AGREEMENT
BETWEEN THE

SEACOAST EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION, NEA - NEW HAMPSHIRE

AND THE

HAMPTON SCHOOL DISTRICT – SAU 90

JULY 1, 2015 - JUNE 30, 2019

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NEA - NEW HAMPSHIRE
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HAMPTON SCHOOL DISTRICT – SAU 90
Expires June 30, 2019

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AGREEMENT BETWEEN THE
SEACOAST EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION
AND THE
HAMPTON SCHOOL DISTRICT – SAU 90
July 1, 2015 - June 30, 2019

ARTICLE I

RECOGNITION AND DEFINITIONS

A. RECOGNITION

The Hampton School Board hereby recognizes the certification of the Seacoast Educational Support Personnel Association, NEA-New Hampshire (SESPA) as the exclusive representative of educational support personnel as certified by the Public Employee Labor Relations Board (PELRB) on June 22, 1982. This specifically includes Paraprofessionals, Health Aides, Speech Assistants, and Library Assistants.

B. DEFINITIONS

B-1: Definition of Employee

Unless otherwise indicated, the term "employee" when used hereafter in this agreement shall refer to all persons eligible to be members of the above defined bargaining unit.

B-2: Definition of Association

Unless otherwise indicated, the term "Association" when used hereafter in this agreement shall refer to Seacoast Educational Support Personnel Association NEA-New Hampshire.

B-3: Definition of Board

Unless designated otherwise, the term "Board" refers to the Hampton School District – SAU 90 Board.

B-4: Definition of Association Rep

The term "Association Rep" as used in this agreement, means the Association Support Staff representative or designee.

ARTICLE II

NEGOTIATIONS PROCEDURE

A. PROCEDURE

Not later than October 1st of the final year of this agreement, the parties agree to enter into negotiations in accordance with RSA 273-A in a good-faith effort to reach agreement on all matters concerning salaries, fringe benefits and working conditions. Any agreement reached shall be reduced to writing and signed by the representatives of the Hampton School District Board and Association.

B. AVAILABILITY OF INFORMATION-CONSULTANTS

The Hampton School Board shall make available to the Association all information which the Board is required by law to release to the general public. Either party may, if it so desires, utilize the services of outside consultants and may call upon professional representatives to assist in negotiations.

C. IMPASSE

In the event of impasse, costs for the services of any third party involving per diem expenses, if any, and actual and necessary travel subsistence expenses, will be shared equally by the Hampton School Board and the Association.

ARTICLE III

GRIEVANCE PROCEDURE

A. GRIEVANCE

A "Grievance" shall mean a complaint by an employee that there has been a violation, misinterpretation or inequitable application of any of the provisions of this agreement. A grievance to be considered under this procedure must be initiated within fifteen (15) work days of its occurrence or fifteen (15) days of when the employee or Association shall have reasonably known of its occurrence.

An "aggrieved person" is the person or persons making the complaint.

B. INITIATION AND PROCESSING

Failure at any step of this procedure to communicate the decision of a grievance within the specified time limits shall permit the aggrieved employee to proceed to the next step. Failure to appeal a grievance to the next step within the specified time limits shall be deemed to be the acceptance of the decision rendered at that step.

B:1 Level One: Principal or Immediate Supervisor

Any employee who has a grievance shall discuss it first with his/her immediate supervisor, if applicable, in an attempt to resolve the matter informally at that level.

If, as a result of the discussion, the matter is not resolved to the satisfaction of the employee, the grievance shall be set forth in writing within five (5) school days to the principal or the immediate supervisor specifying: (1) the nature of the grievance and the date of occurrence; (2) the nature and extent of the injury, loss or inconvenience; (3) dissatisfaction with decisions previously rendered. The principal or immediate supervisor shall communicate his/her decision to the employee in writing within three (3) school days of receipt of the written grievance.

B-2: Level Two: Superintendent

The employee, not later than five (5) school days after receipt of the principal's or immediate supervisor's decision, may appeal the decision to the Superintendent of Schools. This appeal must be made in writing, reciting the matter submitted to the principal or immediate supervisor, and a copy sent thereto, as specified above, and his/her dissatisfaction with the decisions previously rendered. The Superintendent shall meet with the employee to attempt to resolve the matter, as quickly as possible, but within a period not to exceed five (5) school days. The Superintendent shall communicate his/her decision in writing to the employee, principal or immediate supervisor if applicable, within seven (7) days.

