2016 APR ... 58 PB

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

March 16, 2016

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

REQUESTED ACTION

Authorize the Department of Education, Bureau of Career Development to enter into a **sole source** contract with the National Alliance for Partnerships in Equity (NAPE), Gap, Pennsylvania (Vendor Code #172160), in an amount not to exceed $43,000, to provide Micromessaging Academy training, effective upon Governor & Council approval through April 30, 2018. 100% Federal Funds.

Funds are available in the following account for State Fiscal Year 2017, and are anticipated to be available in SFY 2018 upon the availability and continued appropriation of funds in the future operating budget, with authority to adjust encumbrances between State Fiscal Years through the Budget Office, without further approval from the Governor and Council, if needed and justified:

		FY17	FY 18
CTE Voc-Ed-Federal			
06-56-56-565010-60320000-072-502649	Grants - Federal	$32,250.00	$10,750.00

EXPLANATION

The Department of Education submits this request as a **sole source** contract. Based upon research conducted by the Department, nationwide, there are only two (2) entities which currently provide such equity training that the Department requires; NAPE and the National Institute for Women in Trades, Technology and Science (IWITTS). The Department is also contracting with IWITTS to provide separate training focusing on a different aspect of equity. NAPE is a nationally recognized leader in providing equity professional development to educators. Only NAPE was found to provide training focusing upon student completion of non-traditional Career and Technical programs through their Micromessaging program. In additional, NAPE was the only entity which was found to focus upon both male and female program completion, rather than just female.

The New Hampshire Department of Education receives an annual grant of funds under the Carl D. Perkins Career and Technical Education Act of 2006. Section 124(3) of the Act charges the State with the responsibility of providing professional development opportunities for career and technical education administration and staff. Part (5) of this section also charges the State with "providing preparation for non-traditional fields in current and emerging professions, and other activities that expose students, including special populations, to high skill, high wage occupations." The services provided by NAPE accomplish both of these goals.

NAPE is a non-profit organization whose mission statement is to "build educators' capacity to implement effective solutions for increasing student access, educational equity and workforce diversity". NAPE's Micromessaging trainings aim to increase faculty awareness and to change teacher attitudes and behaviors through the use of new educational strategies geared toward increasing completion of underrepresented students in the classroom.

The training will include three one-day sessions of Micromessaging Academy over the course of a year beginning in the Spring of 2017. The training will be held at a central location, allowing stakeholder teams from throughout the career and technical education centers, that the State supports, an opportunity to receive training. Additionally, NAPE will host six virtual meetings during which they will train local professional learning community (PLC) facilitators. Finally, a fourth in-person day will allow participants the opportunities to utilize their PLC work in order to present action research projects based upon what they have learned throughout the year-long professional development series. Approximately 75 career and technical administrators and faculty will receive training. Program completion rates of non-traditional student populations are an indicator that career and technical education centers are measured by to determine their success in the use of Perkins funds. Participants in this training will take away strategies to increase the completion rates of their non-traditional students.

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

Virginia M. Barry, Ph.D
Commissioner of Education

S:/dcta/bvr/vrco/common/IWITTS GC Letter

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, Bureau of Career Development		1.2 State Agency Address 21 South Fruit Street, Suite 20, Concord, NH 03301	
1.3 Contractor Name National Alliance for Partnerships in Equity		1.4 Contractor Address 91 Newport Pike Suite 302, Gap, PA 17527	
1.5 Contractor Phone Number 717-407-5118	1.6 Account Number 06-056-6032-072-502649	1.7 Completion Date April 30, 2018	1.8 Price Limitation $43,000
1.9 Contracting Officer for State Agency Virginia M. Barry, Ph.D.		1.10 State Agency Telephone Number 603-271-3144	
1.11 Contractor Signature Mary E Lufkin		1.12 Name and Title of Contractor Signatory Mary Lufkin, Chief Executive Officer	

1.13 Acknowledgement: State of Pennsylvania, County of Chester

On Feb 23rd 2016, 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

Claudia M. Karat

[Seal]

COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Claudia M. Karat, Notary Public
East Nottingham Twp., Chester County
My Commission Expires Oct. 16, 2016
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

1.13.2 Name and Title of Notary or Justice of the Peace

Claudia M. Karat Notary

1.14 State Agency Signature Virginia M. Barry Date: 3/21/16	1.15 Name and Title of State Agency Signatory VIRGINIA M. BARRY, Commissioner of Education

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: Erin McCabe On: 3/22/16

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

Contractor Initials MD
Date 2/23/16

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 $1,000,000per 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.

Contractor Initials MR
Date 2/23/16

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.

Contractor Initials MD
Date 2/23/16

Exhibit A

Services to be Provided

1. The contractor shall provide three one-day sessions of Micromessaging Academy over the course of a year beginning in the spring of 2017, six virtual meetings where they train and support local PLC facilitators, and a fourth day where participants present action research projects based upon what they have learned and accomplished through their involvement in the PLC network.
2. The contractor will provide metrics to demonstrate the success of the program post-training.
3. Approximately 75 CTE administrators and faculty will receive services.

Exhibit B
Estimated Budget: Limitation on Price: Payment

I. Estimated Budget:

Two trainers for 3 days of PD and 1 showcase day, for 75 participants	$20,000
PLC Technical Assistance: Includes PLC facilitator training via 6 monthly Meetings, for up to 8 PLC facilitators, and technical assistance	$5,000
Materials fees: $80 per person X 75 participants	$6,000
Travel: 4 days travel for two facilitators, estimated at $1500 per person per trip. Actual travel expenses will vary depending upon the final agreed upon structure and scheduling of the trainings. NAPE will invoice for actual incurred travel expenses only, not to exceed total travel budget of $12,000.	$12,000
Total Training Costs:	$43,000

II. Limitation on Price:

This contract will not exceed $43,000.

III. Method of Payment:

Invoice(s) will be submitted upon receipt of contract deliverables.

All invoices and reports shall be forwarded to:

Carrie Gorman, Program Assistant II
New Hampshire Department of Education
Career Development Bureau
21 South Fruit Street, Suite 20
Concord, NH 03301

Grantee Initials MK ____________ Date 2/23/16

Exhibit C

Special Provisions

None

Grantee Initials MK ________ Date 2/23/16

CERTIFICATE

(Corporation Without Seal)

I Dennis Harden, Clerk/Secretary of the National Alliance for Partnerships in Equity Education Foundation, do hereby certify that: (1) I am the duly elected and acting Clerk/Secretary of the National Alliance for Partnerships in Equity Education Foundation, a Pennsylvania corporation (the "Corporation"); (2) I maintain and have custody and am familiar
(State of incorporation)
with the minute books of the Corporation; (3) I am duly authorized to issue certificates with respect to the contents of such books; (4) the following are true, accurate and complete copies of the resolutions adopted by the Board of Directors of the Corporation at a meeting of the said Board of Directors held on the 16th day of February, 20 16, which meeting was duly held in accordance with Pennsylvania law and
(State of incorporation)
the by-laws of the Corporation:

RESOLVED: That this Corporation enter into a contract with the State of New Hampshire, acting by and through the Department of Education, providing for the performance by the Corporation of certain services, and that the President (and ~~Vice President~~ CEO or) (and the Treasurer) (or any of them acting singly) be and hereby (is) (are) authorized and directed for and on behalf of this Corporation to enter into the said contract with the State and to take any and all such actions and to execute, acknowledge and deliver for and on behalf of this Corporation any and all documents, agreements and other instruments (and any amendments, revisions or modifications thereto) and (she) (he) (any of them) may deem necessary, desirable or appropriate to accomplish the same;

RESOLVED: That the signature of any officer of this corporation affixed to any instrument or document in or contemplated by these resolutions shall be conclusive evidence of the authority of said officer to bind this Corporation thereby;

(5) the foregoing resolutions have not been revoked, annulled, or amended in any manner whatsoever, and remain in full force and effect as of the date hereof; (6) the following person(s) (has) (have) been duly elected to and now occupy the office(s) indicated below:

Mary Wiberg	President
Mary Lufkin	CEO
Lou Ann Hargrave	Treasurer

and; (7) the corporation has no seal.

