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STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
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Concord, N.H. 03301
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October 6, 2016

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

REQUESTED ACTION

Authorize the Department of Education, Division of Educational Improvement, to hold three (3) organized meetings entitled "New Hampshire Problems of Practice" (NHPP) with Focus, Priority, SIG and SWIFT Schools at the dates and locations listed below, in an amount not to exceed \$50,485.00, effective upon Governor and Council approval for a period of November 4, 2016 through May 25, 2017. 100% Federal Funds

Meeting	Date	Location	Total \$ Amount
#1	11-4-2016	UNH - Manchester	\$17,660.83
#2	1-19-2017 snow date 1-20-2017	Plymouth State University	\$13,913.33
#3	5-25-2017	Plymouth State University	\$18,910.84

Funding is available in the account titled Compensatory Education as follows:

FY 2017

06-56-56-563010-32610000-102-500731 Contracts for Program Services \$50,485.00

The total amount for the three (3) Quarterly Innovation Meetings, including expenses for the program speakers and estimated expenses for meeting materials, will not exceed \$50,485.00.

EXPLANATION

The New Hampshire Educators' Summer Summit is organized and implemented by a New Hampshire Institute for Higher Education (IHE) annually. The Summit is followed by *Innovation Meetings*, organized and implemented by the Department of Education where school teams identify which National Experts are needed to continue to provide the necessary professional development, reflection and progress monitoring to close student achievement gaps. A key component to our USED Waiver approved NHPP model of school support is this identification of National Experts from the Summer Summit,

as they have reviewed school level gap data with each team and contributed to the development of school innovation plans. The program speakers are identified through the results of surveys. These National Experts will continue to facilitate the remaining Quarterly Innovation Meetings. See attached list of presenters.

The Department of Education will have up to 150 individuals participating in each of the three meetings. Each NH Institute of Higher Education (IHE) was contacted and invited to submit a quote to host the meetings. The University of New Hampshire and Plymouth State University both submitted quotes and were selected to host the meetings. An itemization of the services provided and associated is attached as Attachment A.

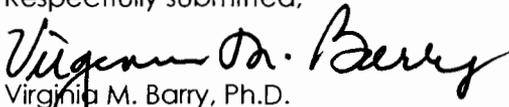
The purpose of the NHPP Innovation Meetings is to provide Focus, Priority, SIG and SWIFT schools professional development and technical assistance in closing gaps in student performance grounded in a Problems of Practice Model of school innovation and support. New Hampshire is looked upon nationally as a leader in transformation work and building understanding about the impact this process has for students, teachers and the school community at large towards long term success.

Per our Federal USED Waiver, the New Hampshire Department of Education's Bureau of Integrated Programs oversees the New Hampshire Problems of Practice (NHPP) Model of School Innovation for focus, priority, SIG and SWIFT schools. Schools develop innovation plans that address subgroup and performance gaps in their schools. The process begins with attendance at the NH Educators' Summer Summit organized and implemented by a New Hampshire Institute for Higher Education (IHE) where school teams convene for 3 days to engage in professional development with national and local experts. During this meeting, teams review their problems of practice survey, identify specific sets of activities as they develop an innovation plan to address and close gaps in student achievement. National experts present to and engage with the teams, to align school innovation plans with effective skills, strategies and practices.

The Summit is followed by Innovation Meetings, organized and implemented by the NHDOE where school teams identify which National Experts they need to continue professional development, reflect on and monitor progress with national experts at the Innovation Meetings. These Meetings support the Tri-annual Review progress monitoring process. This is a USED Waiver approved component of the NHPP Model of School Innovation.

To measure the success of the meetings, a post meeting survey will be conducted. The Department will also collect and maintain a registration log of the event.

