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Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul Leather
Deputy Commissioner of Education
Tel. 603-271-3801

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

May 30, 2013

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

100% Federal Funds

REQUESTED ACTION

Authorize the Department of Education, Division of Instruction to renew the contract with Jane Bergeron-Beaulieu, Litchfield, NH (vendor code 152302), previously approved by Governor and Council on October 3, 2012, Item #58, to provide technical assistance to New Hampshire schools and districts regarding State priorities: curriculum, instruction and assessment; school improvement; and innovation. This contract will be in effect upon Governor and Council approval for the period beginning July 1, 2013 through June 30, 2014, pending legislative approval of the next biennium budget, in an amount not to exceed \$40,000.00. Source of funds is 100% Federal Funds.

Funding for this request is available as follows:

	<u>FY14</u>
06-56-56-563010-32610000-072-509073 Department of Education, Title I-A 10003(a)	\$30,000.00
06-56-56-563010-21830000-102-500731 Department of Education, Title II-A Redistribution Fund	\$10,000.00

EXPLANATION

The New Hampshire Department of Education is mandated, under the Elementary and Secondary Education Act, Title I, Part A, to provide support and technical assistance to schools and districts that are in need of improvement. The use of liaisons aids the Department in providing the necessary activities designed to support school improvement.

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
May 30, 2013
Page Two

The Department of Education would like to renew the contract with Jane Bergeron-Beaulieu in order to allow her to continue providing technical assistance to the Lakes Region of the state. Her extensive background and expertise in the field of Special Education has been a true asset to the Department. She has built a strong relationship with the schools and districts within her region. She has more than met all expectations of the job. We would be very pleased to be able to continue this contract.

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

Respectfully submitted,



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

VMB:dc:emr

Subject: Regional Liaison- Lakes Region

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 Integrated Programs		1.2 State Agency Address 101 Pleasant Street, Concord, New Hampshire 03301	
1.3 Contractor Name Jane Bergeron-Beaulieu		1.4 Contractor Address 73 Charles Bancroft Highway, Litchfield, NH 03052	
1.5 Contractor Phone Number 603-598-4533	1.6 Account Number See Exhibit B	1.7 Completion Date June 30, 2014	1.8 Price Limitation \$40,000.00
1.9 Contracting Officer for State Agency Deborah Connell, Administrator, Bureau of Integrated Progra		1.10 State Agency Telephone Number 603-271-3769	
1.11 Contractor Signature <i>Jane Bergeron-Beaulieu</i>		1.12 Name and Title of Contractor Signatory Jane Bergeron-Beaulieu	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Hillsborough</u> On <u>05/24/2013</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace <i>Donna Anderson</i> [Seal]		DONNA ANDERSON, Notary Public My Commission Expires September 9, 2014	
1.13.2 Name and Title of Notary or Justice of the Peace			
1.14 State Agency Signature <i>Virginia M. Barry</i>		1.15 Name and Title of State Agency Signatory Virginia M. Barry, Ph.D., Commissioner of Education	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: <i>Karen Hutchins</i> Director, On: <u>6-4-13</u>			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>[Signature]</i> On: <u>6/4/13</u>			
1.18 Approval by the Governor and Executive Council By: On:			

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

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

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

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

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

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

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

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

7. PERSONNEL.

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

8. EVENT OF DEFAULT/REMEDIES.

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

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

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

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

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

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

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

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

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

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

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

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

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

14. INSURANCE.

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

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

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

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

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

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

15. WORKERS' COMPENSATION.

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

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

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

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

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

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

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

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

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

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

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

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

Contractor Initials JBD
Date 5-24-13

EXHIBIT A

SCOPE OF SERVICES

Jane Bergeron-Beaulieu will provide the following services to the New Hampshire Department of Education and New Hampshire schools and districts, effective upon Governor and Council approval for the period beginning July 1, 2013 through June 30, 2014:

- Assist the Bureau with activities designed to support school improvement, to include training and coaching for Title I-A Schools in Need of Improvement using the *Steps to Success* on-line self-assessment tool and provide technical assistance and professional development based on identified needs;
- Design, schedule and implement presentations designed for Title II-A school district personnel and partners based on self-assessments and identified needs as applicable;
- Assist the Bureau with activities designed to advance knowledge of the common core; college and career ready standards and assessment in the field;
- Assist the Bureau with activities designed to support the development of competencies, student learning objectives and competency-based assessments;
- Provide technical assistance to school districts regarding data analysis and utilization of data for instruction and program improvement purposes;
- Provide leadership to advance innovation in instruction and assessment;
- Provide leadership to advance the formation of regional school improvement networks;
- Provide technical assistance to districts regarding policies and procedures that meet federal and/or state guidelines;
- Participate in Bureau meetings periodically to share information as required; and
- Attend other assigned meetings that support the New Hampshire Department of Education initiatives.

