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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

September 12, 2014

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

Retroactive

REQUESTED ACTION

1. Authorize the Department of Education to enter into a **retroactive** contract with New Hampshire Project Learning Tree (NHPLT), Concord, NH (vendor code 158239) to implement the Mathematics and Science Partnership Project entitled *Building Vertical Science Literacy Through Environmental Themes and Field Investigations (BVSL 3)*. This contract will be in effect from July 1, 2014 through June 30, 2015, in an amount not to exceed \$106,250.00. 100% Federal Funds.

Funding is available in the account entitled Math and Science Partnership as follows:

	<u>FY15</u>
06-56-56-562010-32790000-102-500731 Contracts for Program Services	\$106,250.00

2. Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to two (2) additional fiscal years, subject to the contractor's acceptable performance of the terms therein.

EXPLANATION

This **retroactive** request reflects the fact that the scheduled posting of the Request for Proposals was delayed for two months due to significant modifications. Consequently, the review and award processes were hindered due to fiscal year-end activities and other complications.

This request reflects a continuation of two (2) previously funded three (3) - year projects from 2008 through 2014. The project will include teachers from and impact students in grades K-8.

In January of 2002, the No Child Left Behind Act of 2001 became law. Title II, Part B of this legislation authorizes a Mathematics and Science Partnership competitive grant program. The intent of this program is to encourage institutions of higher education, local school districts, elementary schools, and secondary schools to participate in professional development activities that increase the subject matter knowledge and teaching skills of mathematics and science teachers. Professional development activities must be sustained, intensive, classroom focused, and aligned with state and local standards and mathematics and science curricula. These activities must result in a demonstrable and measurable improvement in student academic achievement in mathematics and science.

Core partners in these grants must include mathematics, science or engineering departments from institutions of higher education, including community colleges. Partnerships of higher education, K-12 districts, and other stakeholders will draw upon the strong content expertise of the science, mathematics and engineering faculty from institutions of higher education to develop professional development activities that will effect improvements in student outcomes by providing K-12 teachers with strong mathematics and/or science content knowledge.

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The New Hampshire State Department of Education (the Department) is responsible for the administration of this program. Funds available for the Mathematics and Science Partnership competitive grant program are awarded by the Department to support successful proposals submitted by partnerships involving departments of mathematics, science, or engineering at New Hampshire institutions of higher education and high-need school districts; the partnership may be supplemented by nonprofit organizations that will provide programs and resources to improve mathematics and science instruction.

A Request for Proposals was developed and posted on the Department website on May 5, 2014 with a deadline of May 29, 2014. Eight proposals were received. They were reviewed and rated, using the attached scoring rubric, by an evaluation team consisting of the Deputy Commissioner of Education, two Education Consultants from the Bureau of Integrated Programs and one Education Consultant from the Bureau of Accountability and Assessment. The Evaluation Team recommended this project as well as five (5) additional projects. Based on the amount of funding that each proposal requested as well as the amount of available MSP funds, the Department selected a total of six (6) projects for MSP funding. Two (2) of the eight (8) submitted proposals were not selected for funding at this time.

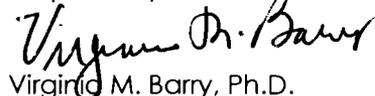
The Department of Education would like to contract again with NH Project Learning Tree (NHPLT) in order to continue managing the *Building Vertical Science Literacy* project by providing professional development to build the capacity of participating schools to transform their teaching practices such that they achieve genuine science literacy for all students through environmental topics and field investigations. This contract is a furtherance of the MSP grant it received in 2008. Through the previous years' grants, NHPLT has been able to train over 40 science teachers across 10 Nashua schools and in the Governor-Wentworth district in Wolfeboro to integrate the vertical scope and sequence into their curriculum for grades K-8 to achieve science literacy as envisioned in the NH Frameworks for Science Literacy. These training sessions have been supported by five (5) prominent national environmental curriculum programs: Project Learning Tree, Project WET, Project WILD, Project HOME and the GLOBE Program. With this continuation, NHPLT will work with a new cohort of 35 science teachers from grades K-8 across five (5) school districts (Sanborn Regional, Newport, Fremont, Deerfield Community School, Milton) and a private school (Monarch School in Rochester) to integrate inquiry based field investigations and environmental themed science content into their districts' science curriculums while increasing their own science content knowledge and skills relating to ecological literacy and field investigations (specifically ecosystems and habitats).

