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Virginia M. Barry, Ph.D.
Commissioner of Education
Tel. 603-271-3144

Paul Leather
Deputy Commissioner of Education
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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

October 22, 2012

His Excellency Governor John H. Lynch
and the Honorable Council
State House
Concord, New Hampshire 03301

100% Federal Funds

REQUESTED ACTION

1. Authorize the Department of Education to enter into a contract with Southeastern Regional Education Service Center (SERESC), Bedford, NH (vendor code 154866), to develop a comprehensive professional development plan and service delivery model for transitioning NH educators to the Common Core Standards (CCS). This contract will be in effect from the date of Governor and Council approval through June 30, 2013, in an amount not to exceed \$99,981.00. Source of funds 100% Federal Funds.

Funding for this request is available as follows:

Account Numbers

06-56-56-563010-32610000-072 (object code 509073)	FY13: \$ 40,000.00
06-56-56-562010-64220000-102 (object code 500731)	FY13: \$ 10,000.00
06-56-56-562010-32790000-102 (object code 500731)	FY13: \$ 49,981.00

2. Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein and pending legislative approval of the next biennium budget.

EXPLANATION

A Request for Proposals was posted on both the Department's website and in the Manchester Union Leader with a deadline for receipt of September 19, 2012. The Department was seeking an individual or entity to develop a comprehensive professional development plan and service delivery model for transitioning NH

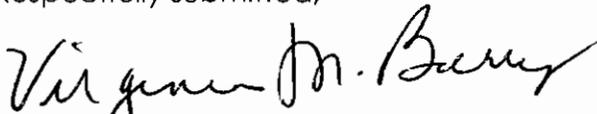
His Excellency Governor John H. Lynch
and the Honorable Council
October 22, 2012

educators to the Common Core Standards (CCS). The delivery plan would connect three primary components: the prioritized reform strategies, relevant delivery chains and expected impact on key outcome metrics (CCSSO: Common Core Implementation Workbook).

The Department would like to contract with SERESC to design a coherent series of professional learning activities which will train educators in the scope, sequence and expectations for the College and Career Ready Standards and the Common Core State Standards. SERESC has long been a NH leader in providing technical assistance, professional development and support for educational improvement initiatives in NH. SERESC's contracted service providers are found in schools throughout NH, providing technical assistance and professional development as consultants, coaches, facilitators and presenters. They have the extensive experience and expertise to successfully carry out the project.

Four proposals were received. They were reviewed and rated by an evaluation team consisting of the Administrator, Bureau of Integrated Programs, the Title II-A Program Manager, Bureau of Integrated Programs, a Program Specialist from the Bureau of Accountability and the Internal Auditor for the Department. Attached is a rubric for the list of applicants and their scores based on this review. The team recommended this organization.

Respectfully submitted,



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

VMB:dc:emr

TRANSITIONING TO THE COMMON CORE STATE STANDARDS – Consensus Scoring

Scoring Rubric

NAME	A detailed statement, including curricula vitae and references, that describes the bidder's professional qualifications and experience	A detailed budget and justification related to the proposed bidder's services	A narrative, which addresses the responsibilities, as outlined in the Services to be provided, describing the bidder's related experience, insights, proposed approach and projected number of days required for identified tasks	Total (Out of 100)	\$ Amount of Proposal
SERESC	(zero to 30 points) 27.67	(zero to 30 points) 30	(zero to 40 points) 39.67	97.34	\$99,981.00
School Improvement Network RMC	30 29	21.67 28.33	34.33 38	86 95.33	\$97,250.00 \$99,899.00
Lisa Carter	22	13.33	17.67	53	\$96,000.00

The committee members responsible for the review of the proposal include the following individuals: Deborah Connell, Administrator, Bureau of Integrated Programs; Kathryn (Joey) Nichol, the Title II-A Program Manager, Bureau of Integrated Programs; Jennifer (Jiffi) Rainie, Program Specialist, Bureau of Accountability. Caitlin Davis, Internal Auditor for the Department, reviewed the budget for accuracy only, no points awarded.

The role of the committee members was advisory in nature. They provided information, analysis and recommendations that were presented to the Commissioner of Education.

The Commissioner of Education reviews the information provided and makes the final decision regarding the award of such grants.

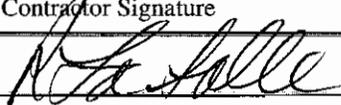
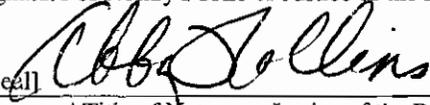
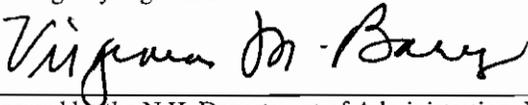
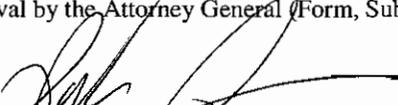
Subject: Transitioning to the Common Core State Standards - SERESC FORM NUMBER P-37 (version 1/09)

AGREEMENT

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

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name NH State Department of Education		1.2 State Agency Address 101 Pleasant Street, Concord, NH 03301	
1.3 Contractor Name Southeastern Regional Education Service Center, Inc. (SERESC)		1.4 Contractor Address 29 Commerce Drive, Bedford, NH 03110	
1.5 Contractor Phone Number 603-206-6800	1.6 Account Number see Exhibit B	1.7 Completion Date June 30, 2013	1.8 Price Limitation \$99,981.00
1.9 Contracting Officer for State Agency Paul Leather, Deputy Commissioner of Education		1.10 State Agency Telephone Number 603-271-3801	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Richard LaSalle, Executive Director	
1.13 Acknowledgement: State of NH , County of Hillsborough On 10/19/12 , 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  <small>[Seal]</small> ABBY COLLINS, Notary Public My Commission Expires September 23, 2014			
1.13.2 Name and Title of Notary or Justice of the Peace Abby L. Collins, Notary			
1.14 State Agency Signature 		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:  On: 10/24/12			
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.

