

16 JB



Nearly \$2 Billion and Counting for our Schools

GOVERNOR Christopher T. Sununu
CHAIRMAN Debra M. Douglas
COMMISSIONER Paul J. Holloway
COMMISSIONER David L. Gelinis
EXECUTIVE DIRECTOR Charles R. McIntyre

December 4, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The New Hampshire Lottery Commission requests to place an item on the Consent Calendar.

The New Hampshire Lottery Commission requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$928.00 in FY 2018 as follows:

INSTITUTION:	New Hampshire Technical Institute 25 Hall Street Concord, NH 03301
COURSES:	Intermediate Accounting II
COURSE DATES:	January 16, 2018 – May 4, 2018
EMPLOYEE:	Tiffani McIntosh Accountant III
ACCOUNT:	Funds to be encumbered from New Hampshire Lottery Commission, Lottery Division Account FY 18: 06-083-083-830013-20280000 Training 066-500544
TOTAL COURSES COST:	\$928.00
STATE SHARE:	\$928.00
SOURCE OF FUNDS:	Lottery Fund



Live Free or Die

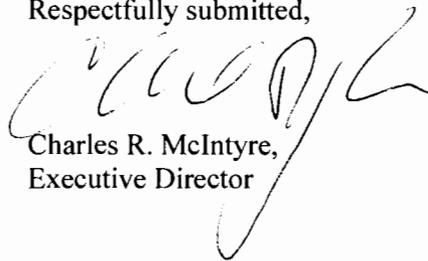
New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

EXPLANATION

We request permission for Tiffani McIntosh to participate in Intermediate Accounting II, offered at New Hampshire Technical Institute. As an Accountant III, Tiffani is responsible for general ledger account reconciliations; assisting the Lottery Chief Financial Officer in preparing the agency's budget; and participating in agency audits. This class will focus on facets of asset management, investments, liabilities, and securities; with further study of corporations, revenue, and leases. We are confident that this program will advance her professional capabilities, as well as directly benefit the agency.

Respectfully submitted,



Charles R. McIntyre,
Executive Director

CRM:cn
Attachments



Live Free or Die

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Over \$1.7 billion to education

EDUCATION TUITION AGREEMENT

Agreement dated this 4th day of December 2017 by and through the New Hampshire Lottery Commission (hereinafter referred to the "State" and Tiffani McIntosh hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay to the named institution the sum of 928.00, which monies shall be used for the purpose of enrolling the Recipient in: Intermediate Accounting II, which course(s) are being offered by NH Technical Institute and which course (s) shall commence on January 16, 2018 and terminate on May 4, 2018.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the recipient fail to complete or achieve a grade of B or better in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue to be an employee of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of 12 months.
5. Should the recipient breach any of the conditions set forth in the paragraphs above, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course (s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
6. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
7. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representative of the State, in his/her official capacity only, and without personal liability, and the Recipient, has hereunto set their hands on the date first above written.

Tiffani McIntosh
RECIPIENT

[Signature]
EXECUTIVE/DEPUTY DIRECTOR

STATE OF NEW HAMPSHIRE COUNTY OF _____

On this the 4th day of December, 2017 before me, Candy S. Burke the undersigned officer, personally appeared, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal.

Candy S. Burke
Notary Public/Justice of the Peace

CANDY J. BURKE, Notary Public
State of New Hampshire
My Commission Expires October 26, 2021



REQUEST FOR TUITION ASSISTANCE

Employee

Name: Tiffani McIntosh

Title: Accountant III

Educational Institution

Name: NHTI

Address: 31 College Dr. Concord, NH 03301

Course Information

Title: Intermediate Accounting II

Credit Hours: 4

Dates From: 1/16/18 To: 5/4/18

Cost: \$928.00

Description:

A study of accounting principals dealing with asset acquisition and retirements, long term investments, current and contingent liabilities, debt securities and equity securities, capital structure of corporations, revenue recognition, and leases.

Justification and job relevance:

This class is the second part to my current class, Intermediate Accounting I. Taking this class will continue to strengthen my knowledge of accounting and how it applies to my every day work.

I have read the Education Tuition Assistance Document (Current as of 12/1/14) and agree to the terms.

Employee Signature: Tiffani McIntosh Date: 12/1/17

Approvals

Supervisor: [Signature]

Deputy/Executive Director: [Signature]

Governor & Council: _____