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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

October 10, 2013

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Department of Education to enter into a contract with Rebecca Gagnon, Laconia, NH, (Vendor code 168112) to provide support and training to school and district educators on the use of data analysis tools and resources made available to them by the Department. The total amount not to exceed \$48,750 effective from November 20, 2013, or upon Governor and Council approval, whichever is later through June 30, 2015. 100% Federal funded.

Funding is available in account titled Longitudinal Data Grant as follows:

	<u>FY 2014</u>	<u>FY 2015</u>
06-56-56-563510-61560000-102-500731	\$18,750	\$30,000

EXPLANATION

In 2007, the Department contracted with SunGard/Performance PLUS (formerly Performance Pathways) to implement their Performance Tracker, Assessment Builder and Tech Paths software. This software is available to all educators and enables districts and schools to analyze state and local assessment data in conjunction with student demographics, enrollment and academic data. Schools can also develop and administer local assessments as well as import data from national assessments they conduct locally.

Also, in 2012, the Department received a three year SLDS grant with three major initiatives: 1) develop tools to help schools evaluate effective educators, 2) develop tools to allow a variety of stakeholders access to individual and/or aggregate student data to improve student education and 3) develop tools as part of an early warning system and college readiness system to help ensure students are successful in

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K-12 schools and prepared for college. Training is a major component of all three grant initiatives. The SLDS Grant provides the funding for the PerformancePlus tool and also provides funds for training.

Rebecca Gagnon has extensive experience using and training school and district staff in the use of PerformancePlus. Rebecca Gagnon will provide training on various data use and analysis tools available to schools and districts throughout the state.

An advertisement was placed in the *Union Leader* on June 17, 18, and 19 and posted on the Department website from June 14, 2013 through June 28, 2013. The Department received 3 responses to the RFP. Department staff members Irene Koffink and Virginia Clifford, and DOE consultant Michael Schwartz, who are knowledgeable about the services needed, scored the proposal and the top two candidates were interviewed and both were recommended for hire which included Rebecca Gagnon.

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

Respectfully submitted,


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

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PROPOSAL REVIEW SCORE SHEET

Name	Score 1	Score 2	Score 3	Total Average
North Country Education Services - Paula Churchill	93	79	95	89
Allison Estes-Brown	60	80	72	71
Rebecca Gagnon	89	90	85	88

100 points

- a. (zero to 50 points) a concise abstract of the candidate's experiences that explain the background brought to the role of Trainer;
- b. (zero to 35 points) a description of the services to be provided; and
- c. (zero to 15 points) an itemized budget of cost per hour times the number of hours of contracted service to be provided.

Subject: Rebecca Gagnon FORM NUMBER P-37 (version 1/09)

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

1. IDENTIFICATION.

1.1 State Agency Name <u>Department of Education</u>		1.2 State Agency Address <u>101 Pleasant Street, Concord, NH 03301</u>	
1.3 Contractor Name <u>Rebecca Gagnon</u>		1.4 Contractor Address <u>110 Sarah Circle, Laconia, NH 03246</u>	
1.5 Contractor Phone Number <u>(603) 630-9174</u>	1.6 Account Number <u>See Exhibit B</u>	1.7 Completion Date <u>June 30, 2015</u>	1.8 Price Limitation \$57,500 <u>\$48,750.00</u>
1.9 Contracting Officer for State Agency <u>Virginia M. Barry, Ph.D., Commissioner</u>		1.10 State Agency Telephone Number <u>(603) 271-3142</u>	
1.11 Contractor Signature <u>Rebecca Gagnon</u>		1.12 Name and Title of Contractor Signatory <u>Rebecca Gagnon</u>	
1.13 Acknowledgement: State of <u>NH.</u> , County of <u>Merrimack</u> On <u>Oct. 30, 2013</u> , 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 <u>Maria F. Doval</u> Notary Public, New Hampshire My Commission Expires <u>Feb 18, 2016</u>		1.13.2 Name and Title of Notary Public or Justice of the Peace <u>Maria F. Doval - Administrative Assistant Hopkinton Middle High School</u>	
1.14 State Agency Signature <u>Virginia M. Barry</u>		1.15 Name and Title of State Agency Signatory <u>Virginia M. Barry, Ph.D., Commissioner</u>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: <u>Sara Milloughan, Deputy Director</u> , On: <u>11/14/13</u>			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <u>[Signature]</u> , On: <u>11/19/13</u>			
1.18 Approval by the Governor and Executive Council By: _____, On: _____			

2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.
3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, this Agreement, and all obligations of the parties hereunder, shall not become effective until the date the Governor and Executive Council approve this Agreement ("Effective Date").
3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT. Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.
5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.
5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.
5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.
6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. In addition, the Contractor shall comply with all applicable copyright laws.
6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.
6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.
7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.
7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.
7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 failure to perform the Services satisfactorily or on schedule;
- 8.1.2 failure to submit any report required hereunder; and/or
- 8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

- 8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;
- 8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
- 8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
- 8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

10. TERMINATION. In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination

Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS. The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the N.H. Department of Administrative Services. None of the Services shall be subcontracted by the Contractor without the prior written consent of the State.

