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STATE OF NEW HAMPSHIRE
DEPARTMENT OF MILITARY AFFAIRS AND VETERANS SERVICES
STATE MILITARY RESERVATION, 1 MINUTEMAN WAY
CONCORD, NEW HAMPSHIRE 03301-5607

David J. Mikolaities, Major General
The Adjutant General

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December 2, 2025

Her Excellency, Governor Kelly A. Ayotte
and The Honorable Council
State House
Concord, New Hampshire 03301

Dear Governor and Councilors,

REQUESTED ACTION

Pursuant to the New Hampshire Division of Personnel Administrative Rules, Per 1206 "Educational Leave", authorize the Department of Administrative Services to grant an educational leave of absence for Connor Spem, an employee with the New Hampshire Department of Military Affairs and Veterans Services, for a period of six months, effective upon Governor and Council approval for the period of February 2, 2026 through July 24, 2026.

EXPLANATION

Pursuant to the New Hampshire Division of Personnel Administrative Rules, Per 1206.01, upon approval of the governor and council, the appointing authority may, in accordance with (b) "in order for an employee to attend course work which occurs during or overlaps with the employee's normal work schedule", grant paid or unpaid educational leave to any permanent employee.

Connor Spem is completing course work on her Bachelor of Social Work degree at the University of New Hampshire – Durham campus. The course work includes both classroom learning and an internship. She has been employed by the Department of Military Affairs and Veteran Services since October 18, 2024, and requires this course work to complete her degree and return to work at the end of her educational leave. Ms. Spem will continue to work approximately 20 hours a week in her position during this time and understands she will not be entitled to earn salary increments, holiday pay, annual leave, sick leave, or seniority while on such leave.

Your approval of this educational leave would be greatly appreciated.

Respectfully submitted,

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DAVID J. MIKOLAITIES
Major General, NH National Guard
The Adjutant General