Evaluation will be ongoing, both formative and summative, in this MSP project. An outside evaluator will be contracted to oversee the evaluation plan, analyze documentation and carry out the summative evaluation. As part of the evaluation plan, the project will use the *Concerns Based Adoption Model (CBAM)* as well as interviews, a review of final products, content assessments and surveys. The program partners possess a strong history and ethic for formative and summative evaluation and use appropriate tools including pre- and post- content assessment, target assessment, end of session program evaluation surveys and periodic feedback sessions.

NH Project Learning Tree will meet all federal reporting requirements.

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

Respectfully submitted,



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

VMB:jr
attachments

2014-15 MATH AND SCIENCE PARTNERSHIP GRANT PROPOSAL SCORING RUBRIC

Building Vertical Science Literacy 3 (BVSL3) Plymouth State University - UNH Coop Ext Milton SD NH Enviro and Educ Team		Partnership Commitment and Capacity (12)	Demo of Need and Research Base (9)	Alignment of Goals and Objectives (18)	Efficacy of Plan (32)	Evaluation and Accountability Plan (20)	Budget and Cost Effectiveness (9)	Priority Scoring Points (9)	Total (109)
Ashley Framme	7.00	8.00	14.00	22.00	16.00	9.00	3.00	79.00	
Andrea Somoza-Norton	9.00	9.00	15.00	29.00	10.00	9.00	7.00	88.00	
Merry Fortier	6.00	9.00	14.00	13.00	11.00	3.00	2.00	58.00	
								Average	
								75.00	
Paul Leather	8.00	8.00	5.00	19.00	6.00	4.00	3.00	53.00	
								Average	
								69.50	

2014-15 MATH AND SCIENCE PARTNERSHIP GRANT PROPOSAL SCORING RUBRIC

Project Lead Partners	Project Title	Partnership					Budget and Cost Effectiveness (9)	Priority Scoring Points (9)	Total (109)	Percentage	
		Commitment and Capacity (12)	Demo of Need and Research Base (9)	Alignment of Goals and Objectives (19)	Efficacy of Plan (32)	Evaluation and Accountability Plan (20)					
Plymouth State University - UNH Coop Ed Million SD - NH Project Learning Tree ▼	Building Vertical Science Literacy 3 (BVS/L3)	7.50	8.50	12.00	20.75	10.75	6.25	3.75	69.50	64%	
Keene State College - UNH Coop Ed Hopkinton SD - NHEGIS ▼	Geospatial Program in Science and Math (GeoHISM)	9.25	7.25	12.50	25.25	13.75	7.75	5.00	80.75	74%	
River Valley Community College Lebanon SD - Intel Math® NCEES	Intel Math® Training Program 2	4.33	2.00	4.67	8.00	4.67	5.33	2.33	31.33	29%	
Community College System of NH Pembroke SD ▼	Mathematics Learning Communities (MLC2)	7.33	3.67	9.67	14.33	7.67	6.67	1.00	50.34	46%	
Southern NH University Concord SD - VT Math Institute ▼	NH Ongoing Assessment in Mathematics	10.25	8.50	14.00	24.75	19.00	7.75	7.00	91.25	84%	
Stanford University Sashboro Regional SD - Ctr for Collab Ed ▼	Qualitative Performance Assessment Network (QPA)	6.67	4.67	8.67	9.50	11.33	4.33	3.33	48.50	45%	
Plymouth State Univ - Lebanon College Dover SD - SABENS Group	STEM Literacy Community of Practice 2	5.50	5.50	7.50	12.00	11.50	4.50	1.50	48.00	44%	
Plymouth State Univ - NCountry Ed Services Gerrish-Randolph - Shelburne Coop SD ▼	Transforming STEM Instruction in North Country Classrooms	8.67	6.33	12.33	23.33	15.33	5.67	6.67	78.33	72%	
▼ Projects Funded	Scored > 50%	All Rubric Calculations Include Deputy Commissioner Leathers's Scores									