Respectfully submitted,


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

VMB:kn:tf:emr

List of Presenters

	Vendor	Vendor Code	Meeting 11-4-2016 Presenter Fees	Meeting 1-19-2017 Snow Date 1-20-2017 Presenter Fees	Meeting 05-25-2017 Presenter Fees	Total
1	TWH Consulting	270317	\$4,997.50	\$0.00	\$4,997.50	\$9,995.00
2	Buck Institute for Education – Robert Lenz	275314	\$3,330.00	\$3,330.00	\$3,330.00	\$9,990.00
3	Stacey Lange	275386	\$1,333.33	\$1,333.33	\$1,333.34	\$4,000.00
4	Tracy Fischer- Tubbs	275387	\$1,333.33	\$1,333.33	\$1,333.34	\$4,000.00
5	Kelly Jobel	275433	\$166.67	\$166.67	\$166.66	\$500.00
6	Jeremy Brown	275782	\$166.67	\$166.67	\$166.66	\$500.00
7.	Judith Howe	275690	\$333.33	\$333.33	\$333.34	\$1,000.00
8.	University of Kansas Center for Research SWIFT Education Center - Amy McCart	253972	\$0.00	\$1,250.00	\$1,250.00	\$2,500.00
9.	Massachusetts General Hospital The Fatherhood Project - John Badalament and Dr. Raymond Levy	177564	\$1,500.00	\$1,500.00	\$1,500.00	\$4,500.00

Attachment A

Grand Total Meeting Costs: \$50,485.00

November 4, 2016

Facility Fee:	\$ 2,500.00
Presenters' fees:	\$13,160.83
Estimated expenses for meeting materials:	\$ 2,000.00
Total Meeting Costs:	\$17, 660.83

January 19, 2017 (Snow date January 20, 2017)

Facility Fee:	\$ 2,500.00
Presenters' fees:	\$ 9,413.33
Estimated expenses for meeting materials:	\$ 2,000.00
Total Meeting Costs:	\$13,913.33

May 25, 2017

Facility Fee:	\$ 2,500.00
Presenters' fees	\$14,410.84
Estimated expenses for meeting materials:	\$ 2,000.00
Total Meeting Costs:	\$18,910.84

University of New Hampshire, Manchester
Manchester, NH

QUOTE

Bill to: NH DOE
101 Pleasant Street
Concord, NH 03301

Remit to: UNH
62 College Road
Durham, NH 03824

Description			NH DOE
11/4/2016	Event Coordination		\$350.00
11/4/2016	Facilities/Equipment/Technical Assistance with Technology		\$2,150.00
11/4/2016	Food and linens	Sponsored by UNH	
Please pay this amount 			\$2,500.00

Plymouth State University Conference Services
Plymouth, NH

QUOTE

Bill to: NH DOE
101 Pleasant Street
Concord, NH 03301

Remit to: PSU
17 High Street
Plymouth, NH 03264

Description			NH DOE
1/19/2017 or Snow Date 1/20/2017	Event Coordination		\$350.00
1/19/2017 or Snow Date 1/20/2017	Facilities/Equipment/Technical Assistance with Technology		\$2,150.00
1/19/2017 or Snow Date 1/20/2017	Food and linens	Sponsored by PSU	
Please pay this amount 			\$2,500.00

Plymouth State University Conference Services
Plymouth, NH

QUOTE

Bill to: NH DOE
101 Pleasant Street
Concord, NH 03301

Remit to: PSU
17 High Street
Plymouth, NH 03264

Description			NH DOE
5/25/2017	Event Coordination		\$350.00
5/25/2017	Facilities/Equipment/Technical Assistance with Technology		\$2,150.00
5/25/2017	Food and linens	Sponsored by PSU	
Please pay this amount 			\$2,500.00

Participants Quarterly Innovation Meetings: November 4, 2016, January 19, 2017 (Snow Date January 20, 2017) and May 25, 2017

Title I Innovation Schools (formerly Focus and Priority Schools), approximately 3 participants from each of the 40 NH schools.