REPORTING

Ms. Bergeron-Beaulieu will provide the Bureau of Integrated Programs reports that detail the technical assistance activities provided and the data documenting the results of these activities.

One, or more, of the following reports may be required by the Bureau Administrator:

- Preliminary Report: report detailing needs assessment results and the initial status of the party to whom the technical assistance is being provided;
- Progress Reports: reports detailing the progress and current status of the party to whom technical assistance is being provided; and
- Final Report: report detailing the status of the party upon completion of the technical assistance activities.

JB13
Contractor
Initials

5-24-13
Date

EXHIBIT B

Budget

Budget (July 1, 2013 through June 30, 2014)

Professional services (\$50.00 per hour) not to exceed	\$40,000.00
06-56-56-563010-21830000-102-500731	\$10,000.00
06-56-56-563010-32610000-072-509073	\$30,000.00
Total	\$40,000.00

Method of Payment: Payments shall be made on invoices submitted monthly accompanied by a description of services for that period. Please submit invoices to:

Deborah Connell, Administrator
Bureau of Integrated Programs
NH Department of Education
101 Pleasant Street
Concord, NH 03301

JBL
Contractor
Initials

5-24-13
Date

EXHIBIT C

Authorize the Department of Education to waive the insurance section of the agreement; Section 14, 14.1, and 14.1.1.

Contractor will carry appropriate levels of personal automobile insurance during the term of this contract, per the coverage levels set forth in the attached State Farm Mutual Insurance Company's Policy Number 049 7370-E14-29A.

3BR
Contractor
Initials

5-24-13
Date

Jane M. Bergeron-Beaulieu

75 Charles Bancroft Highway ♦ Litchfield NH 03052 ♦ jbergero@seresc.net
Home (603) 598-4533 ♦

Profile

Motivated visionary leader who is passionate about helping others grow to reach their fullest potential, who values intellectual growth, continued education, the opportunity to be of service, and has an affinity for working with educational communities at local, state and national levels.

Organized and efficient educator with proven ability for systemic thinking, collaborative goal setting, establishing nonnegotiable expectations for accountability, using data to inform decisions and successful fiscal management of budgets and statewide initiatives.

Effective and skilled communicator who listens and observes with empathy, has strong written and verbal presentation skills, the ability to solicit and promote partnerships, successfully work with a wide range of stakeholders from diverse backgrounds and the ability to foster healthy organizational culture.

Flexible and versatile individual with strong people orientation able to maintain a sense of humor and diplomacy in demanding environments, excellent team building skills, ability to inspire and motivate and easily adapt to the changing needs of organizations.

Professional Skills

- ♦ Shared Leadership
- ♦ High Degree of Integrity
- ♦ Motivated and Confident
- ♦ Values Cultural Diversity
- ♦ Organized and Articulate
- ♦ Encourages Constructive Challenge

Professional Experience

Present Adjunct Faculty Member and Supervisor of Student Teachers
Plymouth State University, Southern New Hampshire University, and
Granite State College

Present Education Consultant

New Hampshire Department of Education, Lakes Region Liaison
Represent the NHDOE in the Lakes Region as:

- Communicator/Networker
- Relationship manager
- Problem solver
- Promoter and supporter in the implementation of large scale NHDOE Initiatives
- Professional developer in the areas of leadership, teacher & leader supervision/evaluation, special education, common core curriculum standards, use of data, and school improvement

Southeastern Regional Education Service Center, Inc.(SERESC), Bedford, NH

Leadership and oversight in developing and implementing NHDOE Special Education Program Approval and Improvement Process:

- Establishment of strategic planning, goal setting and monitoring of the project
- Supervision and provision of support to management team of nine consultants
- Developed and maintained a strong partnership with the New Hampshire Department of Education, SAUs and Private Special Education Schools in interpreting and analyzing state and federal special education laws and regulations
- Grant writing, planning, administering of all aspects of project
- Budget development, fiscal accountability for \$750,000 annual grant
- Provide support and consultation to SAUs and NH Private Special Education Schools
- Author and developer of all NHDOE Special Education Program Approval Handbooks, and related program approval materials
- Coach and mentor to special education directors
- Provision of consultation to private and public schools in the development of alternative schools
- Maintain and oversee special education compliance data for the New Hampshire Department of Education