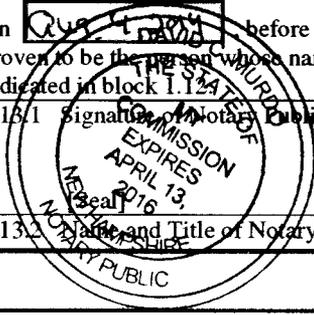
Subject: Mathematics and Science Partnership Project FORM NUMBER P-37 (version 1/09)

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

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH Department of Education		1.2 State Agency Address 101 Pleasant Street, Concord, NH 03301	
1.3 Contractor Name NH Project Learning Tree		1.4 Contractor Address 54 Portsmouth Street, Concord, NH 03301	
1.5 Contractor Phone Number 603-226-0160	1.6 Account Number 10-32790000-102-500731	1.7 Completion Date June 30, 2015	1.8 Price Limitation \$ 106,250
1.9 Contracting Officer for State Agency Paul Leather, Deputy Commissioner		1.10 State Agency Telephone Number 603-271-3801	
1.11 Contractor Signature <i>Patrick D. Hawley</i>		1.12 Name and Title of Contractor Signatory <i>Chair, NHPLT BOARD</i>	
1.13 Acknowledgement: State of NH , County of Merrimack On August 14, 2014 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>Paul D. Mead</i>			
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: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) By: <i>[Signature]</i> On: 10/7/14			
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.

Contractor Initials PDH
Date 8/9/14

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.

Exhibit A Scope of Services

NH Project Learning Tree will provide the following services to the NH Department of Education for the period of July 1, 2014 until June 30, 2015 (Year One) as part of a three year project:

- Contractor will train, advise and support 35 science teachers from grades K-8 for five school districts, Sanborn Regional, Newport, Fremont, Deerfield Community School and Milton as well as a small private school to integrate inquiry based field investigations and environmental themed science content into the district's science curriculum, while increasing their own science content knowledge and skills related to ecological literacy and field investigations.
- Contractor will build the capacity of participating schools to transform their teaching practices such that they build vertical science literacy (as envisioned in the NH Frameworks for Science Literacy) for all students in grades K-8 through environmental topics and field investigations.
- Contractor will create and identify core common science experiences for students in grades K-8 that allow for skills and content knowledge to be built as students progress from elementary to middle school within the school districts.
- Contractor will advise and support these teachers as they use *Scope and Sequence for Science Literacy* to reorient science teaching at their schools regarding the value of scientific field investigations, long-term data and environmental literacy principles in meeting state and national academic standards and in raising student interest in Science, Technology, Engineering and Mathematics.
- Contractor will host an intensive residential summer session in late June to allow teachers to experience the process of gaining science literacy through environmental themes and field investigations. This year's workshop will focus on ecosystems and habitats and will include scientific content knowledge, NH data sets, collection and analysis skills, and the process for implementing field investigation as outlined in the scope and sequence for science literacy and based on the grade spans used in the *NH Science Literacy Frameworks*.
- Contractor will maintain ongoing communication with teachers through electronic communication, school visits and other activities.
- Contractor will coordinate all activities with Doug Earick (Plymouth State University) and the NH Education and Environment Team, whose members include NH Department of Environmental Services (Project WET) NH Fish and Game Department (Projects HOME and WILD), the GLOBE program of North Country Educational Services, and the USDA Forest Service (Conservation Education Program).
- Contractor will work with teachers to develop and distribute supporting science literature to schools in order to provide opportunities for reading in content areas that focus on concepts identified in the Common Core.
- Contractor will submit quarterly activity reports and financial invoices in a timely manner.
- Contractor will meet with Department staff as needed/requested.
- Contractor will inform Department of all scheduled project activities in advance in order for Project Manager to attend activities as often as possible.

Contractor Initials PDH
Date 8/4/14

- Contractor will attend (at least) one US DOE Regional Mathematics and Science Partnership Conference per year as long as project is funded.
- Contractor will complete the US DOE Annual Performance Reporting form online at annual intervals and at completion of project.
- Contractor will provide copies of all project materials to the Department.