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, formnae, 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

Southeastern Regional Education Service Center, Inc. (SERESC) will provide the following services to the New Hampshire Department of Education from the date of Governor and Council approval until June 30, 2013:

- Conduct a survey of LEA readiness for the CCS
- Align to and operationalize the NH Common Core Standards Implementation Framework (<http://www.education.nh.gov/spotlight/ccss/documents/framework.pdf>)
- Develop clear strategies to train educators in the scope, sequence and expectations of the CCS
- Design a coherent series of professional learning activities to include outcomes and entry level on the continuum from building a foundation to implementation and innovation.
- Create a timeline and master plan for delivery in the NH network system
- Develop information and feedback loops to be used to monitor whether instructional practices have changed and student achievement outcomes have improved



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Date

EXHIBIT B

BUDGET

Description	Resources	Allocation	Rate	Total
Workshops	Multiple presenters at \$100.00 per hour, planning & preparation	Presenters paid by Project Workshop allotment. Room, food & technology offset by workshop fee	50 hours, \$100 per hour	\$5,000.00
Trainer-Advisor	\$125.00 per hour	20 hours	20 hours at \$125 per hour	\$2,500.00
Consultant/Coach	8 hours per 7 consultants	56 hours	56 hours at \$50 per hour	\$2,800.00
Onsite Consultants	\$100 per hour	250 hours	250 hours at \$100 per hour	\$25,000.00
Onsite Coaches	\$75 per hour	333 hours	333 hours at \$75 per hour	\$24,975.00
Project Director	\$50 per hour	328 hours	328 hours at \$50 per hour	\$16,400.00
Project Director Benefits	at 18%			\$3,600.00
Travel (Consultant/Presenter/Director)	Mileage at .50 per mile, plus accommodations when needed	30 districts/schools for multiple meetings plus presenter travel approximately 17,150 miles. Accommodations as needed \$1,000.00		\$9,575.00
Misc. Project Supplies/Resource Materials; Food				\$2,725.00
Subtotal				\$92,575.00
Indirect Costs at 8%				\$7,406.00
Total				\$99,981.00

Funding Source: Funding for this contract is 100% Federal Funds from the following accounts:

06-56-56-563010-32610000-072 (object code 509073)	FY13: \$ 40,000.00
06-56-56-562010-64220000-102 (object code 500731)	FY13: \$ 10,000.00
06-56-56-562010-32790000-102 (object code 500731)	FY13: \$ 49,981.00

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:

Paul Leather
Deputy Commissioner
NH Department of Education
101 Pleasant Street
Concord, NH 03301



Contractor
Initials

10/19/12

Date

Exhibit C

Subject to Governor and Council approval, authorize the Department of Education to exercise a renewal option on this contract for up to one additional fiscal year, subject to the contractor's acceptable performance of the terms therein and pending legislative approval of the next biennium budget.



Contractor
Initials



Date

ADDENDUM

KEY ACTIVITIES AND DELIVERABLES

<p>Survey of NH School leaders administered to assess implementation awareness, status and need. Needs shared with both steering committee and consultant workgroups.</p>
<p>Steering Committee invitations issued; first meeting held.</p>
<p>Core consultant workgroup identified and convened: to discuss experience working on school improvement; promote common language and use of resources; set core consultant and coaching goals, and develop feedback plans.</p>
<p>Initial meetings with newly formed NHDOE sponsored resources: Regional Technical Assistance Providers and Comprehensive Technical Assistance Network. Schedule ongoing participation to keep project participants current with new initiatives, common understandings, and collaboration.</p>
<p>Finalize plan for early December "Kickoff" event to include: 1. Basic orientation to standards; 2. General review of implementation status with highlights from early adopters; 3. Explanation of project consultation/coaching services; 4. Explanation of procedures to access project services; 5. Introduction to key staff.</p>
<p>Meet with established NH Professional Development Centers: NCES, Seacoast PD Center, and Southwestern New Hampshire Educational Support Center at Keene State college to discuss emerging professional development needs. Encourage and design collaborative expansion of regional CCS related professional development. Propose ongoing meeting schedule.</p>
<p>Information Webpage is developed on SERESC website. Offers national, statewide and local resource information. Posts information about professional development events that support project outcomes, sponsored by NHDOE, NH Professional Development Centers and Collaboratives, and other educational support entities such as NHSAA, ASCD-NH, and Learning Forward NH. Website becomes focal point for application information, answers to frequently asked questions, updates from early adopters, observations/blogs from project leaders, participants and others. Link to NHDOE and other relevant sites. NHDOE memos and updates re: CCS linked to and posted.</p>
<p>Hold kickoff event for state educational leaders at SERESC and in the North Country. Discuss current understandings of status of implementation and gather new information to inform the project.</p>
<p>District/school applications for consulting/coaching services reviewed. Selection and consultants matched for first ten schools</p>
<p>Onsite pilot work begins in a few districts. Consultant workgroup meets to review results, design/redesign.</p>
<p>Consultants and project director develop work schedules and projected outcomes based on initial meeting with assigned schools.</p>
<p>Consulting activity begins with first meetings with first group of ten districts. The initial meeting to develop outcomes, select evaluation metrics and determine consulting or coaching plan.</p>
<p>Second district group of 20 is processed from application pool. Consultants matched with districts.</p>
<p>Core consultant group meets with Project Director to report their observations of high need topics relating to CCS and recommendations on how professional learning on those topics could be delivered for maximum long-term effect.</p>
<p>Meet with Regional Professional Development Centers to review lineup of professional development events relating to introduction of CCS, and instructional shifts and professional learning needs. Discuss ways to collaboratively expand offerings.</p>