IN WITNESS WHEREOF, I have hereunto set my hand as the Clerk/Secretary of the Corporation this 24 day of February, 20 16.

Dennis D Harden
Clerk/Secretary

STATE OF Missouri
COUNTY OF Cole

On this the 24th day of February, 20 16 before me, S Ann Teague, the undersigned, personally appeared Dennis Harden, who acknowledged ~~her~~/himself to be the Clerk/Secretary of NAPE, a corporation, and that she/he as such Clerk/Secretary being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by her/himself as Clerk/Secretary.

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

(SEAL)

S. ANN TEAGUE
Notary Public - Notary Seal
STATE OF MISSOURI
County of Cole
My Commission Expires 7/22/2016
Commission # 12604808

My Commission expires:

S Ann Teague
Notary Public/Justice of the Peace

CERTIFICATE OF LIABILITY INSURANCE

ACORD®

DATE (MM/DD/YYYY): 3/4/2016

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).

PRODUCER
AIS Insurance Group, Inc.
100 Deerfield Lane
Suite 280
Malvern PA 19355-2180

CONTACT NAME: AIS Insurance Group
PHONE (A/C, No, Ext): (610) 578-9797 FAX (A/C, No): (610) 578-9788
E-MAIL ADDRESS: ais@aisinsurance.net

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Hartford Cas Ins Co	29424
INSURER B: Hartford	00914
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
91 NEWPORT PIKE STE 302
GAP PA 17527

COVERAGES **CERTIFICATE NUMBER:** 15-16 **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE X OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC; OTHER:				9/29/2015	9/29/2016	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY; ANY AUTO; ALL OWNED AUTOS; SCHEDULED AUTOS; X HIRED AUTOS; X NON-OWNED AUTOS				9/29/2015	9/29/2016	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR; EXCESS LIAB CLAIMS-MADE; DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH); If yes, describe under DESCRIPTION OF OPERATIONS below	N/A			12/15/2015	12/15/2016	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
							E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
New Hampshire Department of Education is included as additional insured.

CERTIFICATE HOLDER

carrie.gorman@doe.nh.gov

New Hampshire Department of Education
21 South Fruit St, Suite 20
Concord, NH 03301

CANCELLATION

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
Joseph DeBarberie/WJD

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
EDUCATION FOUNDATION, INC.
Statements of Financial Position
June 30, 2015 and 2014

	2015	2014
ASSETS		
Current Assets		
Cash	$ 644,988	$ 528,002
Accounts Receivable	108,476	117,377
Due from NAPE	2,351	7,257
Grants Receivable	26,903	235,232
Prepaid Expenses	4,199	1,220
TOTAL CURRENT ASSETS	$ 786,917	$ 889,088
Fixed Assets		
Leasehold Improvements	8,984	8,984
Less: Accumulated Depreciation	(4,492)	(1,497)
FIXED ASSETS - NET	4,492	7,487
TOTAL ASSETS	$ 791,409	$ 896,575
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts Payable	$ 97,182	$ 248,167
Due to NAPE	15,430	-
Accrued Payroll	52,227	44,056
Accrued Expenses - Other	7,200	7,200
TOTAL (CURRENT) LIABILITIES	172,039	299,423
NET ASSETS		
Unrestricted	254,370	256,886
Temporarily Restricted	365,000	340,266
TOTAL NET ASSETS	619,370	597,152
TOTAL LIABILITIES AND NET ASSETS	$ 791,409	$ 896,575

The accompanying notes are an integral part of these financial statements.

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
EDUCATION FOUNDATION, INC.
Statement of Activities
For the Year Ended June 30, 2015
(With Comparative Totals for the Year Ended June 30, 2014)

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE AND OTHER SUPPORT				
Contributions	$ 315,156	$ 365,000	$ 680,156	628,690
National Science Foundation Grants	552,364		552,364	962,358
Silent Auction	1,636		1,636	1,180
Program Fees	569,185		569,185	437,823
PDI Income	19,000		19,000	10,500
Investment Income	991		991	1,109
Net Assets Released from Restrictions	340,266	(340,266)	-	-
TOTAL REVENUE AND OTHER SUPPORT	1,798,598	24,734	1,823,332	2,041,660
EXPENSES				
Program Services	1,488,548		1,488,548	1,740,187
Support Services:				
Management and General	301,972		301,972	318,310
Fundraising	10,594		10,594	3,448
TOTAL EXPENSES	1,801,114	-	1,801,114	2,061,945
CHANGE IN NET ASSETS	(2,516)	24,734	22,218	(20,285)
NET ASSETS - BEGINNING OF YEAR	256,886	340,266	597,152	617,437
NET ASSETS - END OF YEAR	$ 254,370	$ 365,000	$ 619,370	$ 597,152

The accompanying notes are an integral part of these financial statements.

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY EDUCATION FOUNDATION, INC.
Statement of Cash Flows
For the Years Ended June 30, 2015 and 2014

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	$ 22,218	$ (20,285)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation Expense	2,995	1,497
(Increase) Decrease in Operating Assets:		
Accounts Receivable	8,901	(44,593)
Due from/to NAPE	20,336	(48,503)
Grants Receivable	208,329	(81,903)
Prepaid Expenses	(2,979)	(1,220)
Increase (Decrease) in Operating Liabilities:		
Accounts Payable and Accrued Expenses	(142,814)	204,063
NET CASH PROVIDED BY OPERATING ACTIVITIES	116,986	9,056
CASH FLOWS FROM INVESTING ACTIVITIES		
Costs Paid for Leasehold Improvements	-	(8,984)
NET CASH (USED) BY INVESTING ACTIVITIES	-	(8,984)
CASH FLOWS FROM FINANCING ACTIVITIES	-	-
NET INCREASE IN CASH	116,986	72
CASH - BEGINNING OF YEAR	528,002	527,930
CASH - END OF YEAR	$ 644,988	$ 528,002

SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:		
Interest Paid	NONE	NONE

The accompanying notes are an integral part of these financial statements.

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY EDUCATION FOUNDATION, INC.

Notes to Financial Statements

1. NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Organization and Nature of Activities

National Alliance for Partnerships in Equity Education Foundation, Inc. (the "Foundation") was organized as a Pennsylvania non-profit corporation on March 13, 2003 for the purpose of providing research and education on key equity issues in education and workforce development. The Foundation supports the development of equitable, innovative, and effective programs and practices to increase diversity in America's workforce. It promotes programs that increase opportunities in high-skill, high-wage, and high-demand careers.

The Foundation is intended to work in conjunction with National Alliance for Partnerships in Equity, Inc. ("NAPE"), which is a non-profit, non-stock corporation that was incorporated in Washington, D.C. in 1996. NAPE is a consortium of state and local agencies, corporations, and national organizations whose mission includes promoting key issues (particularly gender equity) in education and workforce development. NAPE is an advocate for educational policy and programming for youth and adults that reduce the barriers and biases commonly found in our education and workforce systems. Specifically, NAPE's constitution and by-laws requires NAPE to provide leadership (advocacy of key equity issues in education, a national professional development institute, pre-convention staff development workshops, national analysis of state vocational equity programs, professional networking with other national equity partners which have similar missions, and newsletters) and facilitation (technical assistance and resources).

Currently, a substantial portion of the Foundation's support comes from grants from the National Science Foundation ("NSF") and various other foundations. The Foundation's ability to continue to provide research and education on key equity issues in education and workforce development on a level consistent with that provided during the year ended June 30, 2015 is dependent upon the continuing receipt of revenues from NSF and similar funding sources. In addition, the Foundation receives program fees primarily from higher education institutions.

Financial Statement Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles (GAAP). Those principles require the Foundation to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The Foundation had only unrestricted and temporarily restricted net assets as of June 30, 2015 and 2014.

NATIONAL ALLIANCE FOR PARTNERSHIPS
IN EQUITY EDUCATION FOUNDATION, INC.

FINANCIAL STATEMENTS

Year Ended June 30, 2015

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AND COMPANY, INC.

