AGREEMENT
BETWEEN THE
HOOKSETT SCHOOL DISTRICT
AND THE
HOOKSETT EDUCATION ASSOCIATION

July 1, 2026 - June 30, 2029

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MEMORANDUM OF AGREEMENT

The Hooksett School Board and the Hooksett Education Association have reached agreement on terms and conditions of employment in accordance with RSA 273-A, as hereinafter set forth. This agreement is subject to ratification by a majority of the full Board. The parties specifically agree that all cost items are subject to the approval of the legislative body at the appropriate school district meeting, and subsequent majority vote by the community at the appropriate school district election/meeting.

This agreement will commence effective July 1, 2023 and will terminate June 30, 2026

Subject to the above approvals, the parties have agreed to the following contract provisions:

PREAMBLE

THIS AGREEMENT is made and entered into on this ____ day of _____, 2026.

WITNESSETH:

WHEREAS, pursuant to RSA 273-A, the Board and the Association have negotiated in good faith on terms and conditions of employment for the employees of the District included in the unit set forth in ARTICLE I, the Recognition Clause, and

WHEREAS, the parties have reached certain understandings which they desire to confirm in the Agreement,

It is hereby agreed as follows:

ARTICLE I
RECOGNITION CLAUSE

The Hooksett School Board recognizes the Hooksett Education Association as the exclusive bargaining representative for the unit described below for the purpose of negotiating with the terms and conditions of employment as defined in RSA 273-A.

All full and regular part-time professional employees of the Hooksett School District whose position requires certification by the State Board of Education as a professional engaged in teaching or specialized teaching area, and excluding all other employees, including superintendent, assistant superintendent, principal, assistant principal, business administrator, special education coordinator, media services director, librarian aide and all other aides, and any other persons exercising supervisory authority involving the significant exercise of discretion as defined by RSA 273-A:8, I.

ARTICLE II
NEGOTIATIONS PROCEDURES

SECTION A

The Association shall notify the Board by June 1 of the appropriate year of its desire to negotiate a successor to this Agreement. Negotiations shall be conducted in accordance with RSA 273-A.

SECTION B

In accordance with RSA 273-A, the parties shall provide, without charge to the other, relevant and necessary information pertinent to negotiations.

ARTICLE III
GRIEVANCE PROCEDURE

SECTION A

1. DEFINITION

A grievance shall mean a claim by an employee or a group of employees covered by this Agreement, or the Association if the grievance relates to an Association right or a matter which affects the entire bargaining unit, that there has been a violation or misapplication of one or more provisions of this Agreement. The parties agree that multiple grievances involving separate and distinct claims and/or issues shall not be allowed as a single grievance, but must be processed as separate and individual grievances. In addition to the exclusions set forth in Sections 1.a., b. and c. below, the parties agree that grievances are limited to a violation or misapplication of specific provisions of this Agreement.

The term "days" shall be interpreted as meaning working days as defined by the teacher work year, except during the summer vacation period when they shall be defined as week days (Monday through Friday), but excluding holidays. The time deadlines set forth in this article may be extended by mutual agreement of the parties.

A grievance to be considered under this procedure must be initiated in writing by the grievant and given to that grievant's Principal under Section 2., Procedure, Step Two, within fifteen (15) days of its occurrence, or from the time the grievant should have known of its occurrence, otherwise the grievance shall be waived. The following matters are excluded from the Grievance Procedure:

a. Any matter for which a specific method of review is prescribed and set forth by law, or by any rule or regulation of the State Commissioner of Education, including, but not limited to, the non-renewal or dismissal of any teacher.

b. A complaint by any certified personnel caused by appointment or lack of appointment, retention or lack of retention in any position for which a continuing contract is not possible or required.

c. Any matter which, according to law, is beyond the scope of the Board's authority or limited to the unilateral action by the Board alone.

2. PROCEDURE

Step One

A grievant shall first discuss the grievance with his/her Principal or his/her designee, or appropriate administrator in case of an Association grievance, in an attempt to resolve the matter informally. The grievant shall notify the Principal or his/her designee, or administrator, that their discussion constitutes Step One of the grievance procedure. A decision shall be rendered within five (5) days.

Step Two

If the grievant is not satisfied with the decision, he/she may formally submit the grievance to the Principal within five (5) days after the receipt of the decision at Step One. The appeal shall be in writing and must specify:

a. The nature of the grievance and the contract provision(s) allegedly violated
b. The injury and the loss which is claimed;
c. The remedies sought.

The Principal shall investigate the matter and communicate the decision in writing to the grievant within five (5) days from the receipt of the written grievance.

Step Three

If the grievant is not satisfied with the decision, he/she may appeal the grievance to the Superintendent in writing within five (5) days after the receipt of the Principal's decision. The Superintendent shall investigate the grievance and render his/her decision in writing within ten (10) days after the receipt of the appeal at that level.

Step Four

If the grievant is not satisfied with the decision rendered by the Superintendent, he/she may appeal his/her grievance to the School Board. Such an appeal must be made within five (5) days after the receipt of the Superintendent's decision. The Board or a committee thereof shall review the grievance and, at its option, may request that a hearing be held with those involved in the grievance prior to making its decision. The School Board shall render its decision in writing within twenty (20) days after the receipt of the appeal.

Step Five

Should any grievance arise which cannot be settled within the foregoing steps of this Grievance Procedure, the Association, on behalf of the grievant if it so determines, may submit such grievance to arbitration as follows:

a. If the Association is not satisfied with the disposition of the grievance by the Board or if no decision has been rendered within twenty (20) days after the receipt of the appeal as set forth in Step Four, the Association shall have the right to appeal the decision and submit the matter to binding arbitration, provided the Association notifies the Superintendent in writing of such a request within ten (10) days of receipt by the Association of the School Board's decision or the expiration of the twenty (20) day time limit. The following procedure shall be used to secure the services of an arbitrator:

b. The parties will attempt to agree upon a mutually satisfactory third party to serve as an arbitrator. If no agreement is reached within five (5) days following the date the request for arbitration was received by the Superintendent, the matter shall be submitted to the

American Arbitration Association and an arbitrator shall be appointed in accordance with its labor arbitration rules.

c. The arbitrator shall limit himself to the issues submitted and shall consider nothing else. He shall be bound by and must comply with all of the terms of this agreement. The arbitrator shall not have the power to add to, delete from or modify any of the provisions of this Agreement. The arbitrator may award a "make whole award", but may apply no penalty payments.

d. The decision of the arbitrator shall be binding upon both parties provided however, either party shall have a right to appeal such decision to the New Hampshire Superior court under the provisions of NH RSA 542 as amended. It is hereby specifically agreed by the parties that this contract and grievance procedure clause are subject to the provisions of NH RSA 542 as amended.

e. The expense of the arbitrator shall be shared equally by the parties.

3. Procedural Default Consequences

Failure to communicate on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure in any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed a waiver of future appeal of the decision, and will be considered acceptance of the decision rendered.