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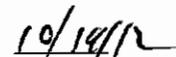

Date

ADDENDUM

KEY ACTIVITIES AND DELIVERABLES continued

Second group of twenty districts begins onsite work.
Core consultant workgroup meets 1-2 times to review progress, trends, ideas to improve process based on pilot and first group work.
Steering Committee meets to review progress.
Applications posted for districts who would like to apply for proposed year two support .
Onsite project work wraps up for school year.
Determine additional consultant/coach needs and convene proposed year two team.
Develop a plan to include early adopters in the statewide implementation plan for summer and proposed year two.
Wrap-up in-district project work. Begin district sponsored summer session activities.
Project report to NHDOE and Steering Committee. Request for continuation of project.
Project reflection sent to participants and posted on website. Summary of activities and results also posted on website.


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Date

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 SOUTHEASTERN REGIONAL EDUCATIONAL SERVICE CENTER is a New Hampshire nonprofit corporation formed August 6, 1974. 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 14th day of March A.D. 2012

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State



SERESC

Southeastern Regional Education Service Center, Inc.

29 Commerce Drive
Bedford, NH 03110
Phone: 603-206-6800
Fax: 603-434-3891
www.seresc.net

RICHARD LASALLE
Executive Director

CERTIFICATE OF AUTHORITY

The Board of Directors of the Southeastern Regional Education Service Center, Inc. do hereby certify that Richard LaSalle is the duly appointed Executive Director of the Southeastern Regional Education Service Center, Inc. a New Hampshire Corporation duly existing under the law and having a principal place of business in Bedford, New Hampshire.

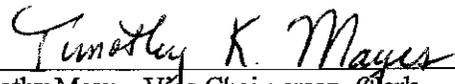
The Board also certifies that Richard LaSalle is authorized by the Board of Directors of the Southeastern Regional Education Service Center, Inc. to sign on behalf of the corporation; all contracts, agreements, documents, application for payment from the Governor and Council, state bodies and all other individuals and entities.

The Board further certifies that Richard LaSalle is authorized to execute on behalf of the Corporation; all contracts, agreements and other similar documents.

8/20/12
Date


Dr. Charles P. Littlefield, Chairperson
SERESC Board of Directors

The foregoing resolution has not been amended or revoked and remains in full force and effect as of 10/19/12.


Timothy Mayes, Vice Chairperson, Clerk
SERESC Board of Directors

DONNA ANDERSON, Notary Public
My Commission Expires September 9, 2014


8/20/12
Hillsborough NH



CERTIFICATE OF LIABILITY INSURANCE

SOUTHEA OP ID: MS

DATE (MM/DD/YYYY)

10/24/12

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PRODUCER Brown & Brown (Merrimack) 309 Daniel Webster Highway Merrimack, NH 03054 Mark Cote	603-424-9901	CONTACT NAME:	
	603-424-3203	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A: Citizens Ins Co Of America			31534
INSURER B: Massachusetts Bay Insurance Co			22306
INSURER C: *Hanover Insurance Company			22292
INSURER D:			
INSURER E:			
INSURER F:			

INSURED **Southeastern Regional Ed Service Ctr Inc.**
29 Commerce Drive
Bedford, NH 03110

COVERAGES

CERTIFICATE NUMBER:

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 SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			ZBV962677700	07/01/12	07/01/13	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER							PRODUCTS - COMP/OP AGG \$ Included
<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							\$
A	AUTOMOBILE LIABILITY			ABV9626162	07/01/12	07/01/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		UHV9636434	07/01/12	07/01/13	EACH OCCURRENCE \$ 3,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 3,000,000
	<input type="checkbox"/> DED	<input checked="" type="checkbox"/> RETENTION \$ 0					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WDV962085600	07/01/12	07/01/13	WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							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

NH Department of Education 101 Pleasant Street Concord, NH 03301	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 <i>Michael Sullivan</i>

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Inspiring innovation and excellence in education
and professional practice.