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
National Alliance for Partnerships in Equity
Education Foundation, Inc.
Gap, Pennsylvania

Report on the Financial Statements

We have audited the accompanying financial statements of National Alliance for Partnerships in Equity Education Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of National Alliance for Partnerships in Equity Education Foundation, Inc. as of June 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited National Alliance for Partnerships in Equity Education Foundation's financial statements for the year ended June 30, 2014, and our report dated October 30, 2014 expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2014 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses on page 11 is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is also not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 9, 2015, on our consideration of National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control over financial reporting and compliance.

Deslin and Company, Inc.

November 9, 2015

Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Contributions

In accordance with GAAP, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions. Contributions are reported as temporarily restricted support if they are received with donor stipulations that limit the use of the contribution. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same year in which the contributions are received are classified as unrestricted contributions.

Grants Recognized as Exchange Transactions

The Foundation receives a significant portion of its funds under grants from the National Science Foundation. These and similar government grants are deemed to meet the criteria to be accounted for as exchange transactions whereby each party to a transaction receives and sacrifices something of approximately equal value. Revenue received is recognized as an increase in unrestricted net assets when earned (i.e. as related expenditures are incurred). Revenue received for which related expenditures have not been incurred is classified as deferred revenue.

Accounts Receivable

Accounts receivable are reported at the amount management expects to collect from outstanding balances. Since accounts receivable are deemed fully collectible, no allowance for doubtful accounts has been recognized.

Fixed Assets

Fixed assets are recorded at cost. Fixed assets costing $5,000 or more are capitalized and depreciated. Fixed assets costing less than $5,000, as well as all maintenance and repairs, are charged to operations as incurred. Depreciation is computed using the straight-line method over the estimated useful lives of the assets. Depreciation expense was $2,995 for the year ended June 30, 2015 and $1,497 for the year ended June 30, 2014.

Functional Allocation of Expenses

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Income Taxes

The Foundation is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and is classified by the Internal Revenue Service as other than a private foundation. Accordingly, no provision for income taxes has been made in the financial statements.

Subsequent Events

Management has evaluated subsequent events through November 9, 2015, which is the date the financial statements were available to be issued.

2. CASH – CONCENTRATIONS OF CREDIT RISK

The Foundation maintains its cash balances in two financial institutions; the cash at each financial institution is insured by the Federal Deposit Insurance Corporation up to $250,000. The bank balances may at times exceed federally insured limits. The Foundation's uninsured cash totaled $196,016 as of June 30, 2015 and $95,417 as of June 30, 2014.

3. FEDERAL GRANTS

The Foundation has been awarded grants from the National Science Foundation to fund its STEM Equity Pipeline Project. This project involves developing a model research-based, technical assistance project to increase the participation of women and girls in Science, Technology, Engineering, and Math ("STEM") Career and Technical Education programs.

A grant award totaling $885,692 was awarded in August 2011, covering the period August 1, 2011 through July 31, 2013. A supplemental grant of $174,252 was awarded, extending the grant period through July 31, 2015 and bringing the total award to $1,059,944. Through June 30, 2015, grant revenues totaled $1,020,839, of which $105,073 was recognized during the year ended June 30, 2015 and $472,837 was recognized during the year ended June 30, 2014.

A grant award of $2,499,505 was awarded in September 2012, covering the period October 1, 2012 through September 30, 2017. Through June 30, 2015, grant revenues totaled $1,383,966, of which $447,291 was recognized during the year ended June 30, 2015 and $489,521 was recognized during the year ended June 30, 2014.

Grant revenues recognized for all NSF grants totaled $552,364 for the year ended June 30, 2015 and $962,358 for the year ended June 30, 2014. Grants receivable totaling $26,903 as of June 30, 2015 and $235,232 as of June 30, 2014 represents STEM Equity Pipeline Project expenditures incurred for which grant revenue had not been received as of June 30, 2015 and 2014, respectively.

4. CONTRIBUTIONS

Contributions totaled $680,156 for the year ended June 30, 2015, of which $365,000 was included in temporarily restricted net assets as of June 30, 2015. For the year ended June 30, 2015, two donors accounted for contributions totaling $270,000.

Contributions totaled $628,690 for the year ended June 30, 2014, of which $340,266 was included in temporarily restricted net assets as of June 30, 2014. For the year ended June 30, 2014, two donors accounted for contributions totaling $271,142.

5. NAPE COST SHARING AGREEMENT

The Foundation and NAPE are parties to an agreement whereby NAPE reimburses the Foundation for certain expenses paid by the Foundation. Included as a reduction in expenses are cost reimbursements received from NAPE totaling $161,321 for the year ended June 30, 2015 and $209,439 for the year ended June 30, 2014. The amount due from NAPE totaled $2,351 as of June 30, 2015 and $7,257 as of June 30, 2014.

6. LEASE OBLIGATION

The Foundation currently rents its office facilities under a lease dated December 5, 2013, covering the period January 1, 2014 through December 31, 2016. The lease shall automatically be renewed thereafter for additional terms of one year each until one of the parties to the lease gives the other party written notice of intent to terminate the lease. Such written notice must be given at least 180 days prior to the end of the term. Currently, the lease provides for monthly rental payments of $1,220. Minimum lease payments under this lease are as follows:

Fiscal Year Ended June 30	Amount
2016	$ 14,640
2017	7,320
Total	$ 21,960

Prior to 2014, the Foundation had rented its office facilities under a month-to-month lease. Rent expense under both leases totaled $17,240 for the year ended June 30, 2015, net of reimbursements received from NAPE totaling $1,537. Rent expense totaled $11,348 for the year ended June 30, 2014, net of reimbursements received from NAPE totaling $832.

7. RETIREMENT PLAN

The Foundation makes contributions to a SIMPLE (Savings Incentive Match Plan for Employees) plan for all employees earning at least $5,000 per year. The Foundation made contributions totaling $12,203 and $12,044 for the years ended June 30, 2015 and 2014, respectively.

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
EDUCATION FOUNDATION, INC.
Schedule of Functional Expenses
For the Year Ended June 30, 2015

	Program Services	Management and General	Fundraising	Total
Salaries	$ 390,079	$ 156,361	$ 9,852	$ 556,292
Payroll Taxes	34,396	8,988	742	44,126
Retirement Expense	9,160	3,043	-	12,203
Insurance - Health	34,343	11,477	-	45,820
Insurance - Workers' Compensation	4,048	-	-	4,048
Staff Training	864	-	-	864
Consultants	448,898	28,587	-	477,485
Grants	64,896	-	-	64,896
Accounting	-	8,075	-	8,075
Office Supplies and Related Expenses	18,293	8,458	-	26,751
Postage	-	6,126	-	6,126
Printing and Copying	63,554	345	-	63,899
Computer Services	-	23,082	-	23,082
Rent and Utilities	15,358	5,119	-	20,477
Telephone	-	6,809	-	6,809
Travel	187,747	10,520	-	198,267
Conferences and Seminars	-	20,620	-	20,620
State STEM Meetings	185,598	-	-	185,598
Insurance - General	-	4,069	-	4,069
Books, Dues, and Subscriptions	11,030	293	-	11,323
Marketing	17,289	-	-	17,289
Depreciation Expense	2,995	-	-	2,995
TOTAL EXPENSES	$ 1,488,548	$ 301,972	$ 10,594	$ 1,801,114

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
EDUCATION FOUNDATION, INC.
Schedule of Functional Expenses
For the Year Ended June 30, 2014