B-3: Level Three: School Board

If the grievance is not resolved to the employee's satisfaction, he/she no later than five (5) school days after receipt of the Superintendent's decision, may request a review by the Board. The request shall be submitted in writing through the Superintendent of Schools, who shall attach all related papers and forward the request to the Board. The Board, or a Committee thereof, shall review the grievance and shall, at the option of the Board, or upon request of the grievant, hold a hearing with the employee and render a decision in writing within twenty (20) calendar days of receipt of the grievance by the Board, or of the hearing with the employee, whichever comes later, or until the Board can hold a legal meeting.

B-4: Level Four: Arbitration

If the decision of the Board does not resolve the grievance to the satisfaction of the grievant, and he/she wishes review by a third party, he/she shall so notify the Association within five (5) school days of receipt of the Board's decision. If the Association determines that the matter should be arbitrated, it shall in writing so advise the Board through the Superintendent within fifteen (15) school days of receipt of the Board's decision. Either party may initiate the request for arbitration by submitting the grievance to the American Arbitration Association, according to their rules, within twenty (20) school days of the Board's decision. No matter shall be considered a proper subject for arbitration or be subject to the arbitration provision set forth herein if it pertains to: (a) any matter for which a specific method

of review is prescribed by law; or (b) any rule or regulation of the State Commissioner of Education; or (c) any bylaw of the Board pertaining to its internal organization; or (d) any matter which according to law is either beyond the scope of Board authority or limited to unilateral action by the Board alone.

B-5: Procedure for Securing the Services of an Arbitrator

A request shall be made to the American Arbitration Association consistent with its rules, for appointment of an arbitrator whose findings and decision shall be advisory only. The hearing before the arbitrator will be held within thirty (30) calendar days. The arbitrator shall be limited to the issues submitted to him/her and shall consider nothing else. The arbitrator may add nothing to nor subtract anything from the Agreement between the parties. The findings of the arbitrator shall be advisory only.

C. COST

The fees and expenses of the arbitrator shall be shared equally by the parties.

D. PERSONNEL FILES

All documents, communications and records dealing with the processing of a grievance may be filed, provided however, that such documents, communications and records 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. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

E. CLASS ACTIONS

When the parties agree that there is a class action grievance, which involves more than one employee in the school district, it may be submitted directly to level two of the grievance procedure.

ARTICLE IV

EMPLOYEE RIGHTS

A. RIGHT TO ORGANIZE

Pursuant to RSA 273-A, the Board agrees that employees of the Board have the right to freely organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations.

B. RIGHTS OF NOTICE

Whenever any employee is required to appear before an administrator or supervisor, Board, or any committee or member thereof concerning any matter which could adversely affect the continuation of that employee in his/her position of employment, or the salary or any increments pertaining

thereto, then he/she shall be given prior written or electronic notice of the reason for such meeting or interview and shall be entitled to have a representative(s) of the Association present for advice and representation during such meeting or interview.

C. NON-DISCRIMINATION

The Board agrees that it will not discriminate against employees covered by this Agreement because of their race, creed, religion, color, national origin or ancestry, age, sex or marital status.

No employees shall be prevented from wearing pins that identify them as members in the Association or its affiliates.

D. ACCESS TO FILES

An employee shall have the right to review the contents of all files pertaining to him/her and to have a representative of the Association accompany him/her in such review. Other examinations of an employee's file shall be limited to qualified supervisory personnel. Each file shall contain a record indicating who has reviewed it, the date reviewed, and the reason for such review.

No material will be placed in the employee's file unless the employee has had the opportunity to review it. Complaints against the employee shall be put in writing. The employee may submit a written notation regarding any material, including complaints and the same shall be attached to the file copy of the material in question.

