



Over \$2 Billion and Counting for our Schools

NOV 23 2022
GOVERNOR Christopher T. Sununu
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COMMISSIONER H. Andy Crews
COMMISSIONER Erle B. Pierce
EXECUTIVE DIRECTOR Charles R. McIntyre

MLC

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November 22, 2022

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

REQUESTED ACTION

The New Hampshire Lottery Commission requests to place an item on the Consent Calendar.

The New Hampshire Lottery Commission requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$864.00 as follows:

INSTITUTION:	Online Southern New Hampshire University 2500 N. River Road Manchester, NH 03106
COURSE:	BUS-210 Managing and Leading in Business
COURSE DATES:	January 2, 2023 – February 26, 2023
EMPLOYEE:	Devin Goley Lottery Operations Assistant
ACCOUNT:	Funds to be encumbered from New Hampshire Lottery Commission, Lottery Division Account FY 2023: 06-083-083-830013-20280000 Training 066-500544
TOTAL COURSE COST:	\$864
STATE SHARE:	\$864
SOURCE OF FUNDS:	Lottery Fund



Live Free or Die

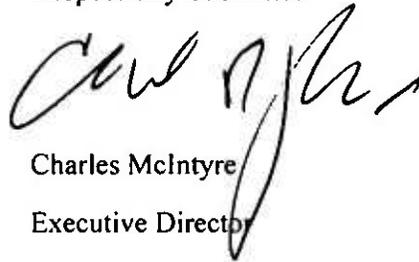
New Hampshire Lottery Commission 14 Integra Drive Concord, New Hampshire 03301
TEL 603.271.3391 FAX 603.271.1160 TDD 1.800.735.2964 www.nhlottery.com

November 22, 2022

EXPLANATION

NH Lottery Commission requests permission for Devin Goley, Lottery Operations Assistant in the licensing department, to attend Managing and Leading in Business (BUS-210) at Southern New Hampshire University for an eight-week term beginning January 2, 2023. Ms. Goley will participate in this course online and in her own time. BUS-210 teaches managing and business skills that can be applied to her current position. These skills will broaden Devin's role in the licensing department by enabling her to accept a broader range of duties while improving to workflow and productivity of her department.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Charles McIntyre', is written over the typed name and title.

Charles McIntyre
Executive Director



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REQUEST FOR EDUCATION TUITION ASSISTANCE

(To be completed by Employee)

Employee

Name: Devin Goley

Title: Lottery Operations Assistant

Educational Institution

Name: Southern New Hampshire University

Address: 2500 N River Road, Manchester, NH 03106

Course Information

Title: BUS-210 Managing and Leading in Business

Dates From: January 2, 2023 to February 26, 2023

Cost: \$864

Description:

Students will explore leadership and management theories and how to incorporate them in one's own personal style for effective contribution and collaboration in diverse team environments and learn about the skills necessary to lead in various organizational structures and areas of business. Students will also examine how the functional areas of business are interrelated and work together in organizations.

Justification and job relevance:

This class will help me learn different leadership and management styles. It will also help me develop my own personal style in working with different teams of people. It will help me grow and learn how to work in different areas of business, helping me to further my career.

I have read the Education Tuition Assistance Document and agree to the terms.

Employee Signature: Devin Goley

Date: 11/22/22

Approvals	
Supervisor:	<u>[Signature]</u>
Deputy/Executive Director:	<u>[Signature]</u>
Governor & Council:	_____



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EDUCATION TUITION AGREEMENT

Agreement dated this 22nd day of **November 2022**, by and through the New Hampshire Lottery Commission (hereinafter referred to the "State" and **Devin Goley** 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 **\$864**, which monies shall be used for the purpose of enrolling the Recipient in: **BUS-210, Managing and Leading in Business**, which course (s) is being offered by **Southern New Hampshire University** and which course (s) shall commence on **January 2, 2023** and terminate on **February 26, 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 grade of B or better 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 to be an employee 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 **12** months.
5. Should the recipient breach any of the conditions set forth in the paragraphs above, 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.
6. 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.
7. 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 representative of the State, in his/her official capacity only, and without personal liability, and the Recipient, has hereunto set their hands on the date first above written.

Devin Goley
RECIPIENT

Lynda E. Clark
THE STATE OF NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE COUNTY OF MERRIMACK

On this the 22 day of November 2022 before me, Devin Goley the undersigned officer, personally appeared, 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.
Sharda B. Rao
Notary Public/Justice of the Peace