13. INDEMNIFICATION. The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per occurrence; and

14.1.2 fire and extended coverage insurance covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than fifteen (15) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be

attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to endeavor to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than ten (10) days prior written notice of cancellation or modification of the policy.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire.

19. CONSTRUCTION OF AGREEMENT AND TERMS.

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual

intent, and no rule of construction shall be applied against or in favor of any party.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

Contract: Rebecca Gagnon

EXHIBIT A

The total amount not to exceed \$48,750, effective from November 20, 2013, or upon Governor and Council approval, whichever is later through June 30, 2015. Rebecca Gagnon will assist the Department in providing training to schools and districts. Training and Support will include:

- On-line, phone and in-person training, both small groups and large groups.
- Training and assistance with PerformancePLUS tools to add new assessment data and analyze assessment data.
- Provide training and support to schools and districts to submit their i4see course submissions, class submissions and educator assignments.
- Training on the NH Network.
- Training on data used for evaluation.
- Identification of additional data and assessments that can be used for evaluations.
- Creation of online training tools.
- Tracking of training and support activities.
- Independent leadership to solicit training opportunities.
- Work with Professional Development centers to deliver regional learning opportunities and build skills and support within these centers.
- Collaboration with Department staff and schools to create a partnership to embrace evaluation and support for effective educators.
- Assist in other ways as needed with the SLDS teams.

The trainer(s) may be expected to work or attend meetings at the NH Department of Education in Concord.

Contractor Initials RG
Date 10.30.13

Contract: Rebecca Gagnon

EXHIBIT B

Program Facilitation

\$62.5 per hour for approximately 10 hours per week.

Limitation on Price:

FY 2014	FY 2015
\$18,750	\$30,000

The total amount not to exceed \$48,750 effective from November 20, 2013, or upon Governor and Council approval, whichever is later through June 30, 2015.

Funding is available in account titled Longitudinal Data Grant as follows:

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

Method of Payment:

Payment to be made on the basis of bi-weekly or monthly invoices which are supported by a summary of activities that have taken place in accordance with the terms and conditions of the contract as stated in Exhibit A. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed.

Invoices will be submitted to:

Irene Koffink, Administrator III
Division of Program Support
NH Department of Education
101 Pleasant Street
Concord, NH 03301

Contractor Initials RG
Date 10.30.13

Contract: Rebecca Gagnon

EXHIBIT C

Contractor will carry appropriate levels of insurance per provision 14.1.1-14.3.

Contractor will carry appropriate levels of automobile insurance during the term of this contract.

Contractor Initials RG
Date 10.30.13



USAA CASUALTY INSURANCE COMPANY

(A Stock Insurance Company)
9800 Fredericksburg Road - San Antonio, Texas 78288
NEW HAMPSHIRE AUTO POLICY
RENEWAL DECLARATIONS

PAGE 4
ADDL INFO ON NEXT PAGE MAIL MCH-M-I
RENEWAL OF

State 09, 10; Veh NH 027027; POLICYNUMBER

POLICYPERIOD: (12:01 A.M. standard time)
EFFECTIVE DEC 16 2013 TO DEC 16 2014

OPERATORS
01 REBECCA P GAGNON

Named Insured and Address
REBECCA P GAGNON

Table with columns: VEH, YEAR, TRADE NAME, MODEL, BODYTYPE, ANNUAL MILEAGE, IDENTIFICATION NUMBER, VEH USE, WORK-SCHOOL Miles Per Week, Days Per Week

The Vehicle(s) described herein is principally garaged at the above address unless otherwise stated.
VEH 09 NORTHFIELD NH 03276-1602
VEH 10 NORTHFIELD NH 03276-1602

This policy provides ONLY those coverages where a premium is shown below. The limits shown may be reduced by policy provisions and may not be combined regardless of the number of vehicles for which a premium is listed unless specifically authorized elsewhere in this policy.

Table with columns: COVERAGES, LIMITS OF LIABILITY, VEH 09, VEH 10, VEH, VEH. Rows include PART A - LIABILITY, PART B - MEDICAL PAYMENTS, PART C - UNINSURED MOTORISTS, PART D - PHYSICAL DAMAGE COVERAGE, and VEHICLE TOTAL PREMIUM.