SECTION B

All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants and shall not be forwarded to any prospective employer of the grievant, nor shall such documents be revealed or the grievance(s) be alluded to in any communication between the administration and said prospective employer unless said documents fall within RSA 91-A, "The Right to Know Law."

SECTION C

The grievant shall be entitled to Association representation at all levels of the grievance procedure. Nothing herein contained will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration, and having the grievance adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement. Any such adjustment or settlement of a grievance, at Step Two or higher, shall be communicated to the Association in a timely manner.

ARTICLE IV
TEACHER SALARY GUIDE & RELATED POLICIES

SECTION A: SALARY GUIDE PLACEMENT

1. School nurses shall be paid a salary from the salary scale for teachers based upon degree status, years of experience as a nurse, and as may otherwise be determined at the discretion of the District in order to fill vacant nursing positions.

2. Teachers shall be compensated in the following manner:

Initial placement on the salary guide shall be at the discretion of the Superintendent. Consideration shall be given for prior teaching experience and/or curriculum related experience. Thereafter, teachers who have completed at least ninety-three (93) days of service during the school year and whose performance is satisfactory shall be advanced a step.

SECTION B: PAYMENTS

Teachers shall be paid bi-weekly every other Thursday. Each teacher shall have the option of salary payments pro-rated on the basis of 22 or 26 pay periods. At the time the teacher accepts an offer of employment, the teacher must elect which option that teacher desires and that option shall remain in effect for the entire year. If a teacher fails to make an election, 26 pay periods will be assumed.

When a teacher leaves or enters the District during the school year, the salary due that teacher will be pro-rated based upon the number of contract days versus the number of days in that teacher's contract.

SECTION C: LENGTH OF TEACHER WORK YEAR

1. There shall be 186 teacher workdays / 179 student contact days.

2. One workday shall be scheduled for teachers at the beginning of the school year with no events so that teachers can prepare their classrooms for the upcoming year. It is understood that individual teachers may need to be available to speak with building administrators as they prepare their classrooms on this day.

3. Teachers will be required to attend two Parent-Teacher Conferences each year. The first conference will be held by the end of the first trimester as a no student contact day. The second conference will be held by the end of March as a no student contact day.

4. No "non-student contact" days shall be waived by the School Board.

5. The School Board may, at its sole discretion, adopt either a day's based school year or an hour's based school year under NH Admin. R. Ed 306.18. The School Board shall, at its sole discretion, determine the number of student hours and days per year.

SECTION D: ADDITIONAL COMPENSATION

1. Professional Staff Members who contract to complete summer work/curriculum work and/or district-sponsored workshops outside of the regular work day shall be paid a rate for each additional contract hour at the rate of $40/hour.

2. Any teacher who receives and maintains National Board Certification shall receive an annual $2500 stipend in addition to his/her annual salary.

3. In the event a teacher is assigned a duty and that duty requires the teacher to stay beyond the usual workday, teachers will be compensated at the rate of $40/hour in 15 minute increments.

4. Any teacher who works as a chaperone for a District sponsored event or trip that requires the teacher to stay overnight, shall be compensated at the rate of **forty dollars per** ($40) per hour in 15 minute increments up to a maximum amount of $240 in any one 24-hour period.

ARTICLE V
MILITARY LEAVE

Section A – Active Duty: Any teacher who is drafted or otherwise called to active military duty with the Armed Forces of the United States will be granted military leave. During military leave the teacher will receive his/her rate of pay less the amount of compensation, including allowances, received from the military, for the remainder of the school year in which s/he was called to active duty. Upon return from

military leave, the rate of pay and other benefits will be the same as if the teacher had worked continuously with the District in the assignment held when the period of military leave commenced.

Section B – Qualifying Exigency Leave: In the event that a member of the teacher's immediate household is called to active duty in the National Guard or Reserves to a foreign deployment, the teacher will be granted up to five days his/her accrued paid time off (sick or personal) to address any issues that arise.

Section C – Reserve Duty: When a teacher who, as a member of one of the reserve components of the Armed Forces, is required to meet his/her annual two-week obligation, the teacher will be granted military leave. During military leave the teacher will receive his/her rate of pay less the amount of compensation, including allowances, received from the military.

Section D - Notice of leave request: Any teacher needing time away from work for service or training in the military must make the superintendent aware of the need for leave as soon as written or verbal orders from the military are received. Such notice will be in writing providing all pertinent information such as first day on leave and the anticipated return to work date. If a teacher is seeking military leave for reserve training during the school year, s/he shall provide verification that such training could not otherwise occur during the summer recess period when school is not in session.

Section E - Reinstatement to work: As soon as a teacher on active duty has a return to work date, s/he must notify the superintendent in writing. The District will reinstate the teacher promptly in accordance with applicable law. Teachers seeking reinstatement may be asked to provide documentation of the timeliness of the reinstatement request and/or the total time spent in active service.

Section F - Disabled service members: If a returning teacher was disabled or a disability was aggravated during uniformed service, the District will make reasonable accommodations and efforts to help the teacher perform the duties of his/her reemployment position.

ARTICLE VI
LABOR-MANAGEMENT COMMITTEE

In the interest of fostering harmonious and cooperative relations between the parties, a "Labor-Management Committee" is hereby formed composed of representatives of the Association and the Superintendent, or his/her designee, which shall meet once a month during the school year, or less often by agreement, for purposes of discussing matters of mutual concern and interest, including, but not limited to, in-service day activities, school year calendar, review of Board policies and educational policies and programs.

ARTICLE VII
PERSONNEL FILE

SECTION A: PERSONNEL FILE

1. A teacher shall have the right to examine his/her personnel file(s) upon twenty-four (24) hours written notification excluding weekends and holidays. This condition may be waived by the Superintendent provided office staff can accommodate such a request.

2. A teacher may submit a written response to any material in the folder and have said response attached to the original material. There shall be no obligation on the part of the Administration or the Board to respond to the teacher's comments and, if no response is made, it shall not be

deemed or construed to be an acceptance of or agreement with the teacher's comments. The District will, however, acknowledge receipt of the teacher's comments.

3. The District agrees to protect the confidentiality of personal references, academic credentials and other similar documents received prior to the teacher's initial employment.
4. No derogatory material shall be added to the personnel file of a teacher without a copy of said material first being given to the teacher. The teacher shall sign a statement acknowledging only that the teacher has received a copy of said material. Anonymous complaints about a teacher will not be used for disciplinary action or negative evaluations.

ARTICLE VIII
WORKDAY TERMS AND CONDITIONS

SECTION A: BUILDING ACCESS
Subject to the approval of the Principal, teachers may have access, during secured hours, to the building to which they are assigned.

SECTION B: LUNCH PERIOD
Except in cases of emergency, as determined by the Principal, teachers shall be provided a duty-free uninterrupted daily lunch period of the same duration as that provided to the students in their building. Nurses shall be provided with an uninterrupted lunch period except in cases of emergency.

SECTION C: LENGTH OF SCHOOL DAY
After taking such factors as transportation, programs, state requirement, and equity into account, the Board shall make every effort to keep the length of the school day as similar as possible in all three Hooksett schools. This section does not apply to Nurses.