ARTICLE V

ASSOCIATION RIGHTS AND PRIVILEGES

A. ASSOCIATION REPRESENTATIVES

When negotiations are mutually scheduled by the parties, as many as three (3) representatives of the Association shall be released from work to participate with no loss of regular pay or benefits. When grievance prodedure meetings are mutually scheduled by the parties, a representative of the Association shall be released from work to attend with no loss of regular pay or benefits.

Representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.

B. ASSOCIATION USE OF FACILITIES

The Association and its representatives shall have the right to use school buildings during operational hours for meetings. The principal of the building in question shall be notified in advance of the time and place of all such meetings.

The Association shall have the right to use school facilities and equipment, including copiers, calculating machines, computers and all types of audiovisual equipment at reasonable times, when

such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.

The Association shall have the right to use the inter-school mail facilities and school mailboxes as it deems necessary and without the approval of the building principals or other members of the administration.

C. DUES DEDUCTION

The Board agrees to deduct from the salaries of its employees dues for the Association and its affiliates, as said employees individually and voluntarily authorize the employer to deduct and transmit the monies to the Association. Such dues shall be deducted in equal payments over the course of the school year.

D. HOLD HARMLESS

The Association agrees to hold the Board harmless against any and all claims, suits or other forms of liability, which may arise out of or by reason of action by the Board for the purpose of complying with this dues deduction.

E. EXCLUSIVE RIGHTS

The rights and privileges of the Association and its representatives, as set forth in this Agreement, shall be granted only to the Association as the exclusive representative of the employees.

ARTICLE VI

WORK YEAR, WORK WEEK, WORK DAY

A. WORK TIME

The school calendar will be set by the Board. The standard work year will be the student days in the school calendar plus one (1) in-service day prior to the opening of school for the year. The work day will be the student school day to include arrival and dismissal from school. The work day will not be more than 6.75 hours.

B. LUNCH PERIOD

All employees will be entitled to a paid, duty-free lunch period that mirrors the student lunch period of the school.

C. OVERTIME

Any part-time hourly employee assigned to work more than 40 hours per week shall be paid at the rate of one and one half (1 1/2) times the employee's normal hourly rate for hours in excess of 40.

D. METHOD OF PAYMENT

D-1: Full-time salaried employees covered by this agreement will be paid according to one of the following options:

(1) Payment during the school year from September to June in twenty-one (21) equal bi-weekly paychecks; or
(2) Payment will be divided into twenty-five (25) equal payments with twenty (20) bi-weekly paychecks from September to June and a final twenty-first (21st) paycheck in June that combines the remaining five (5) paychecks.

Once the option of (1) or (2) as stated above has been selected, that option must remain in effect for the school year.

D-2: Part-time hourly employees covered by this agreement will be paid on a bi-weekly basis according to time worked, recorded, and reported on timecards, timesheets, or other means directed by the District.

ARTICLE VII

EMPLOYMENT STATUS

A. DEFINITIONS – STATUS

A-1: **Full-Time Salaried**
Any employee hired to serve as a school day, school year paraprofessional working under Category K or S hereafter defined. These employees provide service to students and support to teachers during each student day of the school calendar including arrival and dismissal of students. They also serve one additional in-service day and partial day in-service time as the calendar directs. Compensation is paid on an annual salary basis. Any additional compensation is by specific agreement.

A-2: **Part-Time Hourly**
Any employee hired to serve as a part-time hourly paraprofessional working under Category T or M hereafter defined. These employees provide service to studentes and support to teachers and administrators as needed. Compensation is paid based upon hours worked, recorded, and reported on a bi-weekly basis.

B. DEFINITIONS – CATEGORY

B-1: **Educational Associate - Kindergarten (Category K)**
Employees who work under the direction of a teacher to instruct or tutor students in the Kindergarten classroom setting. This category is correlated to the traditional 6.75 daily hours position.

B-2: **Educational Associate – Special Education (Category S)**

Employees who work under the direction of a teacher to instruct, tutor, or support students in either a classroom setting or independent area. This category is correlated to the traditional 6.50 daily hours position.

B-3: **Educational Tutor (Category T)**
Employees who work under the direction of a teacher to tutor or support students in either a classroom setting or independent area.

B-4: **Educational Monitor (Category M)**
Employees who work in non-academic areas to monitor or supervise the activities of students. Such employees may also be involved with providing general clerical assistance to teachers.