Contractor Initials PDH
Date 8/4/14

**Exhibit B
Budget**

Expenditure Line Items	FY 15 July 1 2014 – Jun 30, 2015
Salaries and wages (directly related to services)	23,500
Employee Benefits	4,700
Instate travel	500
Out of state travel	2,500
Materials and supplies	12,525
Consultants and contracts	19,600
Teacher stipends and substitute reimbursements	21,000
Equipment	0
Other (facilities & equipment rental, printing, etc.)	14,055
Subtotal	98,380
Indirect cost (8% of direct cost only)	7870
Project Total	106,250

Limitation on Price: Upon mutual agreement between the state contracting officer and the contractor, line items in this budget may be adjusted one to another, but in no case shall the total budget exceed the price limitation of \$106,250.

Method of Payment: Payment is to be made monthly on the basis of invoices which are supported by a summary of activities that have taken place in accordance with the terms of the contract, along with a detailed listing of expenses incurred. If otherwise correct and acceptable, payment will be made for 100% of the expenditures listed. Invoices and reports shall be submitted to:

Jiffi Rainie, MSP Program Specialist
Department of Education
101 Pleasant Street
Concord, NH 03301

Contractor Initials PDH
Date 8/4/14

Exhibit C

SPECIAL PROVISIONS

14 INSURANCE

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 each occurrence and no less than \$2,000,000 general aggregate.

Contractor Initials PDA
Date 8/14/14

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that NEW HAMPSHIRE PROJECT LEARNING TREE is a New Hampshire nonprofit corporation formed September 18, 1996. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 21st day of July A.D. 2014

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

RESOLUTION

Be it resolved that the Board of Directors authorizes, Patrick Hackley, Chairperson of New Hampshire Project Learning Tree to sign all agreements required to execute a contract with the New Hampshire Department of Education.

Be it further resolved that NH Project Learning Tree-Patrick Hackley is authorized to enter into contracts with the Sate of New Hampshire and the New Hampshire Department of Education.


Hilary Chapman, Secretary

August 4 2014
Date

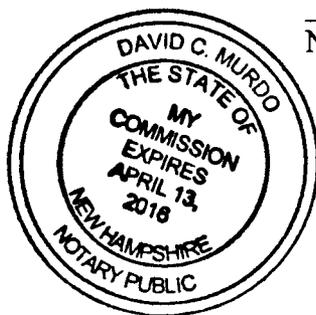
STATE OF NEW HAMPSHIRE

COUNTY OF MERRIMACK

On August 4th 2014, before the undersigned officer personally appeared the person identified in the foregoing certificate, known to me to be the Secretary/Clerk of the association identified in the foregoing certificate and acknowledge that she/he executed the forgoing certificate.

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


Notary Public/~~Justice of the Peace~~





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/23/2014

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 E & S Insurance Services LLC 21 Meadowbrook Lane P O Box 7425 Gilford NH 03247-7425	CONTACT NAME: Pat Mack PHONE (A/C, No, Ext): (603) 293-2791 FAX (A/C, No): (603) 293-7188 E-MAIL ADDRESS: pat@esinsurance.com													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: Great American Ins Group</td> <td></td> </tr> <tr> <td>INSURER B: Hartford Casualty Insurance Co</td> <td>29424</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Great American Ins Group		INSURER B: Hartford Casualty Insurance Co	29424	INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER D:														
INSURER E:														
INSURER F:														
INSURED NH Project Learning Tree 54 Portsmouth Street Concord NH 03301-5022														

COVERAGES **CERTIFICATE NUMBER:** 2014 Certificate **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			[REDACTED]	9/9/2014	9/9/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			[REDACTED]	9/9/2014	9/9/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	[REDACTED]	7/4/2014	7/4/2015	WC STATUTORY LIMITS 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 (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER **CANCELLATION**

jennifer.rainie@doe.nh.gov New Hampshire Dept of Education Attn: Jennifer Rainie 101 Pleasant Street Concord, NH 03301-3493	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 Pat Mack/PAT <i>Pat Mack</i>
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2014 NH PLT Board

Name	Board Officer	Street Address	Town	State	Affiliation
Hilary Chapman	Secretary	283 Gould Hill Rd	Contoocook	NH	NH Audubon
Anjali Longan		43 Cathedral Circle	Nashua	NH	Hollis Montessori
Shawn Lagueux	Treasurer	70 Overlook Drive	Bristol	NH	NE Forestry Consultants
Patrick Hackley	Chairman	31 Birch Ave	Gilmanton	NH	Fountains America
MaryAnn Melizzi-Golja		2 Ambie Road	Nashua	NH	Nashua Alderman Ward 8
Steven Whitely		59 Turnberry Lane	Hopkinton	NH	Mitchell Municipal Group
Scott Bohan		352 Pleasant Street	Concord	NH	St. Paul's School
Carol Foley		79 Bearly A Road	Holderness	NH	Facilitator
Alicia Carlson		17 White Plains Road	Webster	NH	UNH Cooperative Extension
Wendy Weisiger		334B Academy Road	Pembroke	NH	SPNHF