SECTION D: FACULTY MEETINGS
Except in cases of urgency, the administration may schedule a maximum of one mandatory school-wide faculty meeting per month outside the regular workday. The administration will attempt to limit the duration of such meetings to 45 minutes.

SECTION E: PLANNING TIME
Every effort will be made by the administration to assure that each teacher is scheduled for at least 210 uninterrupted minutes per week (prorated for weeks of less than 5 days) for planning time, except in extenuating circumstances, which may include meeting with parents. Every effort will be made to schedule IEP meetings outside the planning/preparation time. The preceding sentence is not intended to reduce the amount of time for the 4 periods at the elementary schools and the 5 periods at the middle school for which regular education teachers already are scheduled for planning time.

A joint labor management committee will continue to evaluate the scheduling and utilization of preparation/planning time.

SECTION F: DUTY SCHEDULES
Duty schedules will be developed by the administration in each building. Every effort will be made to have them compiled by August 15th. The schedule shall be shared with union representatives at each building, but administration shall be solely responsible for determining the final schedule. In the event that a scheduled duty extends beyond the teacher workday, the teacher will be compensated in 15 minute increments at the rate of $40/hour.

SECTION G: OPEN HOUSE

Each teacher shall be required to attend no more than one open house for each grade level per school year during the evening. Open houses need not be scheduled on the same date for all grade levels. Teachers shall receive at least 30 days advance notice of each open house.

SECTION H: COMMITTEE WORK

Committee work is encouraged, but not required.

SECTION I: TEACHER RESIGNATIONS

After August 1 of any year, if an employee resigns from his/her employment by the School District without the written permission of the School Board solely to teach in another district in a similar position, and thereby fails to work for the School District for the entire school year required by his/her employment contract, the employee shall pay the School District the sum of $2000 to compensate the School District for expenses incurred by reason of the employee's resignation. The employee may submit information to the School Board in support of his/her request for the School Board's permission to resign. This provision shall be included in each employee's individual employment contract.

SECTION J: PERSONAL DEVICES

Employees shall not be required to use their personal devices in order to accomplish their duties.

ARTICLE IX
PROFESSIONAL QUALIFICATIONS AND ASSIGNMENTS

SECTION A: ASSIGNMENT OF PROFESSIONAL STAFF

The School District shall comply with State and Federal Laws with regard to employment and assignment of professional staff. Any alleged violation of this Section (A) may be processed through the School Board level of the Grievance Procedure and/or the appropriate administrative agency or court.

SECTION B: CHANGE IN ASSIGNMENT

Unless extenuating circumstances prevail, a teacher shall be notified of any change in his or her present assignment(s) thirty (30) days in advance of the opening day of school for students.

SECTION C: SUBSTITUTE TEACHERS

Every effort will be made to provide substitute teachers for all classroom teachers who are absent from school including art, music, and physical education teachers which will enable such classroom teachers to utilize this time for planning, conferences or other necessary educational endeavors.

SECTION D: INVOLUNTARY TRANSFER

1. A transfer under this provision is defined as a grade level or subject transfer, and/or a transfer from one building to another.
2. The Superintendent at his/her sole discretion may transfer teachers subject to the following. When a transfer to another position is necessary, the Superintendent shall first ask for volunteers to fill this position. The Superintendent shall consider filling the position with volunteers, but the Superintendent is not required to select a volunteer for transfer.
3. When a transfer is required and the teacher does not wish to accept the transfer voluntarily, the Superintendent may implement the change as an involuntary transfer. The teacher shall be notified as soon as practicable that a transfer is being considered and shall be notified of the reason for the transfer by the appropriate administrator(s).

4. An involuntary transfer will be made only after a meeting between the teacher involved and the Superintendent if such a meeting is requested by the teacher.
5. When an involuntary transfer is necessary, a teacher's area of competence and major or minor field of study will be considered.

ARTICLE X
GENERAL PROVISIONS

SECTION A
This Agreement may not be altered, changed, added to, deleted from or modified except through the voluntary, mutual consent of the parties in writing.
SECTION B
An individual contract between the Board and an individual teacher heretofore or hereafter executed shall be consistent with lawful provisions of this Agreement.

SECTION C
Copies of this Agreement between the Hooksett School District and the Hooksett Education Association, NHEA/NEA, shall be made digitally available within fourteen (14) days after the Agreement is signed and presented to all teachers now employed, or hereafter employed.

SECTION D
The Hooksett School District has a delayed opening procedure for students in cases of inclement weather. Teachers will arrive 10 minutes before student's arrival time in the event of a delayed opening. If there are extenuating circumstances, and any teachers will be later than the delayed start, said teachers must notify the Principal and/or his designee.

ARTICLE XI
JURISDICTION AND AUTHORITY OF SCHOOL BOARD

The Board, subject only to the language of this Agreement, reserves to itself full jurisdiction and authority over matters of policy and retains the right in accordance with applicable laws and regulations to direct and manage all activities of the school district. The parties agree that neither the Board nor the Superintendent may lawfully delegate powers, discretions or authorities which, by law, are vested in them and this Agreement shall not be construed so as to limit or impair their respective statutory powers, discretions or authorities. It is further specifically agreed that this Article shall not be subject to any grievance or arbitration proceeding as hereinafter set forth.

ARTICLE XII
SAVINGS CLAUSE

If any Article or any section of an Article of this Agreement or any application of any portion of an Article of this Agreement to any employee or groups of employees is held to be contrary to law, then such Article or section shall not be deemed valid, but all other Articles and sections shall continue in full force and effect.

ARTICLE XIII
DUES DEDUCTION

SECTION A: DUES DEDUCTION
It is agreed by and between the Hooksett School District and the Hooksett Education Association that upon receipt of written authorization therefore, signed by the employee and received by the

Superintendent or the Superintendent's designee on or before October 1st of each school year, the Board shall deduct an amount to provide payments of dues for membership in the Hooksett, New Hampshire and National Education Association, from the regular salary check of such employee for ten (10) pay periods beginning with the second pay period in October and that the amounts so deducted pursuant to such authorization shall be remitted directly to the Hooksett Education Association. It is further agreed by and between the Hooksett School District and the Hooksett Education Association that such authorization for deduction of dues shall continue in full force and effect with the Hooksett School District until the employee submits a written revocation of such authorization to the SAU Business Office. Should there be a dispute between the teacher, the Association and/or the School Board or the Administration over the nature of deductions, the Association agrees to defend, indemnify and hold the Hooksett School Board, all of its agents and employees and the Hooksett School District harmless in any dispute. Payment of Association dues does not constitute a condition of continued employment.

ARTICLE XIV
PROFESSIONAL DEVELOPMENT

SECTION A: COURSE REIMBURSEMENT

1. Subject to the provisions of Section A.2. below, the Board will pay the tuition cost of up to three (3) courses taken at the graduate or undergraduate level which are directly related to their teaching duties as determined and approved by the Principal and Superintendent. Priority for these funds will be given to teachers enrolled in degree programs. The maximum amount of reimbursement for each course shall be $2,500 per course, with a maximum of $4,000 per staff member per year. In order to receive course payment as stated above, a teacher must receive written approval from the Superintendent prior to course registration.