SERESC Executive Committee 2012-2013

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plittlefield@sau15.net

Administrative Assistant

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Sandy Swanson x1116
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1 Highlander Court
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SAU #27
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hlabranche@sau28.org

Susan Cad x10
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Bedford, NH 03110

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Listserve – seresc-supt@seresc.net

Revised: 9-28-12

Key Personnel

Richard A. La Salle
Carolyn A. Woodman
Maryclare J. Heffernan, M.Ed.
Saundra S. Kent
Betty M. Erickson
Karen Matso
Lyn Ward Healy

Richard A. La Salle

Contact

Address

1

Leadership Experience

ADJUNCT PROFESSOR

2009-Present

Rivier College - Nashua, New Hampshire

- ❖ Graduate course instructor for Educational Administration
- ❖ Intern practicum and fieldwork supervisor

EXECUTIVE DIRECTOR

August 2012-Present

SERESC - Bedford, NH

- ❖ Supervise and lead all aspects of this non-profit education service center and conference center
- ❖ Reports to Executive Committee and Board of Directors

SUPERINTENDENT OF SCHOOLS

July 2007-July 2012

School Administrative Unit 55 - Plaistow, NH

Hampstead and Timberlane Regional School Districts

- ❖ Supervise and lead all aspects of a two-district SAU
- ❖ Develop and manage an \$85,000,000 budget
- ❖ SERESC Executive Committee 2007-2012
- ❖ SERESC Executive Committee Vice Chairperson 2011-2012

ASSISTANT SUPERINTENDENT

July 2005-July 2007

School Administrative Unit 55 - Plaistow, NH

Hampstead and Timberlane Regional School Districts

- ❖ Primarily responsible for Superintendent level administration of Hampstead School District
- ❖ Assistant Superintendent level support to the Timberlane Regional School District with an emphasis on personnel and hiring

ASSISTANT SUPERINTENDENT

July 1999-July 2005

School Administrative Unit 42 - Nashua, NH

Nashua School District

- ❖ Supervisory of all aspects of secondary education including construction of two new high schools
- ❖ District supervisory of curriculum development, professional development, K-12, technology, Title I, special education, athletics, and vocational technical education

PRINCIPAL

September 1995-June 1999

Broad Street Elementary School

Nashua, New Hampshire

- ❖ Administrator and instructional leader of PreK-grade 6 neighbourhood elementary school which included a large district-wide Preschool and an Emotionally Handicapped Program

ASSISTANT PRINCIPAL

July 1983-August 1995

Elm Street Junior High School

Nashua, New Hampshire

- ❖ Primary responsibilities included scheduling, staff supervision, student discipline and pupil personnel

TEACHING ASSISTANT PRINCIPAL

September 1981-July 1983

Spring Street Junior High School

Nashua, New Hampshire

- ❖ Teacher of Spanish and part-time principal

TEACHER OF SPANISH

Elm Street Junior High School

September 1981-July 1983

Nashua, New Hampshire

- ❖ Teacher of Spanish grades 8 and 9
- ❖ Women's Basketball Coach

Education

CAGS IN LEADERSHIP, CURRICULUM AND INSTRUCTION

1997

Rivier College Nashua, New Hampshire

- ❖ Advanced Graduate Study Program in Leadership and Instruction – Superintendent Certification

MASTER IN EDUCATION ADMINISTRATION

1980

University of New Hampshire Durham, New Hampshire

- ❖ Masters in Education Program in Administration and Supervision – Principal Certification

BACHELOR OF ARTS IN SPANISH

1975

University of New Hampshire Durham, New Hampshire

- ❖ Bachelor of Arts in Spanish – Teacher Certification

Awards and Recognitions

- ❖ 2012 NELMS Spotlight School – Timberlane Regional Middle School
- ❖ 2011 National Blue Ribbon Award School – Sandown North Elementary School
- ❖ 2010 New Hampshire School of Excellence – Timberlane Regional Middle School
- ❖ 2007 New Hampshire School of Excellence – Hampstead Middle School
- ❖ 2007 NELMS Spotlight School – Hampstead Middle School
- ❖ 2007 New Hampshire School of Excellence – Hampstead Central School

Memberships and Affiliations

- ❖ American Association of School Administrators 1991-Present
- ❖ New Hampshire School Administrators' Association 1991-Present
- ❖ Association for Supervision and Curriculum Development 2005-Present

References

WINFRIED FENEBERG	Assistant Superintendent, School Administrative Unit 55 30 Greenough Road, Plaistow, NH 03865	(603) 382-6119
SCOTT STRAINGE	Director of Secondary Education, Timberlane Regional School District 30 Greenough Road, Plaistow, NH 03865	(603) 382-6119
KELLI KILLEN	Director of Elementary Education, Timberlane Regional School District 30 Greenough Road, Plaistow, NH 03865	(603) 382-6119
MICHAEL HOGAN	Principal, Timberlane Regional Middle School 44 Greenough Road, Plaistow, NH 03865	(603) 382-7131
LORI AUBREY	Chairperson, Timberlane Regional School Board 14 Wingate Road, Sandown, NH 03873	(603) 887-1948
CATHERINE BELCHER	Administrative Assistant, School Administrative Unit 55 30 Greenough Road, Plaistow, NH 03865	(603) 382-6119

Carolyn

107 Hill-L...

SUMMARY

Strong background in project development/management, professional development for educators, grant writing/management, counseling and consulting, literacy, special education.

WORK HISTORY

1992-Present

Southeastern Regional Education Service Center (SERESC)

Developed, managed and supported SERESC projects including Supplemental Education Services, professional development, grant proposal writing, and special education consultation. (2003- Present)

Led a SERESC based planning group to organize an Autism Summit of clinical, medical, educational, technology, parents, and education providers. Received a grant from the Endowment for Health to support the Summit which took place in February 2012.