Appendix D Resume

Judith K. Silverberg PhD

NH Project Learning Tree, 54 Portsmouth Street, Concord, NH 03301

Judy.silverberg@gmail.com

EDUCATION:

University of New Hampshire, Durham, NH:PhD., Natural Resources, Wildlife Ecology and Human Dimensions, 2000. University of Wisconsin, Madison, WI; M.S. Continuing and Vocational Education, Environmental Education, 1975. University of Wisconsin, Madison, WI; B.S., Wildlife Ecology, 1974, Graduated with Honors.

EXPERIENCE

NH Project Learning Tree, Concord, NH, Director 2012-present. NH Fish and Game Department, Concord, NH; Wildlife Education Programs Supervisor 1985-2012. UNH Cooperative Extension Service, Pine Island 4-H Center, Manchester, NH; 4-H and Youth Development Agent 1983-1985. NH Division of Parks and Recreation, Concord, NH; Parks Naturalist 1979-1981. CT Department of Environmental Protection, Region II; Resource Management Assistant, 1977-1979. West Rock Nature Center, New Haven CT; Naturalist, 1975-1977. Adjunct – Antioch New England, Granite State College, Southern NH University and Plymouth State University

PROFESSIONAL ASSOCIATIONS:

National Science Teachers Association, NH Science Teachers Association, ASCD, The Wildlife Society, National Association for Interpretation, North American Association for Environmental Education, New England Environmental Education Alliance, Board Member 1982-1990, New Hampshire Environmental Educators- Chairman 1979-1984.

AWARDS

New England Environmental Education Alliance Award for contributions in Environmental Education 1990, Project WILD Director's Award for Excellence in Teaching 1991, Howard I. Wagner Award for Outstanding Contributions in Science Education in New Hampshire- 1997, New England Environmental Education Alliance Presidents Award for long term contributions in the field of environmental education -2003, The Wildlife Society (Northeast Section) John Pearce Memorial Award for accomplishments in environmental education-2007, The Northeast Conservation Information and Education Association Conservation Communicator of the Year for outstanding achievement, service and dedication to Conservation Education -2009

Erin Hollingsworth

Sargent Drive, Gilmanton, NH 03237 ehollingsworth@gilmanton.k12.nh.us

EDUCATION

Antioch New England Graduate School, Keene, NH; M.S. Environmental Education, 2001
University of New Hampshire, Durham, NH; B.S., Environmental Conservation with minor in
Wildlife Management, 1996.

EXPERIENCE

Gilmanton Elementary School, Gilmanton, NH; Teacher 2012-present
NH Project Learning Tree, Concord, NH; Education Provider, Jan 2007-present
NH Audubon Society, Laconia, NH; Naturalist Educator, 2005-2006. New England Wildflower
Society, Framingham, MA; Naturalist Educator 2001-2005. MA Audubon, 2000-2001
Deerfield Community School, Deerfield, NH; Teacher Asst 8th grade science 1999-2000

PROFESSIONAL ASSOCIATIONS

NH Environmental Educators, New England Environmental Education Alliance, North American
Association for Environmental Education, National Science Teachers Association, NH Science
Teachers Association.

AWARDS

New England Environmental Education of the Year 2005

Marilyn C. Wyzga

72 Meeting Hill Rd, Hillsboro, NH 03247 marilyn.wyzga@gmail.com

EDUCATION

NH Technical Institute, Landscape Design Certificate. Antioch New England Graduate School,
M.S.T. Concentration in Environmental Communications, 1988. Colgate University, B.A.
Interdisciplinary concentration in Humanities, awarded cum laude, 1983.