	Program Services	Management and General	Fundraising	Total
Salaries	$ 335,608	$ 133,997	$ 3,105	$ 472,710
Payroll Taxes	27,465	9,523	343	37,331
Retirement Expense	9,086	2,958	-	12,044
Insurance - Health	25,583	8,513	-	34,096
Insurance - Workers' Compensation	3,392	-	-	3,392
Staff Training	3,353	78	-	3,431
Consultants	611,790	38,648	-	650,438
Grants	119,761	-	-	119,761
Legal	-	23,595	-	23,595
Accounting	-	7,200	-	7,200
Office Supplies and Related Expenses	24,838	6,772	-	31,610
Postage	-	5,630	-	5,630
Printing and Copying	24,968	17,738	-	42,706
Computer Services	-	18,224	-	18,224
Rent and Utilities	17,259	-	-	17,259
Telephone	-	9,308	-	9,308
Travel	175,557	15,266	-	190,823
Conferences and Seminars	-	17,505	-	17,505
State STEM Meetings	330,273	-	-	330,273
Insurance - General	-	2,190	-	2,190
Books, Dues, and Subscriptions	14,771	610	-	15,381
Marketing	14,986	555	-	15,541
Depreciation Expense	1,497	-	-	1,497
TOTAL EXPENSES	$ 1,740,187	$ 318,310	$ 3,448	$ 2,061,945

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY
EDUCATION FOUNDATION, INC.
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2015

Federal Grantor / Program Title	Grant Award Number	Federal CFDA Number	Federal Expenditures: Total	Federal Expenditures: Paid to Sub-Recipients
NATIONAL SCIENCE FOUNDATION				
Education and Human Resources	DUE-1104163	47.076	$ 105,073	$ 63,708
Education and Human Resources	HRD-1203121	47.076	447,291	-
Total			$ 552,364	$ 63,708

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY EDUCATION FOUNDATION, INC.

Notes to Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2015

1. General Information:

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of National Alliance for Partnerships in Equity Education Foundation, Inc. under programs of the federal government for the year ended June 30, 2015. The information in this Schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Because the Schedule presents only a selected portion of the operations of National Alliance for Partnerships in Equity Education Foundation, Inc., it is not intended to and does not present the financial position, changes in net assets, or cash flows of National Alliance for Partnerships in Equity Education Foundation, Inc.

2. Basis of Accounting:

The accompanying Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting. The amounts reported in this schedule as expenditures may differ from certain financial reports submitted to federal funding agencies due to those reports being submitted on either a cash or modified accrual basis of accounting.

3. Relationship to Basic Financial Statements:

The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in or used in the preparation of the basic financial statements.

4. Amounts Paid to Sub-recipients:

The award budget for grant award number DUE-1104163 included budgeted costs for sub-awards; during the year ended June 30, 2015, amounts paid to sub-recipients totaled $63,708 for this grant. The award budget for grant award number HRD-1203121 contains no provision for amounts to be paid to sub-recipients.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors of
National Alliance for Partnerships in Equity
Education Foundation, Inc.
Gap, Pennsylvania

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of National Alliance for Partnerships in Equity Education Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 9, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether National Alliance for Partnerships in Equity Education Foundation, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Dreslin and Company, Inc.

November 9, 2015

DRESLIN
AND COMPANY, INC.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

To the Board of Directors of
National Alliance for Partnerships in Equity
Education Foundation, Inc.
Gap, Pennsylvania

Report on Compliance for Each Major Federal Program

We have audited National Alliance for Partnerships in Equity Education Foundation, Inc.'s compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on National Alliance for Partnerships in Equity Education Foundation, Inc.'s major federal program for the year ended June 30, 2015. National Alliance for Partnerships in Equity Education Foundation, Inc.'s major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for National Alliance for Partnerships in Equity Education Foundation, Inc.'s major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about National Alliance for Partnerships in Equity Education Foundation, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of National Alliance for Partnerships in Equity Education Foundation, Inc.'s compliance.

<u>Opinion on Each Major Federal Program</u>

In our opinion, National Alliance for Partnerships in Equity Education Foundation, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2015.

Report on Internal Control Over Compliance

Management of National Alliance for Partnerships in Equity Education Foundation, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on its major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for its major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of National Alliance for Partnerships in Equity Education Foundation, Inc.'s internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Deslin and Company, Inc.

November 9, 2015

NATIONAL ALLIANCE FOR PARTNERSHIPS IN EQUITY EDUCATION FOUNDATION, INC.

Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2015

SUMMARY OF AUDITOR'S RESULTS

Financial Statements:

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
• Material weaknesses identified?	None reported
• Significant deficiencies identified that are not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	None disclosed

Federal Awards:

Type of auditor's report issued on compliance for major programs:	Unmodified
Internal control over major program:	
• Material weaknesses identified?	None reported
• Significant deficiencies identified that are not considered to be material weaknesses?	None reported
Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?	No

Identification of Major Programs:

Federal Grantor / Program Title	Grant Award Number	Federal CFDA Number	Federal Expenditures
NATIONAL SCIENCE FOUNDATION			
Education and Human Resources	DUE-1104163	47.076	$ 105,073
Education and Human Resources	HRD-1203121	47.076	447,291
Total			$ 552,364

Dollar threshold used to distinguish between Type A and Type B programs:	$300,000
Auditee qualified as low risk auditee?	Yes

Schedule of Findings and Questioned Costs (Continued)
For the Year Ended June 30, 2015

FINDINGS – FINANCIAL STATEMENTS AUDIT

None reported.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

None reported.

National Alliance for Partnerships in Equity
Education Foundation

NAPE

Board Members 2015 – 2016 (no compensation for participation)

Judith D'Amico (4/07)(4/16)
Vice President of Development
Project Lead The Way
P.O. Box 7
Rancho Cordova, CA 95741

Patricia Elizondo (6/11)(04/18)
Senior Vice President, Global Sales
Integration—Acquisition Operations Office
Xerox Corporation
12410 Milestone Center Dr., 5th Floor
Germantown. MD 20876

Email: patricia.elizondo@xerox.com

Norman L. Fortenberry, Sc.D. (09/17)
Executive Director
American Society for Engineering Education
1818 N Street, NW, Suite 600
Washington, DC 20036

Email: n.fortenberry@asee.org

Rob Gira (04/17)
Executive Vice President
AVID Center
1261 Oak Avenue
Carlsbad, CA 92008

Email: rgira@avid.org
Asst: Barbara Soto bsoto@avid.org

Fatima Goss Graves (4/09)(4/18)
Vice President for Education & Employment
National Women's Law Center
11 Dupont Circle, NW, Suite 800
Washington, DC 20036

Email: fgraves@nwlc.org

Dennis Harden (4/10)(4/16)
(Secretary 4/16)
Coordinator of Career Education
Missouri Department of Education
205 Jefferson St., 5th Floor/PO Box 480
Jefferson City, MO 65102

Email: dennis.harden@dese.mo.gov

Lou Ann Hargrave (07/10)(04/16)
(Treasurer 7/16)

Quentin Hart (09/17)
Mayor
City of Waterloo
715 Mulberry Street
Waterloo, IA 50703

Email: Quentin.Hart@waterloo-ia.org

Gretchen Koch (04/11)(04/17)
Senior Director, Workforce Development
Programs
CompTIA
35000 Lacey Road, Suite 100
Downers Grove. IL 60515

Email: gkoch@comptia.org

Monica McManus (4/12)(4/16)
Vice President, IT Services
Lockheed Martin
6801 Rockledge Drive
Bethesda, MD 20817

Email: monica.mcmanus@lmco.com

Jane Oates (08/18)
Vice President for External Affairs
Apollo Group, Inc.
888 16th Street NW, Suite 800
Washington. DC 20006

Email: jane.oates@apollo.edu

Jocelyn Riley (4/07)(4/18)
(Vice President 4/17)
President
Her Own Words, LLC
P.O. Box 5264
Madison, WI 53705-0264

Email: jocelynriley@herownwords.com

Raelene Sanders (5/08) (4/16)
Senior Program Manager
Microsoft Corporation
15018 25th Avenue East
Tacoma, WA 98445

Jeff Weld (4/10) (4/16)
Executive Director, Iowa Governor's STEM
Advisory Council
University of Northern Iowa
214 East Bartlett Hall
Cedar Falls. IA 50614

Email: jeff.weld@uni.edu

Sandra Westlund-Deenihan (8/07)(4/16)
President-Design Engineer
Quality Float Works, Inc.
1382 Payne Road
Schaumburg. IL 60473