Consultation to the Allenstown School District and SAU#53 providing grant writing and management in relation to school improvement. (2009-12) Participated in SAU# 53 II-D Technology Proposal for grant awarded in December of 2009.

Project Director, New Hampshire Reading Excellence Across the DisciplineS (NHREADS), a partnership of SERESC, Plymouth State University and three partner school districts. Project focus was professional development to promote student achievement through content area comprehension, across the disciplines, grades 4-12. Worked with Co-leader and 8 content area consultants. 2006-2009

Project Director, CEIL (Content Enhancement Instructional Leadership), providing technical assistance to Principals and Content Leaders regarding Highly Qualified Status for Teachers. 2003-2009

Worked with SERESC, the NH Department of Education, and the Autism Society of NH to develop, organize and present statewide training for educators and parents who live and work with Children **with Autism/Pervasive Developmental Disorders (ASD)**. Professional learning in this area ASD continues at SERESC. 1997-

1986-1992

Special Education Administrator, Salem, NH School District

1978-1985

Special Education Director, In-service Coordinator, Gifted Education Coordinator, Maine School Administrative District # 45, Washburn, Moine

1974-1978

Special Education Teacher/Coordinator

Maine School Administrative District # 45, Washburn, Maine

1969-1973

High School English Teacher. Positions in Washburn, Maine; Presque Isle, Maine, and Hudson, NH

Current Certifications, NH : 0008 Curriculum Administrator; 0006 Special Education Administrator; 0040 Guidance Counselor 1900 General Special Education; 1907 Learning Disabilities

Other Professional Activities: Current Board Member, LearningForward NH (formerly named NH Staff Development Council); Board Member, Autism Society of NH, 2002-2009.

EDUCATION

1986

Master of Education, Counseling, University of New Hampshire

1978

Master of Education, Special Education Administration, University of Maine at Orono

1969

Bachelor of Arts English, University of Maine at Orono

M - - - - l.

Education

University of New Hampshire, Durham, NH - May, 1996
M.Ed. in Educational Administration and Supervision

Salve Regina University, Newport, RI – June, 1972
B.A. in Psychology Minor in Special Education

Education Consultant

1997- Present

SERESC, Bedford, NH

Education Consultant -

Associates for School Change (ASC)

- School Improvement Grant (SIG) Facilitation of Grant Proposals and Project Coordination for NH School Districts (2010 – Present)
- Restructuring Process - Facilitation of Year Long Planning Process for two NH schools (2010- Present)
- Systems Change - Facilitation and presentations in systems change process and use of data to inform decisions (2010- Present)
- District in Need of Improvement (DINI) and School in Need of Improvement (SINI) facilitation of planning process and implementation of Action Plans for multiple districts and schools. (2008- Present)

New Hampshire Department of Education (NHDOE)

- Special Education Program Approval and Improvement Process, Management Team member. (1997- Present)
- Special Education Focused Monitoring (FM) using a district-wide data driven improvement process. Member of FM Process development and implementation team. (2006-Present)
- NHDOE Consultant to NH Corrective Action Districts (2010-2011)
- NHDOE and DCYF Secondary Transition Project Director, (2003-2004)

NHDOE Response to Intervention (RTI) Task Force –

- Lead author RTI White Paper; Strategic Plan sub-committee, Member NH State RTI-PLC and Steering Committee, (2008-Present)

NHDOE Math Task Force

- Member NHDOE Math Task Force (2011 – Present)

New Hampshire Department of Health and Human Services

- Department of Health and Human Services (DHHS) Statewide Standardization Project, Co-Director (2008 – 2010)

School/District Improvement Projects: Consultation to NH schools and districts –

- Conducted reviews of district or school programs including: effective general and special education program models, assessment of student outcomes and root cause analysis. Including:
 - Danbury Elementary School, School Improvement Process, 2009-2010
 - Hampstead School District, Special Education Program Evaluation Study, 2004-2005
 - Newport/Sunapee School District, Special Education Program Evaluation Study, 2003-2004
 - Governor Wentworth School District, Ossipee Central School, Student Performance Study, 2003-2004
 - Litchfield School District, Special Education Program Evaluation Study, 2001-2002
 - Manchester School District, Paraprofessional Study, 2001

Additional Experience

1990 – 1997

Londonderry School District, Londonderry, NH

Special Education Program Director, Londonderry Middle School
Responsible for educational reform process that included the design and implementation of an inclusion model for 900+ student school, grades 6-8.

1978- 1983

Southeastern Regional Education Service Center (SERESC), Derry, NH

Project Director

Designed, implemented and facilitated regional high school based programs for students with educational disabilities.

1985- 1988

Associated Consultants Team (ACT), Concord, NH

Pinkerton Academy, Derry, NH
Liaison representative to Pinkerton Academy for the
Windham, Hampstead and Derry School Districts

1978 – Present

Workshop presentations and Facilitation--

Educational Systems Change; Response to Intervention (RTI),
Move That Subgroup; Data Driven Decision Making; Educational
Leadership; Special Education Inclusion; Paraprofessional Roles;
Effective Facilitation and Team Building; Creating a Culture of
Collective Responsibility, Focused Monitoring in New Hampshire,
among others.