2. The Board will expend no more than $34,000 each school year for course payments.

   a. Applications for course reimbursement will be accepted beginning April 1 for the upcoming fiscal year. Monies will be approved after the SAU office receives completed request for reimbursement documentation. No more than 2 courses for a maximum of $2,500 total reimbursement cost will be approved for any one teacher prior to November 15. Regardless of the designation by the college or university, the summer/fall semester shall be considered as those courses which commence after July 1" or courses that start in June, but end after July 1, for which funds shall be disbursed in the new fiscal year.

   b. Should additional funds be unencumbered in the tuition reimbursement pool by April 1 teachers may request reimbursement for one additional course, provided the course was approved by the Principal and Superintendent prior to being taken. This additional reimbursement will be on a first come, first served basis. Teachers may not apply for this additional reimbursement after the first scheduled School Board meeting in May.

   c. Payment shall not be disbursed until after the teacher has received written approval from the Superintendent prior to course registration and the teacher has submitted to the SAU business office proof that he/she earned a final grade of B or better or a final grade of pass in a pass/fail course.

3. Any teacher who does not earn a grade of B or better or a grade of pass in a pass/fail course will not be eligible for reimbursement for that course.

4. Teachers are ineligible for tuition reimbursement for courses completed within one year of the last day of employment with the district, when the decision to

depart was made by the employee to retire, not accept an offer of contract renewal, or depart mid-contract. In the event reimbursements have already been paid by the district for courses completed within this one-year duration, the reimbursements must be repaid by the departing employee, and may be withheld from the final paycheck(s).

SECTION B: WORKSHOPS/SEMINARS

1. The Board shall reimburse all bargaining unit members up to $300 for each year of the agreement for the cost of workshops/seminars/courses subject to the recommendation of the Principal and written approval from the Superintendent five (5) school days prior to the workshop/seminar. In the event the teacher, through no fault of his/her own, fails to receive notification of a scheduled workshop/seminar in sufficient time to comply with the aforesaid five (5) days prior approval period, it may be waived.

2. The Board will expend no more than $23,000 in each year of the agreement for the cost of workshops/seminars/courses. This money will be available beginning July 1st of each year.

   a. Should unexpended funds be available on May 15th, teachers may be reimbursed for an additional workshop taken after their original allocation was exhausted. Teachers will be reimbursed in full for an additional workshop based on the date of submittal to the SAU Business Office.
   b. The workshop attended must have received the prior approval of the Principal and Superintendent. In no case will the reimbursement exceed the allocation for the given fiscal year.

3. Reimbursement for the activity will occur after the bargaining unit member has provided satisfactory proof of attendance to the SAU Business Office.

SECTION C: UNENCUMBERED FUNDS

If, as of June 15, funds remain unencumbered in the tuition reimbursement pool and/or the workshop reimbursement pool, the unencumbered funds may be transferred to a general course/workshop reimbursement pool and expended in accordance with Section B(2)(a).

SECTION D: STAFF DEVELOPMENT CREDITS

The practice of converting staff development credits for salary movement ended on June 30, 1995. A final accounting of each individual teacher's credits was provided. Credits applied under this section will continue to exist for the duration of the employee's tenure in the district. The conversion of "clock hours" to credits does not apply to bargaining unit members hired for the 1994 – 95 school year or thereafter.

SECTION E: PROFESSIONAL DEVELOPMENT NOTIFICATION

The District shall send the Association President, or his/her designee, copies of all professional development application approvals and denials at the same time that the teacher is notified.

ARTICLE XV
TEMPORARY LEAVE OF ABSENCE

SECTION A: SICK LEAVE

Teachers presently employed shall be granted sick leave for illness on a basis of fifteen (15) working days per year, ten (10) days of which may be utilized for the illness of a child or parent or member of the household. Sick leave shall be accumulated up to a maximum of one hundred twenty (120) days.

Teachers who are ill for a period of three (3) consecutive days or more shall have a doctor's certificate to return to teaching if the Board or Administration so desires it. Leave under this section may be taken in quarter, half, or full day increments.

SECTION B: PERSONAL LEAVE

Each teacher shall be entitled to three (3) personal days per year, non-accumulative, for personal business that can only be transacted during the workday providing that said leave is not before or after a holiday or vacation. No reason or explanation is required other than the time requested. Whenever possible, a teacher requesting a personal day shall so notify the building Principal at least 72 hours in advance of the personal day. Additional leave shall be granted for major religious holy day observances providing that such requests are submitted in writing to the Superintendent in advance.
Leave under this section may be taken in quarter, half or full day increments.

SECTION C: BEREAVEMENT

Each teacher shall be entitled to a total of five (5) days bereavement leave for each school year, for a death in the immediate family or household or an individual close to the teacher who may not necessarily be a member of the family. In the case of bereavement, the teacher shall notify the building Principal, who will in turn inform the Superintendent.

At the discretion of the Superintendent, additional bereavement leave may be granted. If further leave is deemed necessary by the employee, and with approval of the Superintendent, the employee may be permitted to use accrued sick leave beyond the initial five (5) bereavement days until such time as they are able to return to work. The decision to extend bereavement leave and allow the use of sick days shall be made on a case-by-case basis and shall not be subject to grievance or appeal. Leave under this section may be taken in quarter, half, or full day increments.

SECTION D: ASSOCIATION LEAVE

No more than a total of three (3) days paid leave per year will be granted to HEA for professional meetings. HEA will reimburse the District for cost of the substitute for the second and third day used. Leave under this section may be taken in quarter, half, or full day increments.

SECTION E: SICK LEAVE BANK

The sick leave bank is intended to serve a member who, because of extended and serious illness, has exhausted his/her individual sick leave.

Provisions:

1. Each teacher wishing to be covered agrees to donate one (1) day from the fifteen (15) days he/she is allowed to accrue in a one-year period, to be deposited in said bank, such day to be deducted from the teacher's annual sick leave.

2. Days contributed to the Sick Leave Bank shall, subject to the provisions below, be carried over to the next school year. If, at the beginning of any school year, the number of sick bank days available equals or exceeds seventy-five (75) days, members will not be permitted to contribute an additional day. If during the course of the school year the number of days in the sick leave bank falls below seventy-five (75) days, any teacher wishing to be covered must donate one (1) day in accordance with the provisions of Section E.1 above. Any new teacher wishing to be covered must agree to donate one (1) day in accordance with the provisions of Section E.1.

3. The sick leave bank committee shall be comprised of the following:
   a. Three (3) teachers, one from each school voted by teachers in that school who are enrolled in the sick bank.
   b. One school board member.
   c. One administrator, but not the Superintendent.

4. The sick leave bank committee will make recommendations as to the granting of sick leave contingency days, and how many such days shall be awarded. The recommendations shall be based upon guidelines developed by the committee.

5. Any teacher needing to utilize the bank must submit to the committee: i) written request to the committee specifying the number of days requested, and ii) a doctor's certificate verifying the applicant's illness.