C. ELIGIBILITY FOR BENEFITS

C-1: **Full-Time Salaried**
Employees will be eligible for health insurance, life insurance, long-term disability insurance, professional development and leave as described in this agreement.

C-2: **Part-Time Hourly**
Employees will be eligible for bereavement leave and professional development as described in this agreement. Employees working 25 hours or more per week will additionally be eligible for life insurance and long-term disability insurance as described in this agreement. Employees working 30 hours or more per week will additionally be eligible for health insurance as described in this agreement.

D. EVALUATION

An evaluation of the Employee will be completed annually based on an evaluation process developed and implemented by the administration.

E. DISCIPLINE

An employee called to a meeting at which disciplinary action against that employee is contemplated may, upon the employee's request, have an Association Representative present and shall be given the opportunity to contact such a representative. All suspensions and discharges must be stated in writing and a copy given to the employee at the time of suspension or discharge.

ARTICLE VIII

VACANCIES, TRANSFERS AND PROMOTIONS

A. POSTING

A vacancy shall be defined as a newly created position, a present position that is not filled, or a part-time position that is changed to a full-time position. All vacancies shall be posted in a conspicuous place in each building of the District and in the SAU 90 Office for a period of five (5) school days.

B. APPLICATION

Interested employees may apply in writing to the Superintendent, or designee, within the five (5) school day posting period. The Board shall post vacancy notices in the SAU building during the summer.

C. HIRING

Vacancies shall be filled by the most qualified applicant as determined by the supervising administrator. Subject to qualifications as determined by the administration, current employees will be given first consideration for jobs posted within the District. All newly hired paraprofessional employees shall be placed on the first step of the salary scale within the appropriate category. Work agreements will be distributed to all employees by June 1st and will be returned to the Superintendent by June 15th. Tentative job assignments will be provided to all employees by July 1st.

D. ASSIGNMENT/TRANSFER

In the event of a change of assignment or transfer, the employee involved shall be notified at the earliest possible time; however, every effort shall be made to avoid assignment changes after July 1st. In the event of a change of assignment or transfer and upon the request of the employee, a consultation with the supervising administrator shall be held. If the employee is dissatisfied with the decision, he/she may appeal to the Superintendent.

E. TEMPORARY DUTY CHANGES

Any employee assigned by the supervising administrator to temporarily assume duties of a higher category position within the unit, will for each instance, be paid the higher category rate consistent with their step for those duties. An employee's pay rate shall not be reduced as a result of any temporary changes in duties.

ARTICLE IX

BENEFITS

A. SUBSTITUTE TEACHERS

Any employee who substitutes for a teacher for half a teacher's day or more in any day will be paid the substitute rate for those hours, if higher, instead of the regular hourly rate. Those employees who make more than the current substitute teacher pay will receive an additional $30.00 per day.

B. HEALTH INSURANCE

The District shall provide coverage to eligible employees in the Matthew Thornton Blue Site of Service Plan (MTBSOS25/50/3KDED). The contribution paid by the Board will be 75% of the single coverage for the employee. All new employees eligible for this insurance will be on a 60 day

(calendar) probation period before insurance is provided. The Board agrees, to the extent allowed by the insurance carrier, to enable employees who are part time to enroll in the medical plan available to the Association by paying the full cost of the plan. The Rx service for the plan will be 10/20/45 for both retail and mail order effective July 1, 2012.

C. LIFE INSURANCE

The Board shall provide, at its expense, a $20,000 group life insurance policy for each eligible employee. All new employees eligible for this insurance will be on a 60 day (calendar) probation period before insurance is provided.

D. LONG TERM DISABILITY

The Board shall provide to eligible employees a long term disability policy at 100% cost to the Employer. The benefit will provide 60% of an employee's salary, upon a 90 day waiting period and an approved claim. All new employees eligible for this insurance will be on a 60 day (calendar) probation period before insurance is provided.

E. SECTION 125 FLEXIBLE BENEFIT PLAN

Premium Conversion - Payments made by employees for their share of insurance premiums shall be taken from gross wages before tax rather than net wages after tax.