Teaching Experience

1973-1978 **Derry School District, Derry, NH** – Special Education Teacher

1989-1990 **Henry W. Moore Elementary School, Candia, NH** – Special
Education Teacher

2007-Present **Plymouth State University, Plymouth, NH** – Adjunct faculty
member

Professional Associations - Association for Supervision and Curriculum Development
(ASCD); New Hampshire Association of Special Education Administrators (NHASEA).

Article – Learning to Love the Data, <http://www.seresc.net/learning-to-love-the-data> ,
September 2, 2011.

Saundra S. Kent

6

EDUCATION

MST Biology, 1977

University of New Hampshire
Durham, NH 03824

BS Chemistry, 1972

St. Bonaventure University
St. Bonaventure, NY 14778

Continuing Education

Cooperation, Collaboration, and Critical Thinking in Science, Grades 5-8, PBS On-line course. Sum 2004

Reading in the Content Areas- PBS Teacherline On-line course. Sum 2004

Data Stream Meteorology- On-line meteorology course using real data. Spr2004

Research for Better Teaching – framework for supervision and evaluation of teachers using the Charlotte Daneilson model. Aug 2003-April 2004

IMPACT NH Science Instrumentation Program- training on industrial quality ultraviolet and visible spectrum spectrometers. UNH, Sum 2003

NELMS Leadership Academy- Sturbridge, MA, Sum 2002

FOSS Elementary Science Kit Training- Northeastern Univ., MA, Sum 2000

Operation Pathfinder- Oceanography, Field Ecology, and Marine Biology, UNH, Sum '99

PROFESSIONAL EXPERIENCE

Educational Consultant – C.E.I.L. Project-SERESC, Bedford, NH. 2003-2004

Teaching Experience

McKelvie Middle School, Bedford, NH 6-8 Middle School

Sixth Grade Integrated Team	1996-2000
Seventh Grade Team (Science)	'89-'96 & '00-'01
Eighth Grade General Math & Science	1982-1989

Milford Area High School, Milford, NH 9-12 High School

College Prep Chemistry	1979-1982
College Prep Biology	1980-1981
Consumer Chemistry	1979-1980
Biochemistry (half year mini course)	1981, 1982

Hinsdale Central School, Hinsdale, NY K-12 School

Regents Biology and Chemistry	1972-1976
Seventh Grade Life Science	1972-1976
Eighth Grade General Science	1974-1976

Outdoor/Environmental Education

Harris Center for Conservation Education, Hancock, NH, 2001-2003
Youth Conservation Corps, Blue Hills, Canton, MA, Sum 1978
Boston University Sargeant Camp, Peterborough, NH, Win & Spr 1978
Nature's Classroom, Monterey, MA, Fall 1977

AWARDS

1994 NH Secondary Science Teacher of the Year
1993 Presidential Award for Excellence in Math and Science Teaching
1990 & '93 NH Presidential Award for Excellence in Math and Science Teaching
1988 Governor's Grant for Excellence in Education for Project DISCOVER
1976 UNH Tuition Scholarship for MST Program

PROFESSIONAL ACTIVITIES

WORKSHOPS PRESENTED

Looking at Assessment- Fall Mt. Regional High School, Fall 2004
Fish Banks, Invasive Species, & Great Ocean Rescue- Keene, Gorham, SERESC
Professional Development Centers, Jan-April 2004
Effective Learning in Science- Maxi Session, Math&Science Do Go Together, &
Reading & Wrting in Science; NELMS Annual Conference, Providence, RI,
Mar 2002
Two Days of Science Workshops –NELMS Math/Science Conference, Sturbridge,
MA, Dec. 2001
Let's Get Physical- Forces and Simple Machines, Bedford, NH, Win 2001
Let's Get Physical- Characteristic Properties, Bedford, NH, Fall 2000
Three Days of Science Workshops - The Best of Summer NELMS Conference,
Sturbridge, MA, Sum 1999
Concord Teacher Professional Development Series- Monthly after school workshops for
K-8 Teachers, Concord, NH, Oct '97-May '98

ADDITIONAL PROFESSIONAL ACTIVITIES

NH Science Frameworks Revision Committee- NH Dept. of Education, 2004
NH Science NHEIAP Committee Member – Both Sixth and Tenth Grade Committees,
Sum 2003
Consultant to Goffstown School District – Science Needs Assessment, Curriculum
Mapping K-4, 2002-2003
Consultant to Hillsboro-Deering School District – Mentor to Three High School Science
Teachers; Developed Integrated Unit with Fifth Grade Teachers 2002-2003
Consultant to Chichester Community School – Focus on Science Content and
Pedagogy for K-4 Teachers; Modeled Good Science Teaching Practice for
Teachers 5-8, 2002-2003
JASON Project Trainer for UNH IMPACT and NH Public TV, 2001-2002
Director FIRSTPlace Forensic Science Summer Camp for 10-12 yr olds, Manchester,
NH, Sum 1998
Committee Member for NH State Professional Teaching Standards – Science

Betty M. Erickson

Gr -
603 7

Educational Background

1995	C.A.G.S., Boston University, Boston, MA Curriculum and Instruction
1990- 1995	Ed D Candidate -- Boston University, Boston, MA, Mathematics Education
1981-1987	Masters + 30 Notre Dame College, Manchester, NH
1977	M Ed Instructional Media Boston State College, Boston, MA
1972	BS Ed. Elementary Education, Boston State College, Boston, MA

