

MAR24'22 AM 8:40 RCVD

Frank Edelblut  
Commissioner



Christine M. Brennan  
Deputy Commissioner

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
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March 21, 2022

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

**REQUESTED ACTION**

Authorize the Department of Education, Bureau of Career Development to hold a Summer Learning Series for Career and Technical Educators and Administrators at the University of New Hampshire, Durham's Memorial Union Building (MUB) on August 8 and 9, 2022 for a total meeting cost not to exceed \$55,000.00 effective upon Governor and Council Approval. 100% Federal Funds.

Funds to support this request are available in the account titled CTE VOC ED-Federal in FY22 as follows:

06-56-56-562010-40260000-102-500731	Contract for Program Services	FY22 \$55,000.00
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**EXPLANATION**


The Bureau of Career Development at the New Hampshire Department of Education has created groups, organizing New Hampshire Career and Technical Education (CTE) educators into sixteen career clusters, aligned with secondary and postsecondary CTE program areas. There is a professional learning community (PLC) for each career cluster. CTE educators have embraced these professional learning communities (PLCs) and meet routinely to discuss effective teaching strategies for CTE, developments in their respective industries, and the needs of employers in continuing to grow the economy of the State of New Hampshire. In this two-day event, CTE educators and administrators will convene to hear from national and local New Hampshire thought leaders about developments and innovations in CTE. They will also meet as PLCs, to reflect on the work completed during the 2021-2022 school year and to plan for 2022-2023. The Department of Education's Bureau of Career Development contacted seven possible events venues. UNH Durham's Memorial Union Building was selected upon considering the following factors: relatively low cost, accessible location, and availability of desired dates for event. In addition, as the flagship University of the University System of New Hampshire, UNH Durham provides

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visibility and prestige for this event. The full cost for the event will be included in a Cooperative Project Agreement with UNH for space rental fees for the two day event and a contract with an Event Planner for the costs associated with the coordination of the two day activities. The contract with the events planner will include items such as catering for participants, speakers, facilitators and evaluations of the event. Each contract will be presented to the Governor and Council as it is completed.

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

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'Frank Edelblut', written over a horizontal line.

Frank Edelblut  
Commissioner of Education

## UNH Memorial Union Building Room Use Fees

	Standard Rate Half Day Up to 4 Hours	Standard Rate Full Day Up to 8 Hours	UNH Rate* Half Day Up to 4 Hours	UNH Rate * Full Day Up to 8 Hours
<b>Event/Specialty Rooms</b>				
221—Granite State	Not Offered	1330.00	Not Offered	665.00
240—Strafford	Not Offered	780.00	Not Offered	390.00
311—Theater I	242.00	440.00	121.00	220.00
312—Theater II	320.00	550.00	160.00	275.00
18—Entertainment Center and Kitchen	180.00	335.00	90.00	168.00
160—Wildcat Den	180.00	335.00	90.00	168.00
Games Room Video Side**	57.00/hr.	57.00/hr.	57.00/hr.	57.00/hr.
Games Room Pool Table Side**	82.00/hr.	82.00/hr.	82.00/hr.	82.00/hr.
Games Room Total**	139.00/hr.	139.00/hr.	139.00/hr.	139.00/hr.
<b>Configurable Rooms</b>				
115	68.00	114.00	34.00	57.00
162, 164	180.00	336.00	90.00	168.00
203, 233, 237, 302	94.00	170.00	47.00	85.00
330, 332, 334, 336, 338, 340	94.00	170.00	47.00	85.00
330/332, 334/336, 338, 340 "combined"	180.00	336.00	90.00	168.00
<b>Conference Rooms</b>				
207, 304	68.00	114.00	34.00	57.00
321	94.00	170.00	47.00	85.00
<b>Lounge/Common Areas**</b>				
223—Low Ceiling Food Court**	Not Offered	330.00	Not Offered	165.00
225—High Ceiling Food Court**	Not Offered	330.00	Not Offered	165.00
231—Grafton Lounge**	Not Offered	222.00	Not Offered	111.00
309—Merrimack Lounge**	140.00	278.00	70.00	139.00
337—Rockingham Lounge**	Not Offered	442.00	Not Offered	221.00

**\*The rates shown here are effective as of July 1, 2018**

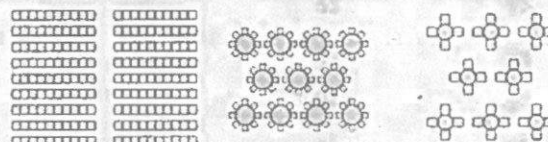
Room rates include one standard room set up and use of the existing AV system where applicable.

Specialty AV equipment and staffing incur additional charges. Please inquire with the scheduling office.

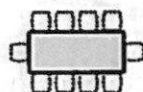
**\*\*Reservations in spaces marked (\*\*) are provided only with the existing standard set up and only at the discretion of the MUB as determined on a per-request basis based on day, time, and time of year.**

# UNH Memorial Union Building

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Event Rooms	Sq. Footage	Empty	Lecture/ Theater	Dinner Rounds (8)	Cafe			
Granite State (221)	7505	850	680	336	—			
Strafford (240)	3622	450	260	144	—			
Theater I (311)	1320	—	114	—	—			
Theater II (312)	2443	—	200	—	—			
Entertainment Center (18)		160	110	—	80 @ 4per 60 @ 3 per			
Wildcat Den (160)	1200	160	68	72	—			



Conference Rooms	Sq. Footage	Conference						
12**	407	12						
114F**	312	16*						
207	338	16*						
304	265	12						
321	464	18*						

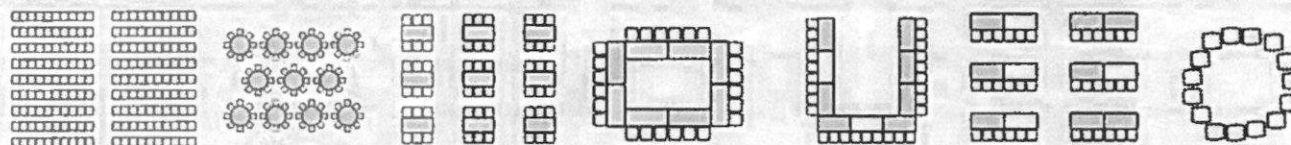
\* Represents how many chairs fit around the conference table. Room contains extra chairs.

\*\* Only available to student Organizations



# UNH Memorial Union Building

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Configurable Rooms	Sq. Footage	Empty	Lecture/Theater	Dinner Rounds (8)	Dinner 60"x30" (6)	Closed Sq.	U-Shape	Classroom	Circle of Chairs
115	374	40	36	—	18	18	12	18	27
162	1248	170	103	56	48	42	27	45	60
164	1092	150	91	56	48	48	42	42	60
203	634	70	45	—	36	24	18	24	30
233	464	50	32	—	24	18	15	18	30
237	578	60	32	—	36	24	18	18	37
302	565	75	42	—	36	24	21	24	35
330	648	49	45	—	36	30	20	18	40
332	657	49	45	—	36	30	20	18	40
330/332 combo	1305	170	90	—	72	42	33	45	55
334	657	49	45	—	36	30	18	18	40
336	658	87	45	—	36	30	18	18	40
334/336 combo	1315	170	90	—	72	42	33	45	60
338	638	87	42	—	36	30	21	18	37
340	504	49	36	—	24	24	15	18	37
338/340 combo	1142	155	80	—	72	42	33	36	49