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Frank Edelblut
Commissioner

Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, NH 03301
TEL. (603) 271-3495
FAX (603) 271-1953

November 22, 2022

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

REQUESTED ACTION

For submission on the consent calendar, authorize the Department of Education to enter into an educational tuition agreement and pay said costs in the amount of \$708.80 as follows:

Institution:	Granite State College 25 Hall Street Concord, NH 03301 Online Course
Course Title:	LD850 Leadership Integrative Capstone
Course Date:	April 3, 2023, through June 23, 2023
Degree Program:	Master's Degree
Graduation Date: (if applicable)	July 2023
Employee Name and Classification:	Katelyn Komisarek Agency Audit Manager
Vendor Code:	# 177491
Funding Source:	06-56-56-565610-60030000-066-500544
Total Cost of Course:	\$708.80
State Share:	\$708.80
Source of Funds:	100% Other Funding Source

EXPLANATION

This integrative course is the final course in the Master of Science in Leadership program. The focus of this course is on defining and researching a leadership type or problem. The applied research provides the student the opportunity to utilize strategies, research skills, analytical tools, and models, they have learned as well as decision sciences with a culminating research project that can be of strategic benefit to the student and their current organization. The applied research throughout this course will benefit the department as its focus includes how to lead in today's environment, components of leadership practice

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and how to implement them, and how to finesse your own abilities to contribute to organizational effectiveness. Katelyn has and will continue to use the skills and knowledge learned throughout the master's program, in her work every day and as she aspires to continue to advance her career within the department.

The applied research topic Katelyn has selected for this course is emotional intelligence and organizational leadership. As this research focuses on management theories and practices, Katelyn will be able to apply what she has learned as she meets with program administrators to development and document program needs and assessments. Emotional intelligence develops a positive work culture among an organization, which increases efficiency and productivity. Furthermore, it improves awareness and self-control, which allows the leader to communicate with confidence, clearly and effectively. Increased emotional intelligence will enhance bureau performance and effectiveness and support the mission to develop, implement and support a strong and consistent culture of federal education grant compliance, both internally and externally.

Katelyn has been employed with the state, at the Department of Education since February 2020. In July 2022, Katelyn transitioned from her role as Criminal Records Coordinator into the Agency Audit Manager position within the Division of Education Analytics and Resources. In this position, Katelyn will provide technical and training assistance to school districts and nonprofit organization, review internal controls of the department's various bureaus and districts to ascertain compliance, and present findings of audits to appropriate agency officials, including school administrators, school boards, and members of legislators. With this course, Katelyn will synthesize, integrate, and deepen the management knowledge and experience gained through the Master of Science in Leadership program, which she has successfully completed all required coursework in the past year.

The Department of Education encourages professional and personal growth, which will be beneficial to both the employee and to the Department.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully Submitted,



For Frank Edelblut
Commissioner of Education



THE STATE OF NEW HAMPSHIRE
 EDUCATIONAL TUITION AGREEMENT
 DEPARTMENT OF EDUCATION

Agreement dated this 15 day of November 2022 by and through the Department of Education (hereinafter referred to as the "State) and Katelyn Komisarck (hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay to the named institution the sum of \$708.80, which monies shall be used for the purpose of enrolling the Recipient in: LD850 Leadership Integrative Capstone, which course(s) is being offered by Granite State College and which course(s) shall commence on April 3, 2023, and terminate on June 23, 2023.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the Recipient fail to complete or achieve a passing grade in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue in the employ of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of six (6) months.
5. The Recipient shall work in any area of the State to which he/she may be assigned, provided that such assignment will not constitute a severe hardship to said Recipient.
6. Should the Recipient breach any of the conditions set forth in paragraphs 4 and 5, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course(s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
7. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
8. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hands on the date first above written.

RECIPIENT

(signature)

[Handwritten signature of Katelyn Komisarck]

(printed name) Katelyn Komisarck

NOTARY State of New Hampshire, County of Merrimack:

On this the 15 day of November, 2022, before me, Allison Blodgett, the undersigned officer, personally appeared, Katelyn Komisarck (recipient) known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

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

[Handwritten signature of Allison Blodgett]
 Notary Public



THE STATE OF NEW HAMPSHIRE

(signature) Christine M. Brennan

(date) 11/29/2022

For

(printed name, title) Frank Edelblut, Commissioner of Education