Email: sandy@metalfloat.com

Mary Wiberg (12/05)(4/16)
(President 4/16)
732 Bridgeside Drive
Sacramento, CA 95831

Foundation Staff:

Joyce Ayers [1]
Manager of Finance & Administration
Email: jayers@napequity.org

John Corcoran [1]
Director of Operations
Email: jcorcoran@napequity.org

Mimi Lufkin [1]
Chief Executive Officer
Email: mimilufkin@napequity.org

Meagan Pollock [2]
Director of Professional Development

Email: mpollock@napequity.org

Lisa Ransom [2]
Senior Policy Manager

Email: lransom@napequity.org

Kimber Rutt [1]
Project Coordinator
Email: krutt@napequity.org

Nancy Tuvesson [2]
Research Associate

Email: ntuvesson@napequity.org

Ben Williams [2]
Director of Special Projects

Email: bwilliams@napequity.org

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[1] located at National Office in Gap, PA
[2] works from home office

Principal Staff		Salary
Mimi Lufkin	$	143,996.00
Ben Williams	$	102,500.00
Meagan Pollock	$	8,500.00

Mimi Lufkin
91 Newport Pike, Suite 302
Gap, PA 17527

mimilufkin@napequity.org

Education

1995 M.A. / St. Mary's College, Moraga; Educational Administration

1985 M.S. / California Polytechnic State University, San Luis Obispo; Agriculture Education

1979 Single Subject Specialist Teaching Credential; Agriculture Education, Life Science

1978 B.S. / University of California, Davis; Animal Science

Employment Experience-

2003 – current **National Alliance for Partnerships in Equity Education Foundation**, Gap, PA

Chief Executive Officer. The Foundation provides funding for programs developed out of the needs of the membership of the National Alliance for Partnerships in Equity. Responsibilities as CEO includes financial management, personnel management, fundraising, program implementation, and Board development.

1995-current **National Alliance for Partnerships in Equity**, Gap, PA
Chief Executive Officer. NAPE is a consortium of state and local education and workforce development agencies providing national leadership in equity in education and workforce development. Responsibilities as CEO includes: managing the organizations budget financial assets; overseeing the development and implementation of the organizations strategic plan with the NAPE Executive Committee and Board of Directors, leading the organizations programs to support the needs of the membership; implementing the annual professional development institute, developing new programs and resources; supporting public policy efforts and serving as the organizations spokesperson.

Sept. 1993 – July, 1994
Director of Development, College of the Siskiyous, Weed, CA
Assisted administration, faculty, and staff in new program design and development. Conducted funding source research and developed grant proposals for private and public funding sources. Worked closely with other organizations throughout Siskiyou County to promote education and economic development. Marketed and developed contract education programs with local businesses, community based organizations and public agencies. Served on the President's Council and a variety of campus committees. Participated in all Board of Trustees meetings.

Executive Director, College of the Siskiyou's Foundation
Conducted Board of Directors development activities, managed Board functions, assisted Board Members in the planning, marketing and implementation of the Foundations fundraising plan. Conducted fundraising activities. Assisted the Vice President of Business Services in the

management of the Foundations fiscal accountability. Worked with the President to ensure that fundraising was aligned to the college's strategic plan.

1988-1992

Executive Director, Women's Economic Growth, Yreka, CA

Founder and Administrator of a micro-enterprise project for low-income women in Siskiyou County. Managed an annual budget of over $300,000 from private and government sources; conducted fundraising activities and grant writing; designed new programs; supervised program staff; evaluated program effectiveness; conducted Board development activities and managed Board functions; acted as a public relations liaison with the community; developed and implemented organization marketing plan.

1985-1986 **Teacher Educator, Agricultural Education Department,**
California Polytechnic State University, San Luis Obispo, CA

Taught undergraduate and graduate courses in agricultural education, supervised student teachers, Collegiate FFA Advisor, conducted in-service programs for agriculture education teachers.

1979-1985 **Agriculture Education Instructor, Department Chairperson,**
Career and Technical Education Coordinator,
Etna Union High School District, Etna, CA

Taught and developed secondary agriculture education courses, FFA advisor, managed department budget, career and technical education programs grant writer.

Consulting Experience-

1994 – 2014 **Professional Development Training**
Gave keynote and workshop presentations on a variety of education related topics across the nation. Clients have included: California Department of Education, California Community College Chancellors Office, North Dakota Department of Education, Nebraska Department of Education, Tennessee Department of Education, North Carolina Department of Education, Florida Department of Education, New York Board of Higher Education, Minnesota State Colleges and Universities, Ohio Department of Education, Michigan Department of Education, Kentucky Department of Education, Illinois Department of Education, University of Hawaii, Louisiana Department of Education, Pennsylvania State University, Virginia Department of Education. Topics have included: translating accountability data into program improvement strategies, creating equitable classrooms where all students succeed, grant writing and program development, recruitment and retention of students in nontraditional training and employment programs, gender equity in education, federal education and workforce development legislation updates and reviews, program and curriculum development in agricultural education, etc.

2000 – 03, 2004-05 **Greenwood Area School District,** Greenwood, PA
Developed a statewide assessment for students completing agricultural education programs. The results of the this assessment were to be used as part of Pennsylvania's Perkins Vocational and Technology Education Act accountability report to the U.S. Department of Education.

1997-1999 **Chambersburg Area School District**, Chambersburg, PA
Assisted the school district in conducting a comprehensive assessment and needs analysis for the agricultural education program K-12. Facilitated the review committee's meetings and assisted them in developing a plan of action for conducting program reviews and developing a set of goals and recommendations for future action. Assisted the Assistant Superintendent and Tech Prep Coordinator in developing a tech prep program in agricultural/natural resources technology.

1995-1999 **Solanco School District**, Quarryville, PA

Project Director of the "Vision for Pennsylvania Agricultural Education" project in collaboration with the Pennsylvania Department of Education, Penn. State University, Penn. Department of Agriculture and the agriculture educators of Pennsylvania. The project developed a comprehensive plan, curriculum framework, and content standards for agricultural education in Pennsylvania.

1994-1996 **College of the Siskiyous,** Weed, CA

Developed funding proposals for a variety of programs and funding sources in collaboration with the College President and the Director of Development.

1996 **Northeast Sustainable Agriculture Working Group**
Small Farm Institute, Belchertown, MA

Assisted in the development of an organizational strategic plan, pro-forma budgets and fundraising plan. Conducted foundation and corporate funder research for implementing a portion of the fundraising plan.

1995 **Porterville College,** Porterville, CA

Assisted the Director of Development in the completion of final funding proposals by reading and evaluating drafts. I have assisted the college in obtaining a USDOE Strengthening Institutions grant ($1.75 million) and an Eisenhower Math and Science grant ($750,000)

1995 **Project TEAM, Etna Union High School District,** Etna, CA

Conducted an evaluation of the technical assistance provided by Project TEAM consultants to school districts throughout California receiving federal Perkins Vocational and Applied Technology Education Act funds for sex equity and single parent programs.

1991-1993 **Project TIDE, Yreka Union High School District,** Etna, CA

As Director of Project TIDE, administered a contract with the California Dept. of Education to provide professional development activities for secondary and community college sex equity and single parent programs throughout California. Conducted over 60 workshops and conferences each year: negotiated hotel and presenter contracts, developed conference programs, managed conference registration, developed and implemented marketing and promotion plans. Personally presented at many of these conferences.

1992-1993 **Evaluation and Training Institute**, Los Angeles, CA

Provided technical assistance to community colleges receiving California Community College Chancellors Office, Carl D. Perkins Vocational and Applied Technology Education Act funding for single parent/displaced homemakers and sex equity programs.

1992-1993 **Career Vocational Education Program Certification Project, Sonoma State University,** Cotati, CA

Developed an Agricultural Education program certification system and strategies manual in cooperation with the Agricultural Education State Staff, California Department of Education.

1987-1993 **Project TEAM, Etna Union High School District**, Etna, CA

Provided technical assistance to secondary school districts receiving California Department of Education, Carl D. Perkins Vocational and Applied Technology Education Act funding for single parent/displaced homemakers and sex equity programs in Northern California.