Additional SERESC Consultation, facilitation and oversight to several statewide initiatives:

- Member of SERESC Leadership Team: Co-Facilitator of Mission/Vision Development
- School Improvement Grant (SIG) Coordination, Leadership Coach and Restructuring Coordinator, Farmington School District
- Program Evaluations, Strategic Planning, Leadership Training, Retreat Facilitator
- Charter School Evaluations
- Director, DHHS Standardization Project
- Director, SERESC Lab School
- Co-Director SERESC Project RISE
- SINI/DINI Facilitator
- Director, NHDOE Education Surrogate Parent Program
- Best Schools Initiative Facilitator

Education Consultant to Child Health Services (CHS), Manchester NH

Provided support, consultation to pediatricians, social workers, families related to education issues. Acted as liaison to Manchester School District and CHS, providing consultation to staff and administration, student and classroom observations, acted as a resource to the schools and CHS

Principal/Assistant Principal/Special Education Coordinator

Frisbee Middle School, Kittery, Maine; Jaffrey-Rindge Middle School, Con-Val School District, NH, Henry W. Moore Elementary School, Candia, NH

Instructional leader responsible for developing, implementation and oversight of curriculum, instruction and assessment, supervision and evaluation of all staff, budget development, oversight of all aspects of special education, established and maintained positive school and community relations

American School of Kuwait, Kuwait,

Special Education Consultant, responsible for design of special education programming, budget development, recruitment of staff, professional development,

consultation to staff and administration as well as direct instruction to students with disabilities.

Henry W. Moore Elementary School, Candia, NH
Resource Room Specialist/Special Education Coordinator

Presentations

Guest Presenter:

New Hampshire Department of Education
Various NH School Districts
Attorney General's Conference on Child Abuse and Neglect
New England League of Middle Schools
New Hampshire Association of School Administrators
New Hampshire Special Education Administrators Association
New Hampshire Peer Assisted Leadership Program, Trainer

Education

Notre Dame College,
M.Ed. School Administration and Supervision

Keene State College,
B.S. Special Education and Elementary Education; Minor in English

Certifications: Principal K-12, Special Education Administrator, Elementary Education K-8, and General Special Education, K-12

Professional Affiliations

New Hampshire Staff Development Council, Past President and Board of Directors
Learning Forward (formerly National Staff Development Council)
New Hampshire School Administrators' Association
New Hampshire Association of Special Education Administrators
Phi Delta Kappa
Association of Supervision and Curriculum and Development

Recognition and Honors

New Hampshire School Building Authority, appointed by Governors Shaheen, Benson and Lynch
Offered position as Education Advisor to Governor Shaheen
Recognition Award: Dedication to Child Health Services

Public Service

Litchfield Historical Society
Litchfield Women's Club, Past President
Waterville Valley Athletic and Improvement Association, Secretary, Board of Directors
Tyler Spring Townhouse Association, Waterville Valley, Board of Directors, Past President

Margret A. Rey Arts and Science Center, Waterville Valley, Member
Waterville Valley Adaptive Ski Program, Sponsor

Customer name: JANE M BERGERON-BEAULIEU
 Address: 75 CHARLES BANCROFT HWY
 LITCHFIELD, NH 03052-2600
 Policy: ()
 Status: ()

Company: SF Mutual
 Servicing Agent: DENISE MCCARTHY
 Eff date: 05-14-2013 to 11-14-2013
 Description: LEXUS

SF

Coverage Details

The premium amounts shown reflect a six-month policy term.

Code	Description	Amount
A	Liability Coverage	1
	Bodily Injury Limits	
	Each Person, Each Accident	
	\$100,000 \$300,000	
	Property Damage Limit	
	Each Accident	
	\$100,000	
C	Medical Payments Coverage	
	Limit - Each Person	
	\$10,000	
D	Comprehensive Coverage - \$100 Deductible	
G	Collision Coverage - \$250 Deductible	
H	Emergency Road Service Coverage	
R1	Car Rental and Travel Expenses Coverage	
	Limit - Car Rental Expense	
	Each Day, Each Loss	
	80% \$500	
U	Uninsured Motor Vehicle Coverage	
	Bodily Injury Limits	
	Each Person, Each Accident	
	\$100,000 \$300,000	
Total:		