6. The requesting teacher shall also send a letter to the Superintendent requesting that a copy of the teacher's attendance record be sent to the committee.
7. The committee's written recommendation will be forwarded to the Superintendent within seven (7) school days of receipt of all necessary documents by the committee. The committee's recommendation shall be advisory only. The final decision shall be at the sole discretion of the Superintendent. Use of the bank shall not be unreasonably denied.

8. The Superintendent will inform the applicant of his/her decision upon receipt of the committee's recommendations.
9. The annual anniversary date for enrollment into the sick leave contingency bank shall be the fifteenth (15) day of September.

10. In no event may a teacher utilize more than sixty (60) days from the sick leave bank for any illness.

11. After the initial 60 days have been exhausted, another request may be made to the sick leave bank committee to draw up to an additional 60 days.

SECTION F: GENERAL PROVISIONS

The Superintendent or his designee, at his/her sole discretion, may grant additional leave to a teacher. Such determination is not subject to grievance.

SECTION G: JURY DUTY LEAVE

When a teacher is called to jury duty, the teacher shall receive full pay and benefits. It is understood that the teacher shall turn over jury duty pay to the District for any days served that are also contracted teacher workdays. At the conclusion of the teacher's daily period of jury duty, he/she shall return to work if such can be accomplished during the school day.

SECTION H: SABBATICAL LEAVE

A maximum of one sabbatical leave will be granted for one school year to a teacher who has taught for seven (7) years in the Hooksett School District, upon the approval of the Superintendent. Any teacher applying for a sabbatical must submit his/her proposal to the Superintendent. This proposal should show the value which this program would return to the school district. While on leave, no salary or benefits will apply. Upon return from said leave, the teacher will guarantee three years of service to the Hooksett School District.

Notifications of sabbatical intent will be provided by the teacher to the building Principal no later than December 1st of the preceding year.

This section does not apply to Nurses.

ARTICLE XVI
PARENTAL LEAVE OF ABSENCE

SECTION A

1. A teacher who has taught for three (3) full consecutive years in the Hooksett School District under an individual contract shall be eligible for child rearing or adoption leave without pay not to exceed the balance of the school year in which the leave commences if the child rearing or adoption leave commences prior to February 1st of that school year. If the child rearing or adoption leave commences after January 31st of that school year, the unpaid leave shall not exceed the balance of that school year and the next school year, provided, however, that in the case of adoption leave only, if the adoption agency certifies in writing to the Superintendent that one full calendar year of leave is a requirement for the adoption, then the adoption shall not exceed two (2) years without pay. The two (2) year maximum is defined as the school year in which the leave begins and the next full school year. A teacher who desires child-rearing leave or desires to adopt a child shall notify the Principal as soon as the decision has been made. A teacher who takes leave under this Section can only return to work at the beginning of a marking period. A teacher who takes a leave under this Section A.1. shall return to the same position under which that teacher held prior to taking leave. If that position no longer exists, the teacher shall be given the next open position for which that teacher is qualified and certified. If both parents of the child are employees of the School District, only one shall be eligible for a leave under this Section. Leave time under this Section shall not be counted towards the teacher's accrued teaching time in the District.

2. A teacher who has taught for three (3) full consecutive years in the Hooksett School District under an individual contract and who desires child bearing leave shall be entitled to a leave of absence without pay, provided that such teacher notifies the Superintendent in writing of the pregnancy giving rise to the request for child bearing leave and the anticipated delivery date within one (1) month after the determination of such pregnancy.

   Continued employment will be permitted as long as the teacher is able to adequately perform her duties, and can supply to the Board sufficient medical evidence to ensure her health and safety. The Board, in any event, shall be held harmless from any and all claims by a pregnant teacher in connection with the decision to continue work while pregnant.

   A teacher who has taught for more than the said three (3) full consecutive years (as set forth above) may take child bearing leave not to exceed the balance of the school year in which the year commences if the child is born prior to February 1st of the school year. If the child is born after January 31st of that school year, the leave shall not exceed the balance of that school year and the next school year. A teacher who takes leave under this Section can only return to work at the beginning of a marking period and failure by the teacher to comply with this requirement shall immediately terminate any and all obligations, contractual and otherwise, of the Hooksett School District. Further, a teacher who takes leave under this Section A.2. shall return to the same position which that teacher held prior to taking such leave. If that position no longer exists, the teacher shall be given the next open position for which that teacher is qualified and certified. If both parents of the child are employees of the School District, only one shall be eligible for

leave under this section. Leave time under this Section shall not be counted toward the teacher's accrued teaching time in the District.

3. Notwithstanding the provisions of Section A.2. above, sick leave with pay shall, at the teacher's option, be available to a teacher who is medically disabled due to pregnancy to the extent that such teacher actually works up to the onset of the period of her actual medical disability which prevents that teacher from performing her teaching duties. To be eligible for such sick leave benefits, the teacher must furnish to the Superintendent a certificate from a physician certifying to the nature of the disability and the dates of the period of actual disability of the teacher.

4. A teacher who has taught for less than the said three (3) full consecutive school years will not be eligible for child rearing, adoption or child bearing leave under Section A.1., 2. and 3. of this Article.

SECTION B

All benefits to which a teacher was entitled at the time the teacher's child rearing, adoption or child bearing leave commenced shall be restored upon returning to his/her position.

SECTION C

In order to be eligible for assignment upon return from any leave as set forth in this Article, any teacher on leave must notify the Superintendent in writing between January 1st and March 1st of that teacher's intent to return to work at the start of the following school year in order to qualify for assignment for a position under the terms of the Article for the following school year.

ARTICLE XVII
RETIREMENT

SECTION A

If at the time of voluntary termination of employment with the Hooksett School District, a teacher (1) is eligible for retirement benefits under the New Hampshire Retirement System, (2) has fifteen (15) years of service as a teacher with said District, and (3) notifies the Superintendent, in writing, no later than October 1st prior to voluntary termination of his/her intent to receive this benefit, then that teacher shall be paid the following amount by July 31 after termination:

If retiring during the 2026-2027, 2027-2028 and 2028-2029 contract years the amount will be $28,000.

Starting in contract year 2026 - 2027, no more than five (5) persons may be eligible to apply for and receive this benefit in any one school year. If more than six eligible persons apply for this benefit in any one school year, those employees with the most continuous years of service as a teacher in the Hooksett School District immediately prior to retirement shall receive priority. If two or more such employees have the same years of service as a teacher in the Hooksett School District, the next tie-breaker shall be based on date of birth, with the older employee(s) receiving priority.

The Board may, in its complete and sole discretion, grant waivers to the October 1st deadline and the maximum of five (5) retirement payments per year, as referenced above, in cases of serious unforeseen circumstances.

If in any year a teacher is denied the retirement benefit due to the cap, the teacher shall be allowed to retract their retirement intention. Notwithstanding the provisions of Section B below, if in any year a teacher is denied the retirement benefit due to the cap, the teacher shall be allowed to retract their

retirement intention and apply again in a future year.

