

Commission on Governmental Ethics and Election Practices Mail: 135 State House Station, Augusta, Maine 04333 Office: 45 Memorial Circle, Augusta ME, 04333

Website: www.maine.gov/ethics

Phone: 207-287-4179 Fax: 207-287-6775

REGISTRATION OF LEGISLATIVE DESIGNEE(S) FOR STATE DEPARTMENTS & AGENCIES

Coversheet

Instructions

Requirements and definitions. Each state department or independent agency must register its legislative designees with the Maine Ethics Commission within 15 days of the convening of a regular legislative session. A legislative designee is any employee who: (1) is directed by the head of a department or agency to lobby for the department or agency or (2) is reasonably expected to lobby for the department or agency for more than 10 hours during the session.

Completing the registration. A department or agency registers all its legislative designees on a single form, rather than an individual form for each legislative designee. You must use this registration form and may duplicate Schedule A as needed. Legislative designee registrations must be submitted annually prior to the beginning of a regular legislative session.

Amending a registration. A department or agency must notify the Commission in writing within fifteen (15) business days of any change to its legislative designees. After the annual registration is submitted, the department or agency must submit a Legislative Designee Change Form to add or remove a legislative designee.

Public listing. A list of all legislative designees will be available to the public on the Commission's website.

| Department / Agency Information | | | | |
|---|------------------|--------------------|--------------------------|--|
| Department /Agency Name | | | | |
| Department of Education | | | | |
| Main Office Mailing Address 23 State House Station | | | | |
| City | State | | Zip | |
| Augusta | ME | | 04333-0023 | |
| Pers | on Compl | eting Form | | |
| Full Name | | Title | | |
| Danielle McKay | | Secretary Associat | e, Commissioner's Office | |
| Mailing Address (if different from the main office) | | | | |
| Same as above | | | | |
| City | State | | Zip | |
| | | | | |
| Email | Phone | | Fax | |
| danielle.mckay@maine.gov | 207-624- 1963 | -6663 / 207-649- | | |

SCHEDULE A LEGISLATIVE DESIGNEES

| Name | Title | Email |
|--------------------------------|---|----------------------------|
| Adriane Ackroyd | Assist. Director Child Nutrition | adriane.ackroyd@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-592-1722 |
| Name | Title | Email |
| Mary Adley | State Agency Clients | mary.adley@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6671 |
| Name | Title | Email |
| Jennifer Belanger | Legislative & Constituent Services Specialist | jennifer.belanger@maine.go |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-620-4575 |
| Name | Title | Email |
| Courtney Belolan | Director of Policy and Government Affairs | courtney.belolan@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-215-7396 |
| Name | Title | Email |
| Susan Berry | Health Education & Health Promotion Coordinator | Susan.berry@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-215-1844 |

| Department/Agency: | Education | | Page#: | 3 of 10 | |
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| | | SCHEDULE A LEGISLATIVE DESIGNER | S | | |

| | SCHEDULE A LEGISLATIVE DESIGNEES | | | |
|--------------------------------|--|--------------------------------|--|--|
| Name | Title | Email | | |
| Kathy Bertini | Interdisciplinary Instruction Team Coordinator | kathy.bertini@maine.gov | | |
| Mailing Address (if different) | Bureau/Division | Phone | | |
| | | 207-624-6642 | | |
| Name | Title | Email | | |
| Jodi Bossio-Smith | Director of Assessment | jodi.bossio-smith@maine.gov | | |
| Mailing Address (if different) | Bureau/Division | Phone | | |
| | | 207-530-1462 | | |
| Name | Title | Email | | |
| Scott Brown | Director of Facilities & Transportation | scott.brown@maine.gov | | |
| Mailing Address (if different) | Bureau/Division | Phone | | |
| | | 207-592-3790 | | |
| Name | Title | Email | | |
| Shelly Chasse-Johndro | Director of Federal Relief | shelly.chassejohndro@maine.gov | | |
| Mailing Address (if different) | Bureau/Division | Phone | | |
| | | 207-458-3180 | | |
| Name | Title | Email | | |
| Daniel Chuhta | Deputy Commissioner | daniel.chuhta@maine.gov | | |
| Mailing Address (if different) | Bureau/Division | Phone | | |
| | | 207-592-1744 | | |

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| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Richard Colpitts | Director of Education in Unorganized Territories | richard.colpitts@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6895 |
| Name | Title | Email |
| Maryalice Crofton | Executive Director Volunteer Maine | maryalice.crofton@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-7781 |
| Name | Title | Email |
| Laura Cyr | Federal & State Legislative Specialist | Laura.cyr@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-446-8791 |
| Name | Title | Email |
| Nicole L. Denis | Director of Finance | nicole.l.denis@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-530-2161 |
| Name | Title | Email |
| Megan Dichter | Director of Adult Education | Megan.dichter@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |

207-624-6753

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|--------------------------------|--|----------------------------|
| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Chelsey Fortin-Trimble | Assoc. Commissioner of Policy & Programs | chelsey.a.fortin@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-816-0066 |
| Name | Title | Email |
| Erin Frazier | Director of Special Services Birth to 22 & Inclusive Education | erin.frazier@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-446-2775 |
| Name | Title | Email |
| Paula Gravelle | Director of School Finance | paula.b.gravelle@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6792 |
| Name | Title | Email |

Chief of the Office of Federal Programs

Director of Innovative Teaching & Learning

janette.kirk@maine.gov

beth.lambert@maine.gov

Phone

Email

Phone

207-441-2958

207-592-4398

Title

Bureau/Division

Bureau/Division

Janette Kirk

Beth Lambert

Name

Mailing Address (if different)

Mailing Address (if different)

| epartment/Agency: <u>Education</u> | Page#: _ | 6 of 10 |
|------------------------------------|---|--------------------------------|
| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Lee Ann Larsen | Early Learning Team Coordinator | leeann.larsen@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6628 |
| Name | Title | Email |
| Jason Libby | Education Pathways and Early College Coordinator | jason.libby@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6856 |
| Name | Title | Email |
| Dwight Littlefield | State Director of Career & Technical Education | dwight.a.littlefield@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone 207-441-8927 |
| Name | Title | Email |
| Roberta Lucas | Director of Child Development Services | roberta.lucas@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6621 |
| Name | Title | Email |
| Amelia Lyons | Acting Coordinator, Climate Culture Resilience Team | amelai.lyons@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-557-1787 |

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| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Pender Makin | Commissioner | pender.makin@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-446-6847 |
| Name | Title | Email |
| Barbara McGowen | Fiscal & Data Coordinator of Special Services | barbara.a.mcgpwen@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6646 |
| Name | Title | Email |
| Jane McLucas | Director of Child Nutrition | jane.mclucas@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6880 |
| Name | Title | Email |
| Marcus Mrowka | Director of Marketing and Communications | marcus.mrowka@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-629-8759 |
| Name | Title | Email |
| Page Nichols | Chief Innovation Officer | page.nichols@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |

207-592-1216

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|--------------------------------|---|---------------------------|
| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Jessica Nixon | Chief of Operations | jessica.nixon@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-592-0246 |
| Name | Title | Email |
| Michael Perry | Director of Higher Education & Educator Support Services | michael.t.perry@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-441-1718 |
| Name | Title | Email |
| Ann Pinnette | Facilities & Transportation Coordinator | ann.pinnette@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-215-3809 |
| Name | Title | Email |
| Emily Poland | School Nurse Consultant | emily.poland@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-592-0387 |
| Name | Title | Email |
| Tamara Ranger | Director of Workforce Development and Innovative Pathways | tamara.ranger@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |

207-592-1347

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| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Kenneth Rautiola | Mental Health Distinguished Educator | kenneth.a.rautiola@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-441-4754 |
| Name | Title | Email |
| Erin Reinhard | Certification Team Coordinator | erin.k.reinhard@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6826 |
| Name | Title | Email |
| Julie Smyth | Director of Office School & Student Supports | julie.a.smyth@maine.gov |

| | | 207-441-4754 |
|--------------------------------|--|----------------------------|
| Name | Title | Email |
| Erin Reinhard | Certification Team Coordinator | erin.k.reinhard@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6826 |
| Name | Title | Email |
| Julie Smyth | Director of Office School & Student Supports | julie.a.smyth@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-592-0949 |
| Name | Title | Email |
| Robert Susi | Director Maine School Safety Center | robert.w.susi@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-441-8321 |
| Name | Title | Email |
| Katherine Warren | Education Data Systems Manager | katherine.warren@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-624-6716 |

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| | SCHEDULE A LEGISLATIVE DESIGNEES | |
| Name | Title | Email |
| Megan Welter | Assoc. Commissioner of Public Education | megan.welter@maine.gov |
| Mailing Address (if different) | Bureau/Division | Phone |
| | | 207-530-2006 |
| Name | Title | Email |
| Mailing Address (if different) | Bureau/Division | Phone |
| Name | Title | Email |
| Mailing Address (if different) | Bureau/Division | Phone |
| Name | Title | Email |
| Mailing Address (if different) | Bureau/Division | Phone |
| Name | Title | Email |
| Mailing Address (if different) | Bureau/Division | Phone |