Professional Experience

2008-present	Mathematics Consultant
2008-2011	MSP Grant for UNHM and the Manchester School District for 25 teachers taught by a mathematics professor and myself as the mathematics educator
2006-2008	School Improvement Coach for NHDOE
2006-prsent	First Steps in Mathematics Trainer
2005-present	UNH-Manchester Adjunct Math Methods Course
2000 summer	Fulbright Teacher Program- taught in Ofunato, Japan
1998	Australia-taught with NH teacher program

1997- 2006	Kearsarge Regional School District full time Mathematics Coordinator
1994-1997	Kearsarge Regional School District ½ time Math Coordinator, ½ time Math/Science teacher-fifth grade Bradford
1994-2006	Parent Math Class- one night a week
1994-2006	Family Math Nights at McDonalds
1992-1994	Kearsarge Regional Elementary School @ Bradford-5 th grade math/science teacher
1991-1992	Sabbatical- Boston University Doctoral Candidate
1991	Shurtliffe School Chelsea, MA- modeled math lessons for Boston University, Grades 4-6
1990-2005	New England College, Henniker, NH Taught Math Methods Course
1987-1997	KRES @ Bradford, NH Grade 5 Math/Science
1987/1988	Taught a summer program in Gifted Ed, MINDSCAPES Taught the Gifted Math Program for Kearsarge
1983-1987	Newbury Elementary School, Newbury, NH Gr 4 Head Teacher
1982- 1992	Notre Dame College Manchester, NH- Adjunct Graduate/ Undergraduate courses
1982-1983	KRMS New London, NH Grade 6 Math/Reading
1980-1982	Newbury Elementary School Newbury, NH Grade 4
1977-1979	Wheelock Lab School Keene, NH Grade 4 & 5
1973-1977	St. Raphael's School W. Medford, MA Grade 5
1972-1973	St. Andrew's School Jamaica Plain, MA Grade 4

Awards

2006	NH Distinguished Educator
2000	Toyota Time Grant from NCTM
1995	Richard Balomenos Mathematics Education Service Award
1995	Woman of Excellence Award- Regis College, Weston, MA
1994	Exxon Education Foundation Grant
1990	Presidential Award Recipient for Elementary Mathematics
1990	FAA New England Region Excellence in Aviation Education Award Program
1990	Certificate of Recognition KRSD on Cooperative Learning
1990	Certificate of Commendation- Exceptional Service to Students
1990	Certificate of Award- US Space Academy, Tuition Grant
1988	NH-ATMNE Exemplary Teacher of Mathematics
1986	Kodak- Photography in the Classroom Award

Publications

2010	NH Quantitative Literacy Action Plan
2000	NH Local GLE's
1998	NH Equity Frameworks
1995	NH Addendum 4-6
1994	Book Reviews in Teaching Children Mathematics
1992	New England Mathematics Journal- Discrete Math Article
1991	Book Review in Arithmetic Teacher
1990	NH Curriculum Frameworks

KAREN MATSO

EDUCATION EXPERIENCE

RTI COORDINATOR

7/10-Present

York Schools, York Maine

- Train staff to use Pearson Inform student data tool
- Facilitate grade level PLC's
- Analyze district wide data
- Develop protocols for RTI all levels
- Facilitate RTI leadership teams

PERFORMANCE PLUS TRAINER and COORDINATOR

5/09-6/2011

New Hampshire Department of Education, Concord, NH

- Train educators in P+ tools
- Coordinate P+ training team
- Develop Training materials
- Manage training schedule for training team

ADOLESCENT LITERACY SPECIALIST

9/06-6/09

Kittery Schools, Kittery, ME

- Train staff in methods to integrate literacy instruction into content areas
- Train staff to access and interpret student data
- Conduct school-wide assessment of reading and writing skills
- Provide 1-1 and small group instruction to High School students
- Run literacy skills workshops for Middle and High School students

ENTREPRENEUR

9/02-8/06

Homeschool Ed-Venture, Kittery, ME

- Researched market and networked to build clientele
- Developed and distributed marketing materials
- Designed and taught yearlong curriculum for High School students
- Designed and taught short courses on research, nonfiction and creative writing to students ages 11-17

PRIVATE COSULTANT

11/04-8/05

Exeter Speech Language and Education Associates, Exeter, NH

- Conducted formal and informal literacy assessments for students, ages 8-17
- Provided diagnostic instruction in reading and writing skills
- Provided instruction in reasoning and meta-cognition

SPECIAL EDUCATION TEACHER

- Designed and implement curriculum for special needs students.
- Facilitated team meetings for Individual Education Plans.
- Performed educational assessments.
- Supervised assistants.

Mast Way School, Lee, NH

8/99-11/01

Barrington Elementary School, Barrington, NH

8/97-6/99

Mary McDowell Center for Learning, Brooklyn, NY 9/96-8/97

REGULAR EDUCATION TEACHER

Compton Unified School District, Compton, CA 9/91 - 6/93
- Taught bilingual third grade in East Los Angeles.

SOCIAL WORK EXPERIENCE

SOCIAL WORKER

Big Sisters, New York, NY 9/95 - 5/96
- Provided individual and group therapy in school setting for children ages 7-12 years.