SECTION B

A teacher may submit a notice of intent to receive this benefit only once during his/her employment by the School District (e.g., a teacher who applies and then withdraws the application in one year may not apply for it again in future years). However, a teacher may submit the notice after the October 1st deadline, or withdraw the notice and submit it in a future year, if the teacher experiences a catastrophic life-changing event and the Board and Association mutually agree that the teacher may do so. The Board's decision whether to agree shall not be the subject of a grievance.

ARTICLE XVIII
PROCEDURAL ASPECTS OF TEACHER EVALUATION

SECTION A

An administrator designated by the Superintendent shall, within the first month of work, orient all teachers regarding the procedure and form for teacher evaluation.

All classroom evaluations shall be openly conducted by an Administrator. Classroom observations shall be made in person as follows:

1. Teachers with less than three (3) years of experience in the District will be observed a minimum of three (3) times per year, the first of which shall occur no later than December 1st; afterwards, the second shall occur before the end of January; and afterwards, the third shall occur before March 1st.

2. Teachers with more than three (3) years of experience in the District will be observed a minimum of once per year; which shall occur no later than February 1st.
3. Nurses will be evaluated as per current procedure or as may be amended by the administration.

SECTION B: JUST CAUSE

1. No teacher shall be disciplined, reduced in rank or salary, or suspended with or without pay, without just cause. For the purpose of this Article, discipline shall not be deemed to include removal, dismissal or non-renewal which shall be governed by the provisions of RSA – 189.

2. After completion of a two-year probationary period from the date of hire, no nurse will be disciplined or discharged without just cause.

ARTICLE XIX
INSURANCE

SECTION A: HEALTH INSURANCE

1. The Board agrees to offer hospital/medical insurance under Cigna SchoolCare Yellow Open Access Plan 2.0 with Choice Fund, and SchoolCare Orange Open Access 2.0 Plan. The School District and teachers shall pay the following percentages of the premium for the single plan, the two-person plan and the family plan:

Yellow Open Access 2.0 and Orange 2.0 contributions:

	2026-2027 District/Teacher	2027-2028 District/Teacher	2028-2029 District/Teacher
Single	88%/12%	88%/12%	88%/12%

2-Person	80%/20%	80%/20%	80%/20%
Family	80%/20%	80%/20%	80%/20%

SECTION B: DENTAL INSURANCE

The Board agrees to provide dental insurance under SchoolCare – Plan 1 (DPO1), CIGNA Dental PPO. Class I, II, III have contract year maximum coverage of One Thousand Dollars ($1,000.00) per person. Class IV has a lifetime maximum coverage of One Thousand, Five Hundred Dollars ($1,500.00) per eligible dependent child to age 26.

All bargaining unit members will contribute Five Percent (5%) of the annual premium costs for their dental insurance plan.

SECTION C: RIGHT TO CHANGE PROVIDERS

It is specifically agreed that the Board may, in its sole discretion obtain hospital/medical and/or dental benefits from a different source, provided those benefits are comparable with the benefits provided by Cigna SchoolCare Yellow 2.0 Open Access Plan with Choice Fund and SchoolCare-Plan 1 (DP01), Cigna Dental PPO as set forth above, and, provided further, that any such change does not increase the costs above the premium rates for the Cigna SchoolCare Yellow Open Access Plan with Choice Fund and SchoolCare-Plan 1 (DP01), Cigna Dental PPO plans outlined above.

SECTION D: LONG TERM DISABILITY INSURANCE

The Board will pay 100% of the premium for a long term disability plan for teachers covered by this Agreement. Said plan shall pay sixty-six and two-thirds percent (66-2/3%) of the teacher's monthly salary to a maximum of $6,000 per month, in accordance with the provisions of the current policy (The Standard, Policy #752923, or comparable plan). There shall be a waiting period of ninety (90) days, or until the expiration of the teacher's sick leave, whatever is greater. Each bargaining unit member shall be provided a certificate of coverage. The Association shall be promptly informed of any changes in the policy.

SECTION E: LIFE INSURANCE

The Board shall provide $50,000 term life insurance for each teacher covered by this Agreement. The Association specifically agrees that the Board may determine the source of any such life insurance benefit in its sole discretion.

SECTION F: SECTION 125 PLAN

The Hooksett School District will institute a 125 Pretax Program covering employee Health and Dental Insurance contributions for all bargaining unit members.

SECTION G: HEALTH INSURANCE BUY OUT

Each year that the teacher elects not to receive any hospital/medical insurance which is offered by the School District, the teacher shall receive a bonus, provided that the teacher provides proof of other coverage. If the teacher purchases subsidized insurance which results in a financial penalty being incurred by the District under the federal Affordable Care Act, the amount of the penalty shall be deducted from the amount of the bonus. For the term of this agreement, the bonus shall be $2,500. However, in the event that 30-34 teachers qualify for the bonus, it shall be increased to $3,500, if 35 or more teachers qualify for the bonus, it shall be increased to $4,000. If the number of qualifying teachers remains below 30, then the bonus shall remain $2,500. Teachers must notify the Human Resources Director by October 1 if they are eligible to receive this benefit. Teachers who are currently receiving Medicare benefits are not eligible for this benefit.

SECTION H: HEALTH SAVINGS ACCOUNT

During the term of this agreement, the District shall provide teachers enrolled in a high deductible insurance plan covered by this agreement the option to enroll in a Health Savings Account (HSA).

The District shall contribute the following amounts to a Health Savings Account (HSA) for each employee enrolled in the Orange Open Access health insurance plan as follows, provided they have completed the necessary paperwork to open such account:

2026-2027 - $2,000 for a single plan, and $2,500 for two person and family plans.
2027-2028 - $2,000 for a single plan, and $2,500 for two person and family plans.
2028-2029 - $2,000 for a single plan and $2,500 for two person and family plans.
50% of the District's contributions to the HSA, as described above, shall be paid the first pay period after July 1 of the contract year and the remaining 50% shall be paid the first pay period after January 1 of the contract year.

The District's contribution to the employees' HSA under this provision shall cease as of the expiration of this agreement and shall not be subject to maintaining status quo in the event a successor agreement is not in place as of that date.

ARTICLE XX
NOTICE OF VACANCIES

During the school year, the Board or its designee(s) agrees to post in advance all new positions and vacancies in permanent full-time or permanent part-time teaching or administrative positions and annual or seasonal paid extra-curricular assignments.

Such notices will be posted on the District's website as soon as is reasonably practicable after the Administration is aware of the existence of such vacancy and has made a decision to fill same.

During the summer months, the Board (or its designee[s]) shall send a notice of a vacancy in the positions referred to in the first paragraph of this Article to the President of the Association at the address which the President leaves with the Superintendent's office.
Nothing in this Article shall be construed to limit the Board's or Administration's right to fill any such vacancy from among all applicants whether or not such applicants are presently employed by the Hooksett School District.

If a currently employed teacher in the district is interested in an available position/assignment, a letter of intent accompanied by an updated resume will be considered the formal application. Employees shall be offered an interview, provided they are certified for the position.