TOTAL PREMIUM - SEE FOLLOWING PAGE(S)

LOSS PAYEE
VEH 09 WELLS FARGO DEALER SERVICES, CORAOPOLIS PA
VEH 10 USAA FEDERAL SAVINGS BANK, LEHIGH VALLEY PA 1007490004

ENDORSEMENTS: ADDED 12-16-13 - 5100NH(01)
INFORMATION FORMS: 50NH(03)

I2
09 RMF3700000 | 10 RMM3900000

In WITNESS WHEREOF, we have caused this policy to be signed by our President and Secretary at San Antonio, Texas, on this date OCTOBER 22, 2013
Steven Alan Bennett, Secretary
Kevin Bergner, President

Rebecca Gagnon

[REDACTED]

[REDACTED]

[REDACTED]

Education

Currently enrolled in C.A.G.S. program

Plymouth State University

M. Ed., Administrative Leadership,

2011

Plymouth State University

B.S., Applied Computer Science, Keene State College

1998

B.A., Elementary Education, Keene State College

1998

Certifications

Principal: K – 12

Elementary Educator: K - 8

Computer Technology Teacher: K – 12

Leadership Strengths & Accomplishments

- Skilled on the understanding and the use of data to analyze trends, strengths and weaknesses that inform curriculum decisions and instructional practice.
- Solid working knowledge on the inclusion and utilization of NH GLEs and GSEs, Common CORE standards, competencies, benchmark assessments, UbD, RtI, Differentiated Instruction and Professional Learning Communities.
- Provided trainings for both large and small groups as well as delivering presentations to a wide variety of vested parties.
- Using a skills based approach, facilitated a comprehensive overhaul and alignment of math, writing and reading curriculum in a pre-k – 12 system.
- Organized, highly motivated, and detail-directed problem solver with the strong ability to initiate and implement complex projects from concept to fully operational status.
- Proven ability to work as a teammate with faculty, staff and other administrators.
- Coordinated NWEA MAP testing for all students grades K-10 in the areas of Math, Science, Reading and Language Usage.
- Facilitated conversations and conducted trainings on the use of Performance Tracker, Assessment Builder, Curriculum Connector (formerly TechPaths) and the development of data cultures at more than 60 engagements across the state and New England including a wide variety of school districts, the state legislature, NH DOE, NHSAA, NHASEA, NECAP tri-state consortium, NHASCD, NEASCD, REL-NH and the Rhode Island Dept. of Ed.
- Initiated a technology-based professional development plan to address the needs of teachers and staff members at a variety of technology levels and areas of need.
- Trained, supervised and evaluated staff.
- Successfully established comprehensive budgets including projections for future maintenance and sustainability scenarios.
- Managed over \$20,500,000 in local budgets, federal grants and local trust funds.

Professional Experience

- Assistant Principal, Hopkinton Middle High School, Contoocook, NH** 2011 - Present
Foster a learning environment that is safe, supportive and engaging for students in grades 7-12. Evaluate professional teaching staff and instructional assistants, support the development of a yearly master schedule, provide professional development aligned to school-wide initiatives including competencies, integration of Common Core State Standards, the use of formative and summative assessments, habits of mind and grading practices.
- Consultant, Revolutionary Schools, New Castle, NH** 2010 - Present
Using eCurriculum mapping software, provide training, facilitation and support to teachers as they align curriculum vertically and horizontally, make decisions regarding mastery of skills and standards, develop student friendly "I Can" statements based on depth of knowledge indicators and design units of study that achieve desired outcomes.
- Assistant Superintendent, SAU #61, Farmington, NH** 2010 - 2011
Support the strategic goals of the SAU, focusing on four major priority areas: developing and sustaining high learning expectations for all learners, building focused leadership, ensuring curriculum alignment in all core content areas and effectively using data to drive decision making. Write, implement and account for all grants including Title I, Title IIA, Title IID, Title IV, Title VI, District In Need of Improvement, School In Need of Improvement (3 schools) and School Improvement Grant (2 schools). Supervise departments including Special Education, Title I, RtI Specialists, ESOL and Technology.
- Education Consultant, NH Department of Education, Concord, NH** 2008 - 2011
As a member of the i4see team, work with schools and districts across the state on the use of Performance Tracker, Assessment Builder, TechPaths and data analysis, develop training materials and how-to guides that assist users in their efforts to succinctly understand and assess student progress based on data, speak at many state-wide conferences as well as before the State Legislature regarding the importance and success of data-driven decision making.
- Director of Assessment & Technology, SAU #18, Franklin, NH** 2000 - 2010
Support the district's strategic goal: *To integrate technology through the adoption of the National Educational Technology Standards for Teachers and Students*; work with administrators and teachers to utilize various assessments including NWEA MAP testing, NECAP, DIBELS and locally designed assessments to analyze the strengths and weaknesses of all curricular areas K-12, modify instructional practices and develop strategies to meet the individual needs of students. Ensure effective running of all district technology and networks, work with building-level teams to determine the technology needs of each building; secure E-rate funding as well as federal, state, local and private grants as they pertain to the district's technology needs.
- Teacher, Franklin Middle School and Franklin High School, Franklin, NH** 1998 - 2001
Teach computer technology to 5th – 11th graders using a self-created, national standards based curriculum. Increase experience with lesson planning, modifying, flexible grouping, varied instructional strategies and behavior management techniques.

Professional Affiliations

- NHASC – NH Association for Supervision and Curriculum Development**
Current Board Member, Editor of newsletter, Affiliate member since 2004
- ASCD – Association for Supervision and Curriculum Development**
Affiliate member since 2008
- NHSTE – New Hampshire School Technology Educators**
Past Board Member, Affiliate member since 2000