The Legal Aid Society, Brooklyn, NY 9/94 - 9/95
- Provided case management and therapeutic services for adolescents and children involved in delinquency and neglect cases.

SPECIALIZED TRAINING

Fountas and Pinnell Benchmark System 2/11

Pearson Inform student-data system 5/10

Performance Plus student-data system 5/09

Precision Teaching Training 4/06

Lindamood Bell Training, Exeter, NH 6/99

Orton Gillingham Training, Mary McDowell Center For Learning, NY 9/96

HONORS

Teach For America, Los Angeles, CA. 9/91-6/93

EDUCATION

CAS Education Leadership, University of Maine Portland, Maine 1/12- present

MS. Ed., Bank Street College. New York, NY. Special Ed. Concentration 5/97

MSW., Columbia University, New York, NY 5/97

Teaching Credential, California State University, Dominguez Hills; 9/93
Licensed to teach in the states of NH and ME

BA., Colgate University, Hamilton, NY. English Major, Peace Studies Minor 5/91

Lyn Ward Healy

603 336 5886

lynwardhealy@unh.edu

As an experienced educator with a wide variety of experiences and a multifaceted ability to work effectively with other educators, my ongoing goal is to continue working to improve student learning across the PreK-12 continuum. The guiding principle in all of my work is to answer the question, "What's best for our kids?" At this point in my career, the answer focuses on adult learning.

Education

CAGS	Education Administration	University of New Hampshire
Ed. M	Administration, Planning and Social Policy	Harvard University
A.B. <i>cum laude</i>	Psychology and History	Albion College

Certification

New Hampshire: Superintendent, Principal and Elementary Educator

Experience

Epping School District current

Director of Professional Learning

Responsible for implementation of District Reform Model in areas of curriculum, instruction, assessment, accountability and professional learning; coordinate mentoring program; facilitate district committees including professional development and revision of Master Plan as well as curriculum committees; collaborate in the design of the teacher evaluation model; teacher coaching including implementing improvement plan, as well as new teachers and teachers not on continuing contract; organize professional learning experiences in the district for all professional and paraprofessional staff.

Epping Middle School 2006-2010

Principal

Responsible for the design, restructuring and implementation of an effective middle school based on current research and best practices for young adolescents in grades six- eight. Implemented comprehensive literacy plan, aligned curriculum, addressed assessment practices, coordinated examination of instructional practices, directed professional learning and developed school culture and climate to ensure student success. Serve as a member of the District's Leadership Team which has monitored DINI status as well as a member of both the Professional Development Committee which has written and monitors a new Master Plan and the Teacher Evaluation Committee which has designed a new and helped implement a new model of supervision and evaluation.

New England League of Middle Schools Associate Executive Director	2001-2006
Responsibilities included organizing school based professional development to middle schools across New England; providing professional development in the areas of higher functioning teaming including using data and curriculum mapping; school scheduling; adolescent development and its implications for instruction; middle grades philosophy and curriculum integration; implementing redesigned school assessment programs; coordinating professional writing publications and contributing professional writing to Journal and MidLines; advocating best practices for the middle grades in multiple grade level configurations; and, addressing policy initiatives with appropriate boards and panels	
Rye School District RTI Coach	current
Responsibilities include meeting with teaching teams at the elementary and middle level schools to implement an effective intervention program	
Granite State College, NH Adjunct Instructor	2003-2009
Course offerings: <i>Perspectives on Adolescent Development and Educational Psychology</i>	
Plymouth State University, NH Adjunct Instructor	current
Course offerings: Special topics such as Adolescent Literacy and Middle Level Practices	

Related Experience

Independent Education Consultant
 NELMS Consultant and paid conference presenter
 NH Listens Facilitator
 NHASCD and ASCD member
 Leadership NH, Class of 2001

Prior/Additional Experience

Mastricola Middle School, Merrimack, NH Assistant Principal	1994 – 2001
Elm Street Junior High School, Nashua, NH Coordinator of Alternative Education Alternative Classroom Teacher	1986 – 1994
Elementary Educator	Joliet, IL Public Schools
Early Childhood Lab School Instructor	Rivier College, Nashua, NH
Supervisor, Principal Practicum	Harvard University, Cambridge, MA
Assistant Director of Public Relations	Clarke College, Dubuque, IA
Admissions Counselor	Albion College, Albion, MI

Supplemental Information – Presentation Topics

Curriculum

- Common Core State Standards
- Literacy in the Content Areas
- Integration of Mathematics and Literacy in the Unified Arts
- Competency Based Curricula

Instruction

- Mentoring Programs
- Classroom Management
- Instructional Strategies
- Response to Intervention/ Response to Instruction!
- Building schedules – master schedules and team schedules
- Advisory Programs/Personalization of Learning

Assessment

- Project Based Learning
- Reporting and Grading Systems
- Whole School Assessment Process

Accountability

- Design and Implementation of Teacher Evaluation Model
- SINI and DINI Plans
- School Improvement Planning
- Looking at Student Data

Professional Development

- Professional Learning Communities – implementation, sustainability
- Design and Implementation of Master Plans
- Coordination and Design of Annual PD planning

General

- Leadership coaching
- Planning
- Facilitating
- Middle Level Research, Design and Best Practices
- Young Adolescent Development