1990-1991 **Project TIDE, Rancho Santiago Community College,** Santa Ana, CA

Assisted the project director in developing and conducting over 60 in-service programs annually for secondary school districts receiving Carl D. Perkins Vocational and Applied Technology Act funds for sex equity and single parent/single pregnant women programs.

1989-1990 **California Community College Chancellor's Office, Ag./Natural Resources, Fresno State University,** Fresno, CA

Agri. Education 2000 Project. Conducted a strategic planning process for California Community College Chancellors Office with Agriculture Instructors and representatives from the Agriculture Industry. Developed a program plan for Community College Ag./Natural Resource Programs in California to meet the employment and training needs of the industry.

1986-1989 **Solo Project, Yreka Union High School District,** Yreka, CA

Managed a program that provided pre-employment and life skills training through support groups and workshops in Siskiyou County to single parents and displaced homemakers funded by a Carl D. Perkins grant from the California Department of Education.

1986-1988 **Ag. Ed. Unit, State Dept. of Education, Chico State University,** Chico, CA

Assisted state staff in development and research of various projects related to program management of Supervised Occupational Experience Programs and the FFA.

1986-1987 **Pipeline Project, Los Angeles County Office of Education,** Downey, CA

Developed and conducted statewide management conferences for farm families and vocational agriculture teachers.

1986-1987 **State Solo Resources Project, Washington Union High School District,** Sacramento, CA

Provided technical assistance to secondary school districts receiving State Department of Education Carl D. Perkins funding for single parent/displaced homemakers and sex equity programs.

Sample Publications

Lufkin, M. 2011 *False Start: A Missed Opportunity for Women and Girls in Race to the Top.* National Alliance for Partnerships in Equity. Retrieved from http://www.napequity.org/nape-content/uploads/FalseStart_FINAL_Web-June-2011.pdf

Lufkin, M. 2010. *Nontraditional Career Preparation: Root Causes and Strategies.* Cochranville, PA National Alliance for Partnerships in Equity Education Foundation. Retrieved from http://www.napequity.org/nape-content/uploads/Root.causes.strategies9.18.09.091.pdf

Lufkin, M. 2009. Staying the Course. IEEE Women in Engineering Magazine Dec. 2009: 30-40

Lufkin, M. 2009. Eighteen Ways for Faculty to Warm Up the Chilly Climate. Association for Career and Technical Education - *Techniques*

Lufkin, M. 2008. The STEM Equity Pipeline – Five Tips for Counselors. *American School Counselors Association - School Counselor*

Lufkin, M. 2007. Gender Equity in Career and Technical Education. In *Handbook for Achieving Sex Equity through Education.* S. Klein, Ed. Baltimore, MD: The John Hopkins University Press.

Lufkin, M. 2006. *Guide for Program Improvement for Perkins IV: Nontraditional CTE Program Participation and Completion.* Washington, D.C. U.S. Dept. of Ed., Office of Vocational and Adult Education.

Lufkin, M. 2006. Leadership Matters from an Equity Perspective. *Association for Career and Technical Education - Techniques* 81(6):10-11.

Lufkin, M. 2003. Taking the Road Less Traveled. *American School Counselors Association School Counselor* 41(5):28-32.

Lufkin, M, R Sheets, and D Stevens. 2003 *Improving Performance on Perkins III Core Indicators: Summary of Research on Cause and Improvement Strategies.* Columbus, OH: National Centers for Career & Technical Education

NCWGE. 2001. *Invisible Again: The Impact of Changes in Federal Funding on Vocational Programs for Women and Girls.* Washington, D.C.: NCWGE.

NAPE and Career Communications, Inc.. 2007 – 2012. *American Careers A Parent Resource Guide: Nontraditional Careers Edition*

NAPE 2006. *Guide for Program Improvement for Perkins IV: Nontraditional CTE Program Participation and Completion.* Washington, DC. Academy for Educational Development.

NAPE and Career Communications, Inc.. 2006. *American Careers A Parent Resource Guide Nontraditional Careers Edition*

NAPE and MAVCC. 2002 *Destination Success: Tools for Improving Student Outcomes in Nontraditional Programs.* Stillwater, OK; OK Dept. of Career and Technology Education.

NAPE and MAVCC. 2001. *Taking the Road Less Traveled: Educators Tool Kit to Prepare Students for Nontraditional Careers.* Stillwater, OK; OK Dept. of Career and Technology Education. Updated 2009.

Awards

2012- STEM Connector - 100 Women in STEM

2012 - Women in Engineering ProActive Network - Educator of the Year -

BENJAMIN M. WILLIAMS, PH.D.

NAPE, 91 NEWPORT PIKE, SUITE 302, GAP, PA 17527
EMAIL: BWILLIAMS@NAPEQUITY.ORG; TEL.

PROFESSIONAL EXPERIENCE

2015-Present The National Alliance for Partnerships in Equity (NAPE)
Director of Special Projects

- Manage STEM Equity Pipeline 2.0, an NSF GSE Extension Services five-year grant to implement national, state, and local level strategies to increase the participation, persistence, and completion of girls and women in nontraditional STEM career and technical career preparation programs in 10 states; expanded from the original 12 states in STEM Equity Pipeline 1.0 (2007-2012).
- Oversee and direct Research and Evaluation within NAPE's scope of work; collaborate with university and institutional partners in short-term and long-term research projects.
- Develop grant proposals, negotiate contracts, manage budgets, and provide program evaluation and reporting.
- Develop data analysis and visualization tools to support the expansion of professional development and technical assistance programs based on data-driven decision making.
- Develop new products and programs to increase student access, educational equity, and workforce diversity, including co-authoring the *Explore Nontraditional Careers* Toolkit (released May 2015).
- Train and mentor NAPE consultants delivering professional development programs, including the Program Improvement Process for Equity (PIPE™) and Micromessaging to Reach and Teach Every Student™
- Conduct training, and present workshops, sessions, and panels at regional and national conferences, and for contracted professional development.

2011-2015 The National Alliance for Partnerships in Equity (NAPE)
Consultant and Lead Trainer

- Trained post-secondary, secondary, and middle school STEM/STEM career-technical educators, business and industry leaders, community members, and others invested in equity in STEM and CTE around the nation using NAPE's STEM Equity Pipeline Suite of Programs: PIPE-STEM™ and Micromessaging to Reach and Teach Every Student™ (Micromessaging)
- Mentor Trainer for PIPE-STEM™ and Micromessaging Programs

2008-2015 Columbus State Community College Columbus, Ohio

Coordinator, Special Projects; Ohio STEM Equity Pipeline Project Director

- Coordinated Career-Technical (Tech Prep) Recruitment Team, and oversaw administration of career-technical articulation process for career centers and comprehensive high schools in Central Ohio. Developed the proposal and structure that led to this role.
- Administrated and oversaw Carl D. Perkins Career and Technical federal grant program with annual budget of over $400,000
- Coordinated college activities and reported performance to Ohio Board of Regents and Ohio Department of Education; served on leadership advisory board to Ohio Board of Regents.
- Managed and provided deliverables for contracts with NAPE (2011-2014) and Ohio Department of Education (2011-2015); trained/provided technical assistance to 14 PIPE-STEM™ Projects, two Micromessaging Projects; and developed Counselor Training Expansion
- From 2009-2012, coordinated and facilitated Campus Visitation Program, which annually served over 1,300 students and other guests; recruited and advised prospective students at 15 area high schools and career and technical centers, facilitated Orientation and other Group Presentations.

2003-2008 Columbus State Community College Columbus, Ohio

Director, Advising Services

- Supervised, managed and led department of 37 full-time and part-time academic advisors; counselors, office associate and student associate staff.
- Led strategic directions for academic advising for new and returning students at a comprehensive community college of over 23,000 for-credit students.
- Developed and maintained $1.7 million departmental budget, including Annual Perkins Grant funding Career and Technical enrollment and academic advising.
- Assigned and delegated tasks, provided leadership and direction, resolved work problems, communicated job expectations, trained employees, and provided ongoing and annual evaluation for department staff.
- Developed, maintained and evaluated action plans for retention, improved graduation rates, greater customer service and student satisfaction.
- Collaborated with Enrollment, Academic, Technology and other services to provide innovative strategies to address the needs of new/continuing students.
- Promoted from Assistant Director in September 2004.

