

Frank Edelblut
Commissioner of Education



Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
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November 14, 2018

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

REQUESTED ACTION

Authorize the NH Department of Education to hold the New Hampshire Leadership in Education Awards Ceremony at Hampshire Hospitality Holdings, LLC dba Mill Falls at the Lake, Meredith, NH (vendor code 157393) on December 6, 2018 for a total meeting cost not to exceed \$3,375.00, effective upon Governor and Council approval for the period of December 6, 2018. 100% Other funds (Geskus grant).

Funding for this request is available from account titled Teacher of the Year:

	<u>FY 2019</u>
06-56-56-560510-41320000-067-500557	\$3,375.00
Training of Providers	

EXPLANATION

The Department of Education administers and presents awards to recognize excellence in education. These awards build community awareness of our state's finest educators, while providing positive messages about the teaching profession. The Department of Education hopes that by recognizing the state's many excellent educators, more people will consider a career in education, and local communities will invest enough resources to attract the highest caliber professionals. It is only with such educators that our children will learn the skills so necessary to succeed.

By honoring outstanding educators, the Department strives to attract, motivate, and retain talented people to the challenges and adventures of teaching. It is encouraging to be able to honor educators who are working to provide a quality education to each student in New Hampshire. Properly guided, awards programs can reach out to stake holders and strengthen positive messages about the teaching profession.

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November 7, 2018

A Request for Proposals (RFP) was e-mailed to the Common Man Inn, Inc., Plymouth; Courtyard Marriott Grappone Conference Center, Concord; Holiday Inn, Concord; Hampshire Hospitality Holdings, LLC dba Mill Falls, Meredith; posted on the Department's Web site from October 5, 2018 through October 17, 2018 and ran in the Union Leader October 7, 8, and 9, 2018.

The Department received a proposal from: The Common Man Inn, Inc, Plymouth, in the amount of \$3,397.75. The Courtyard Marriott Grappone Conference Center, Concord; the Holiday Inn, Concord; did not have space available. Hampshire Hospitality Holdings, LLC dba Mill Falls at the Lake in Meredith was selected since it offered the lowest price and met the required meeting space to accommodate the program.

In the event Other funds become no longer available, General funds will not be requested to support this event.

Respectfully submitted,



Frank Edelblut
Commissioner of Education

Attachment A

Item	Common Man Inn & Spa, Plymouth	Hampshire Hospitality Holdings, LLC dba Mill Falls at the Lake, Meredith
Reception Hors D'Oeuvres (cheese & fruit and vegetable crudites)	399.00	
Plated Pork Dinner	2,998.75	
Event Room Rental		
Riser, Podium and Microphone		
Projector and Screen		
Gratuity	inclusive	
	3,397.75	3,375.00 (all inclusive)

Total Meeting Costs

Hors D'Oeuvres
Cheese, Crackers, Vegetables and Dip inclusive

Entrée
Roasted Pork Loin or a vegetarian option inclusive

Event Hall/Audio Visual
Complimentary onsite A/V includes podium, staging, screen, LCD
projector microphone and wifi

Event total \$27.00 per person inclusive x 125 guests

Total Charges Not to Exceed \$3,375.00

DRAFT Program

4:30 p.m. to 5:30 p.m.	Welcome Reception
5:30 p.m. to 5:35 p.m.	Emcee opens program
5:35 to 5:45	Welcome Frank Edelblut Commissioner of Education
5:45 to 6:00	Remarks by Heidi Crumrine, 2018 NH Teacher of the Year
6:00 p.m. to 7:00 p.m.	Dinner
7:05 p.m. to 7:10 p.m.	Blue Ribbon School
7:10 p.m. to 7:15 p.m.	Presidential Award for Excellence in Mathematics and Science Teaching
7:15 p.m. to 7:25 p.m.	New Hampshire Teacher of the Year Semi-Finalists, Finalists and Teacher of the Year
7:25 p.m. to 7:30 p.m.	Remarks by Keith Noyes 2019 NH Teacher of the Year
7:45 p.m.	Close

**New Hampshire Department of Education
Leadership in Education Awards Ceremony
December 6, 2018
4:30 p.m. – 8:30 p.m.
List of Participants**

Registration is ongoing and a list of those attending will be maintained at the NH Department of Education. Various people from across the state in the education field (educators, school board members, educational organizations, and legislators) have been invited.