SWIFT (SchoolWide Integrated Framework for Transformation) Partner and Development sites

NG² Schools (No Grades, No Grades)

Title I Schools

New Hampshire Educators' Quarterly Innovation Meetings Agenda

University of New Hampshire

Manchester, NH

November 4, 2016

Time	Topic(s)	Facilitator
8:30-9:00	Welcome	Christopher Motika, NHDOE Kathryn Nichol, NHDOE
9:15 – 11:45	Professional Learning Communities <ul style="list-style-type: none"> • Family Engagement • Personalized Based Learning • Co-teaching • Professional Learning Community on Personalization and Best Practice Teaching Strategies 	Massachusetts General Hospital - Jonathan Badalament / Dr. Ray Levy Buck Institute for Education - Robert Lenz TWH Consulting - Dr. Teresa Heck / Dr. Molly Vogt Tracy Fischer-Tubbs / Stacey Lange
12:00 - 1:30	Lunch and Team Meetings	Teams
1:30 – 2:30	Special Topics <ul style="list-style-type: none"> • Administrative Leadership • Student Leadership • Inclusive Education • Indistar Drop-in Clinic • ESSA Advisory Committee 	NHDOE, Staff Judith Howe Kelly Jobel and Jeremy Brown
2:45 – 3:30	Closing	Kathryn Nichol, NHDOE

New Hampshire Educators' Quarterly Innovation Meetings Agenda

Plymouth State University

Plymouth, NH

January 19, 2017

(SNOW DATE, Friday, January 20, 2017)

Time	Topic(s)	Facilitator
8:30-9:00	Welcome	Christopher Motika, NHDOE Kathryn Nichol, NHDOE
9:15 – 11:45	Professional Learning Communities <ul style="list-style-type: none"> • Family Engagement • Personalized Based Learning • Inclusive Educational Systems and Supports • Professional Learning Community on Personalization and Best Practice Teaching Strategies 	Massachusetts General Hospital- Jonathan Badalament / Dr. Ray Levy Buck Institute for Education - Robert Lenz KU Center for Research SWIFT- Dr. Amy McCart Tracy Fischer-Tubbs / Stacey Lange
12:00 - 1:30	Lunch and Team Meetings	Teams
1:30 – 2:30	Special Topics <ul style="list-style-type: none"> • Administrative Leadership • Student Leadership • Inclusive Education • Indistar Drop-in Clinic • ESSA Advisory Committee • Equity in Schools • Student Advocacy • Military Culture in the Public Schools 	NHDOE, Staff Judith Howe Kelly Jobel and Jeremy Brown
2:45 – 3:30	Closing	Kathryn Nichol, NHDOE

New Hampshire Educators' Quarterly Innovation Meetings Agenda

Plymouth State University

Plymouth, NH

May 25, 2017

Time	Topic(s)	Facilitator
8:30-9:00	Welcome	Christopher Motika, NHDOE Kathryn Nichol, NHDOE
9:15 – 11:45	Professional Learning Communities <ul style="list-style-type: none">• Family Engagement • Personalized Based Learning • Co-teaching • Inclusive Educational Systems and Supports • Professional Learning Community on Personalization and Best Practice Teaching Strategies	Massachusetts General Hospital- Jonathan Badalament / Dr. Ray Levy Buck Institute for Education - Robert Lenz TWH Consulting - Dr. Teresa Heck / Dr. Molly Vogt KU Center for Research SWIFT- Dr. Amy McCart Tracy Fischer-Tubbs / Stacey Lange
12:00 - 1:30	Lunch and Team Meetings	Teams
1:30 – 2:30	Special Topics <ul style="list-style-type: none">• Administrative Leadership• Student Leadership• Inclusive Education• Indistar Drop-in Clinic• Equity in Schools• Student Advocacy	NHDOE, Staff Kelly Jobel and Jeremy Brown Judith Howe
2:45 – 3:30	Closing	Kathryn Nichol, NHDOE