ARTICLE XXI
REDUCTION IN PROFESSIONAL STAFF WORK FORCE

When the School Board finds it necessary to reduce the number of certified full-time and/or part-time positions for reasons of declining enrollments, budget reduction, change in or consolidation of Board-authorized programs, or for any other reason determined necessary or desirable by the School Board, the following reduction in force policy will be implemented:

SECTION A: NOTICE

1. The decision to implement a reduction in force shall be made at the sole discretion of the Hooksett School Board.

2. As soon as a need for a reduction in force is determined by the Board, the Superintendent of Schools shall make such determination public.

3. The School Board will accept any written presentation regarding the reduction in force from teachers or the public prior to any final consideration.

4. Any teacher who has been laid off will receive a letter from the Board stating that he/she has been released due to a reduction in force.

SECTION B: PROCEDURES FOR DETERMINING REDUCTION IN FORCE

1. The School Board will make every reasonable effort to minimize the effects of reduction in force on the current staff by absorbing as many positions as possible through attrition (retirements, resignations, and refusal to contract).

2. Identification of which teachers to release:
   a. The School Board shall consider the following factors in order: classification, in-district seniority, and job performance based on teacher evaluation.

   b. The Board will classify all teachers according to their present assignment – not certification – as follows:
      1. Grades K-5
      2. Grades 6-8
         English, Social Studies, Science, Mathematics, Industrial Technology, Consumer and Family Science, Foreign Language, Reading, and Computer Education
      3. Art – Grades K-8
      4. Physical Education/Health – Grades K-8
      5. Music – Grades K-8
      6. School Counselor – Grades K-8
      7. Advanced Learning Programs (ALPS) for Challenge and Enrichment – Grades K-8
      8. Reading Specialist – Grades K-8
      9. Special Education – Preschool-8
      10. Nurses

   c. The Board will determine the number of teachers to be terminated within each classification and teachers will be terminated within these classifications according to seniority and job performance based on teacher evaluations.

   d. Authorized Leave(s) of Absence
      Professional staff whose only break in continuity of employment is as a result of authorized leave(s) of absence shall be considered to be continuously employed with the following restriction. The time taken for the authorized leave shall not be included in

the total number of years of service. For example, a teacher who takes an authorized leave of absence for one (1) year after his/her first full year of employment and who returns to his/her position for 2 full years prior to being laid off shall be considered to have only three (3) years of continuous employment, not four (4) years.

3. Any transfer, assignments, or reassignment resulting or involved with a reduction in staff will be made at the sole discretion of the Superintendent of Schools following the same procedure as described in B.2.a. In the event of a change of assignment or transfer as a result of the reduction in force, the teacher involved shall be notified of such change in writing.

SECTION C: CONSIDERATIONS USED FOR REHIRING TEACHERS TERMINATED BY REDUCTION IN FORCE

1. Teachers who have been selected for non-renewal due to reduction in force shall have the right to be offered a contract for the following school year for a position for which the teacher is certified provided that a position becomes vacant and available. In instances where the number of "laid off" teachers exceeds the number of positions vacant and available the Board will offer a contract to the qualified candidate(s) in reverse order of layoff, provided the teacher is qualified to fill the vacancy. There will be no obligation on the part of the School Board to offer a position to a teacher who has been identified as a teacher to be laid off if there is no vacancy for the following year for which the teacher is certified.

2. The school administration shall consider the applications of terminated employees for such positions which may become available in subsequent years provided that said terminated employees submit a timely application when a position becomes vacant. A previously employed teacher who returns to a teaching position shall resume employment by the school district at no less than the step occupied when the teaching position previously held was terminated.

SECTION D: THIS REDUCTION IN FORCE PROCEDURE IS THE ONLY PROCEDURE THAT MAY BE USED IN A REDUCTION IN FORCE

No other personnel action, other than a reduction in force, may be considered under this policy.

ARTICLE XXII
WORKPLACE SAFETY COMMITTEE

The Hooksett School Board agrees to establish a Workplace Safety Committee in compliance with the Workers Compensation regulations of the State of New Hampshire under RSA 281-A:64 III.

ARTICLE XXIII
ASSOCIATION RIGHTS

SECTION A: USE OF SCHOOL BUILDINGS

Before the start of the school day and after the close of school on school days, the Association shall have the right to use designated areas in school buildings for meetings of teachers provided there is no interference with any scheduled school activities. The use of such designated areas shall be arranged with the Principal in advance. The HEA may continue the current practice of placing notices in teacher mailboxes.

SECTION B: USE OF SCHOOL EQUIPMENT

The Association and its representatives shall have the right to use school equipment at reasonable times when such equipment is otherwise not in use, subject to the approval of the building principal or

designee. It is understood that school supplies (paper, glue, paint and the like) if used, will be paid for by the Association.

SECTION C: BUILDING REPRESENTATIVES

The Association will have the right to designate representatives in each school building.

SECTION D: SCHOOL BOARD AGENDAS AND MINUTES

Copies of the School Board meeting agendas and minutes shall be available to the Association online.

ARTICLE XXIV
DURATION AND RENEWAL

1. This Agreement shall become effective July 1, 2026 and will continue to be in effect until June 30, 2029.

2. Any extension shall be mutually agreed upon in writing by the parties, and unless such extension is agreed upon, this contract shall expire on the date indicated herein.

3. The District agrees to provide the PELRB with a copy of this Agreement with fourteen (14) days of its execution in accordance with PUB 207.02(b).

MEMORANDUM OF AGREEMENT

A joint committee, is established to study and develop process, procedures and instrumentation to be used in evaluations. The committee shall consist of members appointed by the Association and the Board, and will include members from other Districts within SAU 15. The committee's recommendations shall not be binding on either the Association or the Board. However, the District will have the ability to unilaterally adopt a successor evaluation system if failure to do so would result in any sanction against the District.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their representatives.

HOOKSETT SCHOOL BOARD		HOOKSETT EDUCATION ASSOCIATION	
By		By	
Title	School Board Chair	Title	Negotiations Chair
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator
By		By	
Title		Title	Negotiator

APPENDIX A
SALARY GUIDES

SALARY:

Year 1 (2026-2027)

Plus $800 bonus for staff at eliminated steps BA30:19, MA15:21and MA 30:22 in 2022-23. Bonus to be paid over 22 or 26 pay periods.

Year 2 (2027-2028)

Plus $800 bonus for staff at eliminated steps BA30;19, MA15:21, and M30:22 in 2022-23. Bonus to be paid over 22 or 26 pay periods.

Year 3 (2028-2029)

No bonus for staff at eliminated steps BA30:19, MA15:21,and M30:22 in 2022-23.

Salary Guides for Contract Years 2026-2027, 2027-2028, and 2028-202 are attached.

HORIZONTAL MOVEMENT
Horizontal movement from one salary track to another on the Salary Guide shall occur only at the beginning of a school year and not otherwise, provided a written request for such horizontal movement had been received by the Superintendent no later than October 1st preceding the school year in which the movement will occur.

All necessary supporting documentation will be provided to the Superintendent as soon as it becomes available, but no later than the first day of October of the school year in which the movement is to occur.