Vehicle Details

Year:
 Make: LEXUS
 Model:
 Body Style: 4DR
 VIN:

 MSRP base: 0.00
 MSRP additional equip: 0.00

Odometer Information

Odometer reading: 10

Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144



FOR INFORMATION ONLY

G & C Letter # _____

G & C Date 10-3-12

APPROVED: _____

Page # _____

Item # 58

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-338-9900

August 24, 2012

His Excellency Governor John H. Lynch
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

1. Authorize the Department of Education, Division of Instruction to contract with Jane Bergeron-Beaulieu, Litchfield, NH (vendor code 152302) to provide technical assistance to New Hampshire schools and districts regarding State priorities: curriculum, instruction and assessment; school improvement; and innovation. This contract will be in effect from the date of Governor and Council approval through June 30, 2013, in an amount not to exceed \$37,500.00. Source of funds is 100% Federal Funds.

Funding for this request is available as follows:

06-56-56-563010-21830000-102-500731
Department of Education, Title II-A State Activities

FY13
\$12,500.00

06-56-56-563010-32610000-072-509073
Department of Education, Title I-A 10003(a)

\$25,000.00

2. Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein and pending legislative approval of the next biennium budget.

EXPLANATION

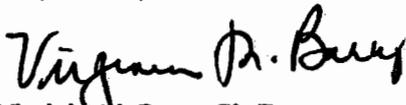
A Request for Proposals was developed and was posted on the Department website. The Department was seeking individuals with specific expertise and experience to assist with activities designed to support school improvement. The selected individuals would assist the Department in advancing the knowledge of the common core, college and career ready standards and assessment in the field, and provide leadership to advance innovation in instruction and assessment.

His Excellency Governor John H. Lynch
and the Honorable Council
August 24, 2012
Page Two

The Department of Education would like to contract with Jane Bergeron-Beaulieu to provide technical assistance to the Lakes Region of the state. Jane Bergeron-Beaulieu has a M.Ed. in School Administration and Supervision from Notre Dame College (1986). She has served as a Special Education Coordinator, Assistant Principal, Principal, and most recently as an Education Consultant. She has developed and maintained a strong partnership with the Department of Education, SAUs and private special education schools in interpreting and analyzing state and federal special education laws and regulations. She has the expertise and interpersonal skills necessary to successfully work with schools and districts in order to facilitate school and district improvement.

The proposal was received, reviewed and rated using a scoring rubric by an evaluation team appointed by the Commissioner of Education. The team, consisting of the Title I Director for the Bureau of Integrated Programs, a Teacher from the Milton School District, an NEA Member, and the Title Coordinator for the Manchester School District, interviewed the applicant and confirmed her qualifications in the interview. The team highly recommended this candidate.

Respectfully submitted,



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

VMB:dc:emr

Subject:

Regional Liaison

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 Integrated Programs		1.2 State Agency Address 101 Pleasant Street, Concord, New Hampshire 03301	
1.3 Contractor Name Jane Bergeron-Beaulieu		1.4 Contractor Address 73 Charles Bancroft Highway, Litchfield, NH 03052	
1.5 Contractor Phone Number 603-598-4533	1.6 Account Number See Exhibit B	1.7 Completion Date June 30, 2013	1.8 Price Limitation \$37,500.00
1.9 Contracting Officer for State Agency Deborah Connell, Administrator, Bureau of Integrated Programs		1.10 State Agency Telephone Number 603-271-3769	
1.11 Contractor Signature <i>Jane Bergeron-Beaulieu</i>		1.12 Name and Title of Contractor Signatory Jane Bergeron-Beaulieu	
1.13 Acknowledgement: State of <u>N.H.</u> , County of <u>Hillsborough</u> On <u>7-9-12</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace [Seal] <i>Jeffrey Wallace, Justice of the Peace</i>			
1.13.2 Name and Title of Notary or Justice of the Peace <i>Jeffrey Wallace Justice of the Peace</i>			
1.14 State Agency Signature <i>Virginia M Barry</i>		1.15 Name and Title of State Agency Signatory Virginia M. Barry, Ph.D., Commissioner of Education	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: <i>Karen D Hatcher</i> Director, On: <u>9-11-12</u>			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>[Signature]</i> On: <u>9/13/12</u>			
1.18 Approval by the Governor and Executive Council By: _____ On: _____			