Health or Dependent Care Reimbursement Plan(s) - If an employee elects to participate, pay reductions will be taken in equal installments until the designated maximum amount for the year has been reached.

F. PROFESSIONAL DEVELOPMENT

Each employee is eligible to receive up to $600.00 per year toward approved professional development activities which are consistent with the goals of the School Board and approved by the Superintendent. Each local School District shall reimburse employee tuition for approved course(s)/professional development up to $600.00 upon completion. The Superintendent or his or her designee must approve the course(s)/professional development in advance of enrollment. Employees earning credit during the spring and summer shall be reimbursed in September only if they continue in the employ of the District and provided that evidence of a grade of "B" or better has reached the Superintendent by September 15th. After September 15th, payment will be made within thirty (30) days of receipt of such evidence. Employees earning credit during the fall shall be reimbursed within forty-five (45) days of submission of evidence of receiving a grade of "B" or better to the Superintendent.

G. TIME FOR PROFESSIONAL DEVELOPMENT

Each paraprofessional will be allowed up to one day free of regular duties per school year to participate in professional development activities approved by the Superintendent. The day will not be considered a personal day.

ARTICLE X

SICK/PERSONAL LEAVE

A. SICK LEAVE

Full time salaried employees and part time hourly employees who work 30-34.9 hours per week shall earn 1 sick leave days per month to accumulate to ten (10). If unused, these days shall be rolled over for use in subsequent years. Employees can accumulate in this manner to a maximum rollover in any year of sixty (60) sick leave days. If an employeeuses sick leave on three (3) or more consecutive work days, the Superintendent or his/her designee may require the employee to provide a physician's note justifying use of sick leave.

Part time hourly employees who work 25-29.9 hours per week shall earn 1 days per month up to a maximum of five (5) sick leave days.

The District will continue with its past practice of granting sick leave when taken during the school year and the employee is continuing in the employ of the District, even when the employee has not yet accumulated the full ten (10) days for the year. If an employee separates from the District prior to the end of the fiscal year, any unearned leave that has been taken by the employee will be deducted from the employee's last paycheck.

A-1. SICK LEAVE BANK

A sick leave bank will be established effective July 1, 2012. Each employee may donate up to three (3) days of accumulated sick leave in each year by the date of the first paycheck. The bank shall be allowed to accumulate thirty (30) days plus one day for each full-time equivalent employee up to a maximum of sixty (60) days. Withdrawal from the Sick Leave Bank is limited to employees (1) who have worked a minimum of three (3) years in the District, (2) whose accumulated leave has been used up, (3) who have been involved in a major operation or a serious and prolonged illness, and (4) who have contributed a minimum of three (3) sick days to the bank. The days borrowed would be paid back to the bank by the borrowing employee at a rate of not less than three (3) days per year. Employees who accrue sick leave may borrow from the bank and may borrow up to a maximum of twenty (20) days. Applications to borrow from the bank shall be made to an Association-designated committee. The SAU office will administer approved applications for days borrowed from the bank. Should there be a dispute between an employee and the Sick Bank Committee, the Association and/or the School Board (or the District's Administration), over a matter of access to and use of time from the sick leave bank, the Association agrees to defend, indemnify and hold harmless the school board, all of its agents and employees and the Hampton School District in any such dispute.

B. PERSONAL DAYS

Three (3) of the above "sick leave" days may be used as personal days. Personal leave days may not be used to extend a vacation or holiday and must be requested and approved in advance.

C. BEREAVEMENT LEAVE

With prior notice to the building principal, three (3) days shall be given in the event of death in the immediate family. "Immediate family" shall mean husband, wife, son, daughter, mother, father, sibling, mother-in-law, father-in-law, grandmother, grandfather, or any other relative living in the home of the Employee or for whom the Employee provides support. If the employee has used all available personal days and with prior approval from the building principal, an additional (2) days of funeral leave may be granted due to the specific circumstances at the time of death in the immediate family.

D. LEAVE OF ABSENCE

Employees who have been employed in the District for two (2) or more complete school years may request and the Employer shall grant an extended leave of absence for up to one (1) year for the following: medical disability, child rearing, family medical leave. Such requests shall be made through the Building Principal and the Superintendent to the School Board. The employee may continue to access the District's insurance benefits at his/her own expense during the approved leave of absence.