EXPERIENCE

Cornucopia Project, Peterborough, NH; Teacher 2014-present. NH Project Learning Tree,
Concord, NH; Educator 2014-present. NH Fish and Game Department, Concord, NH; Wildlife
Educator/Exhibit Designer, 1991-2014. Feather's Edge Design, Hillsborough, NH; Exhibit
Designer/Artist, 1986-present. Antioch New England Dance Center, Keene, NH; Performing Arts
Instructor 1992-1998. Kearsarge Arts Theater, New London, NH; Theater Instructor 1996-1998.
Monadnock Children's Museum, Keene, NH; Exhibit Designer/Program Assistant 1989-1991.
Children's Performing Arts Center, Keene, NH; Executive Director, 1989-1991.

AWARDS

Education Award for promoting native plants and landscapes through education programs, New
England Wild flower Society, 2009. New England Environmental Education Alliance,
Environmental Educator of the year 2009, Conservation Education Program Award for Project

HOME schoolyard habitat program, 2007, The Wildlife Society Outstanding Environmental Education Program, 2002. New England Environmental Education Alliance 1999. 1st Place – Publications for the Homes for Wildlife Curriculum Guide, Association for Conservation Information

Jacquelyn Wilson

Thornton, NH 03285

jwilson@hbresearchfoundation.org

EDUCATION

University of Maine-Orono, 1997 Teacher Certification Program, Secondary Life Science. Cornell University, Ithaca NY 1992, B.S.

EXPERIENCE

Hubbard Brook Research Foundation, Woodstock, Education Associate, NH 2007-present. Kennett High School, Conway, NH, Science Teacher, 2002-2004. United States Peace Corps, Tanzania, Teacher and Health Extension Volunteer 1999-2001. Kennett Middle School, Conway, NH, Science Teacher, 1997-1999.

PROFESSIONAL ORGANIZATIONS

National Science Teachers Association, NH Science Teachers Association, NH Environmental Educators

Jennifer Bourgeault

Earth Mosaics LLC, 69 High Street, Stratham, NH 03885

Jen.bourgeault@gmail.com

EDUCATION

University of New Hampshire, Durham, NH; M.A. in Teaching Biology, 2000. University of New Hampshire, Durham, NH; B.A, Zoology; Minor, Marine and Freshwater Biology, 1993.

EXPERIENCE

USA GLOBE Country Coordinator, 2013 to present. University of New Hampshire Graduate School, Durham, NH; Natural Resources and Earth System Science PhD Program Coordinator 2008-present. North Country Educational Services, Gorham, NH; NH GLOBE Partnership Coordinator and Master Trainer 2004- Present. UNH Department of Natural Resources, GLOBE Research Assistant 1 1997-2007. UNH Department of Natural Resources, Durham, NH; Adjunct Faculty, Graduate/Undergraduate Course: Earth as a System for Educators Fall 2005. New Hampshire Community Technical College, Stratham, NH: Adjunct Faculty, Undergraduate Courses in Human Anatomy and Physiology 1998-2004. Earth Science, Marine Science, Biology and Physical Science Teacher NH; 1993-1997

PUBLICATIONS

Bourgeault, J., M. Becker, and R. Congalton. 2005. Environmental Programs Unite to do NHEET things for teachers. Proceedings of the Ninth Annual GLOBE Conference, Prague, Czech

Republic. CD-ROM and www.globe.gov Bourgeault, J, R. Congalton, and M.Becker 2000. GLOBE_MUC-A-THON: A method for effective student land cover data collection. Proceedings of the International Geoscience and Remote Sensing Symposium (IGARSS). Honolulu Hawaii July 2000 Vol. 11 pp. 551-553. (CD-ROM) Wormstead, S., M. Becker, J. Bourgeault, R. Congalton and L. Ryan. 1999. The GLOBE teacher's guide: A critical link in ensuring data quality. Proceedings of the 4th Annual GLOBE Conference, Durham, NH.

Alicia Carlson

UNH Cooperative Extension, Forestry and Wildlife, Durham, NH 03824

Alicia.carlson@unh.edu

EDUCATION

University of New Hampshire, Durham, NH; M.A. Environmental Education, Plymouth State University, Plymouth NH; B.S. Environmental Biology, 1999. Paul Smith's College, Paul Smiths, NY;A.A., Liberal Arts/Environmental Studies, 1996.