Effective July 1, 2020, to attain Bachelors plus or Master plus status, all credits must be from graduate level courses.

Based on 186 workdays.

LONGEVITY
Effective July 1, 2019, one year after reaching the top of the salary schedule, teachers who have at least fifteen (15) years of service in the Hooksett School District and up to twenty-four (24) years of service will receive $500. Teachers who have at least twenty-five (25) years of service in the Hooksett School District and up the thirty-four years (34) of service will receive $750. Teachers who have at least thirty-five (35) years of service will receive $1,000. The lump sum longevity payment shall be made in the first pay period in December.

Starting with contract year 2024 - 2025, teachers who have at least fifteen (15) years of service in the Hooksett School District and up to nineteen (19) years of service will receive $500. Teachers who have at least twenty (20) years of service in the Hooksett School District and up to twenty-four (24) years, will receive $750. Teachers who have at least twenty-five (25) years of service in the Hooksett School District will receive $1000. The lump sum longevity payment shall be made in the first pay period in December.

APPENDIX A
HOOKSETT SCHOOL DISTRICT
2026-2027 SALARY GUIDE

Step	BA	BA 15	BA30	MA	MA 15	MA 30
1	46,000	47,000	48,000	49,600	50,600	51,600
2	47,778	48,778	49,778	51,378	52,378	53,378
3	49,556	50,556	51,556	53,156	54,156	55,156
4	51,334	52,334	53,334	54,934	55,934	56,934
5	53,112	54,112	55,112	56,712	57,712	58,712
6	54,890	55,890	56,890	58,490	59,490	60,490
7	56,668	57,668	58,668	60,268	61,268	62,268
8	58,446	59,446	60,446	62,046	63,046	64,046
9	60,224	61,224	62,224	63,824	64,824	65,824
10	62,002	63,002	64,002	65,602	66,602	67,602
11	63,780	64,780	65,780	67,380	68,380	69,380
12	65,558	66,558	67,558	69,158	70,158	71,158
13	67,336	68,336	69,336	70,936	71,936	72,936
14	69,114	70,114	71,114	72,714	73,714	74,714
15	70,892	71,892	72,892	74,492	75,492	76,492
16	72,800	73,670	74,670	76,270	77,270	78,270
17		75,665	76,448	78,048	79,048	80,048
18			78,530	79,826	80,826	81,826
19				81,830	82,604	83,604
20					84,695	85,382
21						87,560

APPENDIX A
HOOKSETT SCHOOL DISTRICT
2027-2028 SALARY GUIDE

Step	BA	BA 15	BA30	MA	MA 15	MA 30
1	47,000	48,000	49,000	50,600	51,600	52,600
2	48,753	49,753	50,753	52,353	53,353	54,353
3	50,506	51,506	52,506	54,106	55,106	56,106
4	52,259	53,259	54,259	55,859	56,859	57,859
5	54,012	55,012	56,012	57,612	58,612	59,612
6	55,765	56,765	57,765	59,365	60,365	61,365
7	57,518	58,518	59,518	61,118	52,118	63,118
8	59,271	60,271	61,271	62,871	63,871	64,871
9	61,024	62,024	63,024	64,624	65,624	66,624
10	62,777	63,777	64,777	66,377	67,377	68,377
11	64,530	65,530	66,530	68,130	69,130	70,130
12	66,283	67,283	68,283	69,883	70,883	71,883
13	68,036	69,036	70,036	71,636	72,636	73,636
14	69,789	70,789	71,789	73,389	74,389	75,389
15	71,542	72,542	73,542	75,142	76,142	77,142
16	73,298	74,295	75,295	76,895	77,895	78,895
17	75,048	76,048	77,048	78,648	79,648	80,648
18			79,330	80,401	81,401	82,401
19				82,154	83,154	85,154
20				83,907	84,907	85,907
21						88,560

APPENDIX A
HOOKSETT SCHOOL DISTRICT
2028-2029 SALARY GUIDE

Step	BA	BA 15	BA30	MA	MA 15	MA 30
1	48,270	49,270	50,270	51,870	52,870	53,870
2	49,992	50,992	51,992	53,592	54,592	55,592
3	51,714	52,714	53,714	55,314	56,314	57,314
4	53,436	54,436	55,436	57,036	58,036	59,036
5	55,158	56,158	57,158	58,758	59,758	60,758
6	56,880	57,880	58,880	60,480	61,480	62,480
7	58,602	59,602	60,602	62,202	63,202	64,202
8	60,324	61,324	62,324	63,924	64,924	65,924
9	62,046	63,046	64,046	65,646	66,646	67,646
10	63,768	64,768	65,768	67,368	68,368	69,368
11	65,490	66,490	67,490	69,090	70,090	71,090
12	67,212	68,212	69,212	70,812	71,812	72,812
13	68,934	69,934	70,934	72,534	73,534	74,534
14	70,656	71,656	72,656	74,256	75,256	76,256
15	72,378	73,378	74,378	75,978	76,978	77,978
16	74,100	75,100	76,100	77,700	78,700	79,700
17	75,822	76,822	77,822	79,422	80,422	81,422
18	77,544	78,544	80,530	81,144	82,144	83,144
19				82,866	83,866	84,866
20				84,588	85,588	86,588
21						89,560

APPENDIX B
Co-Curricular Stipends
2026-2029

POSITION	STIPEND
Athletic Director	$3,733
Band - Jazz Director	$1,762
Band Director - Cawley	$2,488
Band Director - Memorial	$455
Baseball Coach	$1,630
Basketball Coach - Boys	$2,153
Basketball Coach - Girls	$2,153
Builders Club Advisor (2 positions, Kiwanis pays half)	$2,278
Cheerleading Coach	$2,153
Chess Club	$855
Choral Director	$455
Cross Country Coach (2 positions)	$1,244
Cross Country Assistant Coach	$622
Destination Imagination Coordinator - HMS	$343
Destination Imagination Coordinator - Underhill	$343
Drama Club Advisor	$1,246
Dream Catchers	$912
Eighth Grade Recognition Evening Coordinator	$855
Field Hockey Coach	$1,481
FIRST Robotics Advisor/Coach (2 positions)	$1,378
Golf Coach	$1,584
Lacrosse Coach - Boys	$1,630
Lacrosse Coach - Girls	$1,630
National Junior Honor Society Advisor (3 positions)	$1,368
New Teacher Mentors (per mentee)	$551
Newspaper Advisor	$1,494
Professional Development Representative (1 position per school)	$1,379
Soccer Coach - Boys	$1,481
Soccer Coach - Girls	$1,481
Softball Coach	$1,630
STEM Club (2 positions)	$1,379
Student Council Advisor (2 positions)	$1,244

Student Wellness/Fitness Coordinator	$1,243
Summer Academy Coordinator	$3,416
Team Leaders (1 per team)	$551
Track and Field Coach	$1,822
Track and Field Assistant Coach (2 positions)	$1,595
Volleyball Coach	$1,867
Volunteer Coordinator	$840
Yearbook Advisor	$1,867

The parties specifically agree that the Board, at its sole discretion, has the right to continue or discontinue any of the following stipend positions.