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Nearly \$2 Billion and Counting for our Schools

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

January 13, 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 \$2,592.00 as follows:

- INSTITUTION:** Online
Southern New Hampshire University
2500 N. River Road
Manchester, NH 03106
- COURSES:**
 - a. Intermediate Accounting III
 - b. Introduction to International Business
 - c. Operations Management
- COURSE DATES:**
 - a. March 6, 2017 – May 2, 2017
 - b. May 8, 2017 – July 7, 2017
 - c. May 8, 2017 – July 7, 2017
- EMPLOYEE:** Sandy Goulet
Agency Audit Manager
- DISTRIBUTION CODE:** Funds to be encumbered from the following account:
New Hampshire Lottery Commission, Lottery Division
06-083-083-830013-10290000
Training 066-500544
- TOTAL COURSES COST:** \$2,592.00
- STATE SHARE:** \$2,592.00
- 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

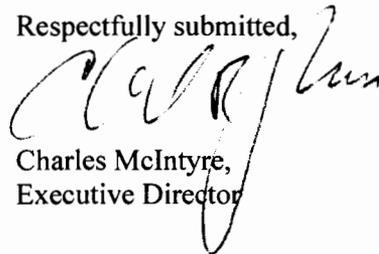
His Excellency, Governor Christopher T. Sununu
and the Honorable Council

EXPLANATION

Sandy Goulet, Agency Audit Manager, wishes to participate in the three courses listed above, offered online through Southern New Hampshire University. The Intermediate Accounting III class will further develop her knowledge and improve her output of complex accounting and reporting to the agency, charitable organizations, and the Federal government. The Introduction to International Business course provides a foundation for working with entities outside of the United States, which will be beneficial in our agency's dealings with firms located in Canada, Aruba, and other countries. Participation in the Operations Management program will round out her skills as an administrator and manager, as well as prepare her to take on such tasks as redesigning and improving the agency's audit program.

We are confident that this suite of courses will strengthen Sandy's abilities to perform a wider range of duties for the New Hampshire Lottery, from conducting intricate accounting-related tasks, to interacting and representing the State in the global marketplace, to improving the workflow and productivity of her department.

Respectfully submitted,



Charles McIntyre,
Executive Director

CM:cn
Enclosures



Over \$1.7 billion to education

EDUCATION TUITION AGREEMENT COLLEGE FOR AMERICA

Agreement dated this 13th day of January, 2017 by and through the New Hampshire Lottery Commission (hereinafter referred to the "State" and Sandy Goulet hereinafter referred to as the "Recipient").

The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay the Southern New Hampshire University the total sum of **\$2,592.00 (\$864.00 per course)** which monies shall be used for the purpose of enrolling the Recipient in the following courses: **three (3) month Intermediate Accounting III (online)**, offered by Southern New Hampshire University and which course shall commence on March 6, 2017 and terminate on May 2, 2017; **three (3) month Introduction to International Business (online)**, and **three (3) month Operations Management (online)**, offered by Southern New Hampshire University and which courses shall commence on May 8, 2017 and terminate on July 7, 2017.
2. The Recipient shall complete assigned projects in the three months terms listed in paragraph 1 and provide documentation supporting projects completed during these three month terms.
3. Should the recipient fail to complete any project during the three month terms in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, within 60 days from the date the term was to terminate, provided, however, that if more than one project was completed during the three month term, listed 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 three month term 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 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.

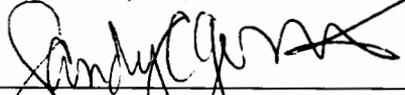
****Signatures follow on next page****



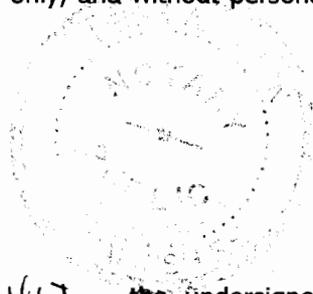
Over \$1.7 billion to education

EDUCATION TUITION AGREEMENT COLLEGE FOR AMERICA

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.



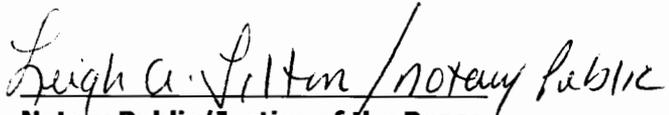
RECIPIENT



STATE OF NEW HAMPSHIRE, COUNTY OF Merrimack

On this the 13th day of January, 2017, before me, Sandy Goulet 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.


Notary Public/Justice of the Peace

LEIGH A. TILTON, Notary Public
My Commission Expires May 23, 2017



(a)

REQUEST FOR TUITION ASSISTANCE

Employee

Name: Sandy Goulet
Title: Agency Audit Manager

Educational Institution

Name: SNHU Southern NH University
Address: 2500 N. River Road Manchester

Course Information

Title: Intermediate Accounting III - online
Credit Hours: 3
Dates From: March 6, 2017 To: May 2, 2017
Cost: \$ 864.00

Description:

This is the last of the 3 courses in intermediate accounting. This course is designed to extend a student's knowledge of financial accounting practices. Students will study the reporting & disclosure requirements for more complex accounting topics that would include leases, accounting for income tax & pensions.

Justification and job relevance:

As an auditor, I am also reporting accounting figures. This class will help me report more complex accounting topics to my supervisor. This class will help me report other financial issues that include accounting changes & error corrections as well as presentation of requirements to the necessary people (supervisor, charities, feds).

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

Employee Signature: [Signature] Date: 12/1/16

Approvals
Supervisor: [Signature]
Deputy/Executive Director: [Signature]
Governor & Council: _____



(b)

REQUEST FOR TUITION ASSISTANCE

Employee

Name: Sandy C Goulet
Title: Agency Audit Manager

Educational Institution

Name: SNHU
Address: 2500 N River Rd Manchester

Course Information

Title: INT-113 Intro to Int'l Business -Online
Credit Hours: 3
Dates From: May 8, 2017 To: July 7, 2017
Cost: \$864.00

Description:

The course is the foundation for business in a global context with an emphasis on applications. It deals with globally oriented firms and fundamental issues in business in an increasingly interdependent world, including management principles and techniques in a global context.

Justification and job relevance:

As an auditor, I deal with distributors in Canada. Also, we have a game operator that is from Aruba. This course will help me interact with them in a business atmosphere. It will help the business activities of services, resources between NH Lottery and these entities.

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

Employee Signature: [Signature] Date: 1/12/17

Approvals
Supervisor: [Signature]
Deputy/Executive Director: [Signature]
Governor & Council: _____