EXPERIENCE

UNH Cooperative Extension, Durham, NH: Forestry and Wildlife Outreach Coordinator 2013-present. NH Department of Environmental Services, Concord, NH; Source Protection Education Specialist, Jan 2008-2013; Environmentalist I & II, 2005-2008; Technician III, 2000-2005

PROFESSIONAL ASSOCIATIONS

NH Environmental Educators, Board Member 2009-present. New Hampshire Lakes Association, Education Committee 2008-present, North American Association for Environmental Education, National Science Teachers association, North American Lake Management Society 2003-2008.

Laurel C Pushee

NH Department of Environmental Services, Concord, NH 03301

Laurel.pushee@des.nh.gov

EDUCATION

New Hampshire Technical Institute, Concord, NH; Teacher Education Conversion Program-in progress
Colby Sawyer College, New London; B.S. Community and Environmental Studies, May 2007

EXPERIENCE

NH Department of Environmental Services, Concord, NH; Source Protection Education Specialist 2013-present. NH Department of Transportation, Concord, NH; Environmentalist I & II, Nov 2007-2013.

PROFESSIONAL ASSOCIATIONS

NH Environmental Educators, NH Hampshire Lakes Association

Susan M Cox

USDA Forest Service, Durham, NH
smcox@fs.fed.us

EDUCATION

University of New Hampshire, Durham, NH; Masters of Adult and Occupational Education, Concentration in Environmental Education and Teacher Professional Development, 2004. SUNT College of Environmental Studies and Forestry, Syracuse, NY; B.S. Forest Resource Management, 1982.

EXPERIENCE

USDA Forest Service, Durham, NH; Conservation Education Program: Conservation Education Coordinator. USDA Forest Service, Durham, NH; Educator Professional Development. USDA Forest Service Durham, NH; forest Health Monitoring Program: Forest Health Specialist.

PROFESSIONAL ASSOCIATIONS

NH Environmental Educators, New England Environmental Education Alliance, North American Association for Environmental Education, National Science Teachers Association, NH Science Teachers Association, ASCD

Mary Goodyear

NH Fish and Game Department, Concord, NH
Mary.goodyear@wildlife.nh.gov

EDUCATION

State University of New York at Brockport, Project DataStreme, 3 graduate credits May 1999. Franklin Pierce College, Rindge, NH, Teacher Preparation Program 1998; NH Secondary Biology Certification. University of Massachusetts at Amherst, BS Wildlife Biology 1980, University of Massachusetts at Amherst, BS Human Development (with an equivalent minor in Journalistic Studies), 1974

EXPERIENCE

NH Fish and Game Department, Concord, NH; Wildlife Educator 2000-present. NH Division of Parks and Recreation, Concord, NH; Program Specialist II, October 1991-1999; NH Division of Parks and Recreation, Concord, NH; Parks Naturalist, Jan 1986-October 1991. Plymouth High School, Plymouth NH; Teacher Jan-Mar 1999.

PROFESSIONAL ASSOCIATIONS

National Association for Interpretation, National Certified Public Manager Association, NH Science Teacher Association, NH Environmental Educators, NH Outdoor Council, NH Parks and Recreational Society

Douglas L. Earick

Plymouth State University, Plymouth, NH 03266

dlearick@plymouth.edu

EDUCATION

University of New Mexico; M.S. Curriculum Instruction and Multicultural Teacher Educaiton 1988.

University of New Mexico; B.S. Biology/Biology Education, Biology and General Science Licensure, 1986.

EXPERIENCE

Research Assistant Professor, Center for the Environment and Environmental Science and Policy Department, Plymouth State University, 2009-present. Project Director, Longleaf Environmental Learning Center, School of the Environment, University of South Carolina, 2006-2009. Program Manager/Coordinator, College of Arts and Sciences Office of Educational Outreach, University of New Mexico 1999-2006. Instructor Natural Sciences Program, University of New Mexico 2004-2005. High School Science Teacher, Albuquerque High School, Albuquerque, NM 1992-2000, Middle School Science Teacher, John Adams Middle School, Albuquerque, NH 1987-1992.

PROFESSIONAL ASSOCIATIONS

Association for Nature Center Administrators, National Association of Interpretation, National Science Teachers Association, Nature Action Collaborative for Children, NH Environmental Educators, NH Science Teachers Association, North American Association for Environmental Education.