ Cooperative Middle School                |
| 1987-1999 | Concord School District, Concord, NH<br>Assistant Principal, Rundlett Middle School                            |
| 1983-1987 | Londonderry School District, Londonderry, NH<br>Assistant Principal/Teacher, Londonderry High School           |
| 1982-1983 | Henco Inc, Selmer, TN/Concord, NH<br>Fundraising sales, service and territory development.                     |
| 1975-1982 | Hudson School District, Hudson, NH<br>Social Studies Teacher/Director of Athletics, Alvirne High School        |

## EDUCATION

---

1986	University of New Hampshire <i>MEd - Supervision and Administration</i>	Durham, New Hampshire
1975	Plymouth State College <i>BS - Social Sciences</i>	Plymouth, New Hampshire

**State Certifications:** All current-Expiration date; June 2017  
*Social Science Education, New Hampshire, Grades 9-12*  
*Principal, New Hampshire, Grades K-12*  
*Superintendent of Schools, New Hampshire*

## PROFESSIONAL LEADERSHIP

---

- **New Hampshire School Administrators Association - Executive Board – 2003-present**  
2009-Present – American Association of School Administrators -Governing Board  
2008-2009 – President- NHSAA  
2007-2008 - President Elect  
2005-2008 - Chair, SE Region Curriculum, Instruction & Assessment Committee
- **New Hampshire Interscholastic Athletic Association Tournament Director 1988- 2010**  
2002-2010 Ice Hockey  
1997-2001 Field Hockey and Lacrosse  
1991-2009 Soccer  
1988-2009 Baseball
- **New England Association of Schools and Colleges Steering and Visiting Committees**  
1985-2007 - Assistant Chair various site visits
- **New Hampshire Association of School Principals Executive Board -1988-2003**  
2002-2003 - NASSP Coordinators Advisory Council to the Executive Director  
1997-2003 - State Secondary Coordinator to NASSP  
1991-1997 - Region IV Secondary Representative  
1990-1991 - President  
1989-1990 - President-Elect  
1988-1989 - Assistant Principals Representative
- **Various presentations and task force service including: Teacher/Leader Effectiveness Models; Effective Superintendent/School Board Relations; Commissioner’s Task Force on Accountability; New England Secondary School Consortium**

---

## AWARDS

---

- New Hampshire School Administrators Association  
Superintendent of the Year, 2014-2015
- New Hampshire Interscholastic Athletic Association,  
James Desmarais Outstanding Service Award, 2008
- Distinguished Service Award, NH Association of School Principals, 2003
- Yearbook Dedication, Alvirne High School, Class of 1980
- Teacher of the Year, Hudson School District, 1979

## CIVIC INVOLVEMENT

---

- Parent Advisory Board, Johnson and Wales University, RI (2006-2008)
- Co-Chair, Mayor's Task Force on Underage Access to Alcohol,  
City of Concord NH (2000-2001)
- President, Friends of Concord High School Hockey (1996-1998; 2000-2002)
- Board of Directors, New Hampshire Kids Voting - USA (1997-1999)
- Board of Directors, Concord New Hampshire Boys & Girls Club (1993-1997)

## REFERENCES

---

Dr. Arthur L. Hanson  
Superintendent of Schools (Retired), SAU #16, Exeter, NH  
603-235-6697

Dr. Christine Rath  
Superintendent of Schools, SAU #8, Concord, NH  
603-225-0811

Dr. Mark Joyce  
Executive Director, NH Administrators Association, Concord, NH  
603-225-3230

Janet Allison  
Director of the Commission, New England Association of Schools and Colleges,  
781-425-7718

Lyn Ward Healy  
Former Associate Executive Director, New England League of Middle School  
603-320-5896