2000–2003 The Ohio State University Columbus, Ohio

Coordinator, Office of International Education (OIE)

- Advised international undergraduate and graduate students on F-1, J-1, other nonimmigrant visa regulations, university policy, and issues of adjusting to and navigating the University and larger community.

- Signed official Immigration and Naturalization Service (INS) and State Department documents and forms as a Designated School Official.
- Coordinated new student check-in and orientation on a quarterly basis.
- Conducted workshops, trainings, and educational programs for international students and student associates who worked in the O.I.E..
- Managed, developed, coordinated The Student Associate Program, totaling three staff and 25 students.

1999-2000 The Ohio State University Columbus, Ohio

Graduate Administrative Associate (GAA), Office of International Education

- Interviewed, hired, trained, evaluated and supervised 17 international students.
- Coordinated student staffing for new student check-in; conducted initial interviews and facilitated orientation sessions; advised international students; and assisted with planning, implementing, and evaluating major programs

1998-1999 The Ohio State University Columbus, Ohio

GAA, Graduate International and Professional Admissions

- Advised and counseled prospective international and graduate students; answered email, telephone, and in-person inquiries.
- Solved problems and referred applicants and university departments to appropriate resources associated with the application and enrollment process.

1996-1998 The Idaho Youth Ranch Rupert, Idaho

Primary Youth Counselor

- Facilitated and led "Reconnecting Youth" educational program for 8-12 teen-age residents; taught positive decision making and personal skill development.
- Supervised and guided group daily in using Positive Peer Culture Model.
- Counseled and advised individuals in setting and achieving treatment-related goals; wrote daily, weekly, and monthly treatment notes and progress updates.

TEACHING EXPERIENCE

2008-Present Castleton College Rutland, Vermont

Instructor and Course designer of Micromsesaging, PIPE, and Explore Nontraditional Careers

- Developed and piloted three new courses through a partnership between Castleton College and NAPE.
- Instructor for three sections of Micromessaging course in 2014-2015
- Designed course content, managed course logistics, and graded students.

2008-Present The Ohio State University Columbus, Ohio

Visiting Instructor, Educational Policy and Leadership (EDP&L)/Higher Education Administration

- Re-designed and taught EDP&L 815 "The Community College", a three-credit hours elective graduate course, Autumn 2011.
- Taught EDP&L 806 "Administration of Higher Education," a three-credit hour core doctoral course for the Higher Education Program, Autumn 2008
- Designed and developed lesson plans; delivered lectures, facilitated class discussions and on-line discussion boards; Graded major projects and scholarly papers for students, two of which were later published in refereed journals

2011 Franklin University Columbus, Ohio

Adjunct Instructor, Social Sciences and Humanities

- Taught HUMN 305 "Global Issues," a four-credit hour interdisciplinary course in the Social Sciences and Humanities – Spring 2011.
- Extensively used on-line course management system through discussion boards, on-line meetings, and other instructional technologies.

2008-2010 Columbus State Community College Columbus, Ohio

Adjunct Instructor, Social and Behavioral Sciences and Communication Skills

- Taught SSCI101 "Cultural Diversity," a five-credit hour interdisciplinary course in the Social Sciences - SP 2008; AU 2009; WI 2010; SU 2010.
- Constructed three exams quarterly; graded exercises, projects and exams in a timely manner; extensively utilized Blackboard Course Management tool for assignments, study guides, and collaborative group projects.

1993-1996 Japan Exchange Teaching (JET) Program Tsu City, Japan

Assistant English Teacher

- Taught conversational English to 1300 Japanese high school students.
- Designed curriculum to develop public speaking skills and conversational proficiency; advised students on study abroad opportunities.
- Trained foreign and Japanese teachers in team-teaching strategies.
- Coordinated local orientations for new J.E.T. Program participants; designed and facilitated training sessions at regional and national conferences.
- Organized new international community service event: The Terry Fox Run.

PUBLICATIONS

Williams, B.M. (2014). Using research- and evidence-based strategies to increase access and gender equity in STEM: The STEM Equity Pipeline Project. In J.L. Wood & R.T. Palmer (Eds.), *STEM Models of Success: Programs, Policies, and Practices in the Community College.* Charlotte, NC: Information Age Publishing, Inc.

Ireland, S.M-Y & Williams, B. (2014). Volunteers for Service Learning (A Case Study). In J.L. Wood & C. Nevarez (Eds.) *Ethical Leadership and the Community College: Paradigms, Decision-Making, and Praxis.* Charlotte, NC: Information Age Publishing, Inc.

Berry, T. & Williams, B. (2011). Nursing study tables: An effective strategy for improving performance and retention of first-year nursing students at a comprehensive community college. National Career Pathways Network Connections, 21, 1. Waco, TX: CORD. Online at http://www.cordonline.net/connections/21_1.

EDUCATION

2006 The Ohio State University Columbus, Ohio
Ph.D., Educational Policy & Leadership.

Specialization: Higher Education and Student Affairs Administration.

- Dissertation: Expanding perceptions of self and other through study abroad. Awarded as "Dissertation of the Year" for Department of Higher Education and Student Affairs in the School of Educational Policy and Leadership 2006-2007. Nominated for Dissertation of the Year, Association for the Study of Higher Education (ASHE).
- Porterfield-Dickens Award for Graduate Student Research, SPA Program, College of Education, The Ohio State University, 2006.

2000 The Ohio State University Columbus, Ohio
M.A., Higher Education and Student Affairs Administration.

- Thesis: Type, Knowing Style and Gender through the Experience of Asian International Students in the U.S.

1993 Wheaton College Norton, Massachusetts
BA., Psychology and Philosophy (*Magna Cum Laude*)

- Honor's Thesis: Academic Misconduct in an Honor Code System
- Member, Phi Beta Kappa National Honors Society; Psi Chi, National Honors Society for Psychology
- Holcombe M. Austin Prize in Philosophy, Wheaton College, 1993

Meagan Pollock, PhD

EDUCATION

Doctor of Philosophy, Engineering Education, Purdue University, West Lafayette, IN (2014)

- National Science Foundation Graduate Research Fellowship, 2011-2014 ($30K/year)
- Purdue Ross Graduate Fellowship, 2009-2010

Master of Science, Electrical Engineering, Texas Tech University, Lubbock, TX (2007)

- Program for Semiconductor Product Engineering Fellowship, 2006-2007, ($9K/semester)

Bachelor of Science, Computer Science, Texas Woman's University, Denton, TX (2004)

- Honors Scholar Program Graduate, Texas Woman's University, 2001 - 2004
- Texas Instruments Women In Engineering Fellowship, 2001-2004 ($7K/semester)
- Texas Woman's University Presidential Scholarship, 2001-2004 (Full scholarship)

Associate in Applied Sciences, Management, Dallas County Community College, Dallas, TX *(in progress)*

DISSERTATION & THESIS ACTIVITY

Pollock, Meagan. (2014). *Multiple Case Study Analysis of Young Women's Experiences in High School Engineering.* PhD Engineering Education, Purdue University, Lafayette, IN. Advisor: Dr. Monica Cardella.

Pollock, Meagan. (2007). *Permeation & Diffusion of Moisture through the Window Bondline Adhesive for the Digital Micromirror Device.* MS Electrical Engineering, Texas Tech University, Lubbock, TX. Advisor: Dr. Richard Gale.

PROFESSIONAL EXPERIENCE

- ***Director of Professional Development*** (08/14 – present)
  National Alliance for Partnerships in Equity, Gap, PA
- ***Consultant, President*** (2008 – present)
  Engineering Equity into Education, Dallas, TX

  Key Clients: Scientific Minds LLC, National Alliance for Partnerships in Equity, High Tech High Heels, Tegwin Pulley Inc., Texas Instruments Education Technology, Learning.com
- ***Graduate Research Assistant*** (09/09 – 12/10)
  Purdue Institute for P-12 Engineering and Research Institute, West Lafayette, IN
- ***Summer Projects Manager*** (4/09 – 08/09)
  Purdue Institute for P-12 Engineering and Research Institute, West Lafayette, IN
- ***Product Development Engineer*** (10/07 – 03/09)
  Texas Instruments, Digital Light Processing, Dallas, TX
- ***Product Development Engineer*** [Co-op] (1/07 – 07/07)
  Texas Instruments, Digital Light Processing, Dallas, TX

- ***Product Marketing Engineer*** [Co-op] (08/03 - 05/04)
  Texas Instruments, Linear Amplifiers, Tucson, AZ
- ***Product Marketing Engineer*** [Co-op] (06/02 - 07/02)
  Texas Instruments, Audio Power Amplifiers, Dallas, TX
- ***English as a Second Language Live-in Tutor*** (07/05 - 12/05)
  Málaga, Spain
- ***Web Architect*** (07/04 - 12/04):
  Content Solutions, Denton, TX
- ***Research & Teacher's Assistant*** (01/02 - 05/03)
  Texas Woman's University, Denton, TX

TRAINING & CERTIFICATIONS

- Management Certificate, Dallas County Community College (in progress)
- Certified Educational Equity Instructor, National Alliance for Partnerships in Equity
- Leadership Pipeline Class, a program of Leadership Women, 2012
- Purdue University Applied Management Principles Program, 05/10
- University of Málaga, Spain, Intensive Spanish Language Course, (30 hours/week; 8 weeks), 2005

LEADERSHIP & SERVICE

Advisory Boards

- Advisory Panel of Influential Educators, SmartBrief Education, *selected*, 2016 – present
- Ad Hoc Committee on STEM Programming, National Association for College Admission Counseling, *selected*, 02/2015 – present
- Advisory Board, Little Cypress Mauriceville High School STEM Academy, *selected*, 2014 – present
- Advisory Board, STEM Jobs Magazine, by Victory Media, *selected*, 2014 – present

Review Panels

- Reviewer for the Journal for Engineering Education, *volunteer*, 2015 – present
- Review Panelist, National Science Foundation Innovative Technology Experiences for Students and Teachers, *selected*, year disclosed
- Reviewer for American Society for Engineering Education (ASEE), *volunteer*, K-12 and Precollege Division, 2012 – present
- Reviewer for Journal Pre-College Engineering Education Research, *volunteer*, 2010 – 2011

National Committees

- Member of Executive Board, American Society for Engineering Education (ASEE) Precollege Engineering Education Division, *elected*, 4/2015 – present
- Publications Editor, American Society for Engineering Education (ASEE) Precollege Engineering Education Division, *appointed*, 1/2016 – present
- Chair of Branding Committee, American Society for Engineering Education (ASEE) Precollege Engineering Education Division, *selected*, 6/2015 – present
- Planning Committee for American Society for Engineering Education (ASEE) K-12 Annual Workshops, *volunteer*, 2013 – present
- Leadership Team, Big Beacon: A Movement to Transform Engineering Education, 2012 – 2014

Mentoring and Student Advising

- Academic Coaching/Mentor, Purdue University Women in Engineering Program, 2015 – present
- Volunteer Speaker, Mentor and STEM Role model for students, *volunteer and selected*

Early Career

- STEM Career Workshop Director, Women of TI Fund, 2008 – 2012
- Co-President, Purdue School of Engineering Education Graduate Student Association, *elected*, 2010
- Steering Team Member, TI New Employee Initiative, 2008
- Steering Team Member, TI Women's Initiative, Committee Chair, 2008
- Committee Chair, National Women's Museum Fundraising Event, *selected*, 2008
- Co-Captain, Texas Tech Iron Raiders Powerlifting Team, 2006
- President, Association of Computing Machinery, TWU, *elected*, 2002-2003

PRESENTATIONS, TALKS, & TEACHING EXPERIENCE

Since 2008, I have delivered over one hundred educator professional development workshops, as well as numerous invited speeches, keynote addresses, webinars, and conference presentations on topics of educational equity, engineering education, underrepresentation in STEM, and careers in STEM.

Specifically, in 2015, I logged 160 direct hours of invited teaching or speaking engagements.

Notable invited talks from 2015:

- *"Unlock the Status Quo: Release a Whole New Engineer,"* Engineers Without Borders Canada National Conference, Montreal, CA, 1/16/15
- *"Inspiring Future Engineers: Strategies for effective and influential role models,"* Northeast Texas Society of Professional Engineers, Bonham, TX, 1/8/15
- Keynote, *"Building Courage to Challenge the Status Quo,"* Explore Nontraditional Careers Conference, Albuquerque Public Schools, 9/22/15
- Keynote, *"Design Your World,"* Society of Women Engineers Design Your World Conference, Dallas, Texas, 3/28/15
- *"Micromessaging to Reach and Teach Every Student™,"* FIRST Robotics Regional Directors Training, Manchester, NH, 6/11/15
- *"Mighty Micromessages for Student Success,"* AVID National Conference, San Diego, CA, 12/12/15

PUBLICATIONS

Thompson, Julia and Pollock, Meagan (2016 – not released). *PBLs for Equity Toolkit.* NAPE. Gap, PA.

Brown, Michelle and Pollock, Meagan (2016 – not released). *Growth Mindest for Equity Toolkit.* NAPE. Gap, PA.

Williams, Ben and Pollock, Meagan (2015). *Explore Nontraditional Careers Toolkit.* NAPE. Gap, PA.

Pollock, Meagan (2013). *Explore STEM Careers Toolkit.* NAPE. Gap, PA.

Dorie, Brianna; Jones, Tamecia; Pollock, Meagan; and Cardella, Monica (2014). *Parents as Critical Influence: Insights from five different studies.* Proceedings for the 121st American Society for Engineering Education Annual Conference. Indianapolis, IN.

Pollock, Meagan (2013). *Engineering Educators in Industry: a Case Study of a Doctoral Internship.* Proceedings for the 120th American Society for Engineering Education Annual Conference. Atlanta, GA.

Pollock, Meagan (2013). *Equipping an Army of Ambassadors: A Workshop Model for a STEM Career Speaker's Bureau.* Proceedings for the 120th American Society for Engineering Education Annual Conference. Atlanta, GA.

Pollock, Meagan (2013). *Attracting Future Engineers: Best Practices from K-12 Counselor Professional Development,* 2008-2012. Proceedings for WEPAN's 24th National Conference. Atlanta, GA.

Ross, Meagan. (2012). *PK-12 Counselors Knowledge, Attitudes, and Behaviors related to Gender and STEM.* Proceedings for the 119th American Society for Engineering Education Annual Conference, San Antonio, Tx.

Ross, Meagan (2012). *K-12 Engineering Education Market Needs and Analysis for Texas Instruments Education Technology.* A White Paper from a commissioned research study. Dallas, TX.

Ross, Meagan. (2011) *Preparing Counselors to Advocate STEM Careers: A Professional Development model for K-12 Counselors.* Proceedings for 118th American Society for Engineering Education Annual Conference. Vancouver, B.C.

Ross, Meagan and Fosmire, Michael. (2011) *Lifelong learning and information literacy skills and the first year engineering undergraduate: Report of a self-assessment.* Proceedings for 118th American Society for Engineering Education Annual Conference. Vancouver, BC.

Wertz, Ruth and Ross, Meagan. (2011) *Assessing Engineering Students' Information Literacy Skills: An Alpha Version of a Multiple-Choice Instrument.* Proceedings for 118th American Society for Engineering Education Annual Conference. Vancouver, BC.

Ross, Meagan. (2011). *Integrated STEM Education: Pairing Engineering is Elementary and Learning.com.* A White Paper prepared for Learning.com. Portland, OR.

Pollock, Meagan. (2008). *Atomic Layer Deposition as a Moisture Barrier in Wafer Level Packaging of a MEMS Device.* Paper presented at the TI MEMS Symposium, Dallas, TX.