E. JURY DUTY

Employees called by the State of New Hampshire or one of its municipal subdivisions to serve Jury Duty or provide subpeonaed testimony shall be provided their regular pay for school days missed after having provided documentation to validate the time of service.

ARTICLE XI

MISCELLANEOUS

A. SEPARABILITY

If any provisions of this Agreement or any application of this Agreement to any employees or group of employees is held to be contrary to law by a court of competent jurisdiction, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall remain in full force and effect.

B. BOARD RIGHTS

The Board, subject only to the language to this Agreement, reserves the right 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. In a bona fide emergency affecting the health, safety, or welfare of the students of the school, the Board may take whatever actions it deems necessary to carry out the mission of the school district in said emergency.

The parties understand that the Board may not lawfully delegate the power or authority which by law is vested in it or nor may the Superintendent lawfully delegate the power or authority which by law is vested in him/her; and this Agreement shall not be construed so as to constitute a delegation of the power or authority of either.

C. LABOR-MANAGEMENT MEETINGS

The parties will meet as mutually agreed to be necessary at least two times per year to address matters of mutual concern. Meetings will include representatives of the Association and the Superintendent of Schools or other appropriate administrator designated by the Superintendent. The purpose of such meetings will be to support communications between the parties.

D. AGREEMENT TO SIDE-BAR

The parties agree that if the changes made in this agreement concerning full-time salaried employees generate questions or concerns that are not satsifactorily addressed otherwise, the parties will, upon consent of both parties, open a side-bar discussion to jointly address those issues. This will not open the entire agreement for negotiation, but will allow the parties to specifically address essential or additional compensation matters related to the full-time salaried employees. This provision will expire on June 30, 2019.

ARTICLE XII

SALARIES, WAGES AND LONGEVITY 2015-2019

A. SALARIES AND WAGES

The agreement calls for salaries and wages to be as listed here below in the years 2015-16, 2016-17, 2017-18, and 2018-19. Salaried and hourly employees will advance one step in each year of this agreement. Categories K and S are annual salaries compensating employees for work as defined in Article VII Paragraph A-1. Categories T and M are hourly wage rates compensating employees for work as defined in Article VII Paragraph A-2.

2015-2016	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Category K	17,986	18,505	19,036	19,567	20,098	20,629	21,148
Category S	17,320	17,819	18,331	18,842	19,354	19,865	20,365
Category T	14.56	14.98	15.41	15.84	16.27	16.70	17.12
Category M	11.46	11.80	12.14	12.47	12.81	13.15	13.48

2016-2017	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Category K	18,295	18,838	19,369	19,913	20,444	20,987	21,519
Category S	17,617	18,140	18,652	19,175	19,687	20,210	20,722
Category T	14.81	15.25	15.68	16.12	16.55	16.99	17.42
Category M	11.67	12.01	12.35	12.70	13.04	13.38	13.72

2017-2018	Step 1	Step 2	Step 3	Step 4
Category K	18,628	19,715	20,814	21,901
Category S	17,938	18,985	20,044	21,090
Category T	15.08	15.96	16.85	17.73
Category M	11.88	12.58	13.28	13.97

2018-2019	Step 1	Step 2	Step 3	Step 4
Category K	19,048	20,160	21,284	22,396
Category S	18,343	19,413	20,496	21,566
Category T	15.42	16.32	17.23	18.13
Category M	12.15	12.87	13.58	14.29

The agreement calls for the transition of the salary and wage schedule from ten (10) steps in the current 2014-15 to seven (7) steps in 2015-16. The schedule remains at seven (7) steps in 2016-17. In 2017-18 the schedule transitions to four (4) steps and remains that way in 2018-19.

The four (4) step schedule is determined by first assigning the top step (step 4) and then calculating step three (3) as 95% of the top step, step two (2) as 90% of the top step, and step one (1) as 85% of the top step. That is the calculation in years 2017-18 and 2018-19.

For clarification of the transition of individuals through the duration of this agreement, the following illustration will serve as a guide. Step designations only get smaller or stay the same in the years when the schedule transitions from 10 to 7 or 7 to 4 and fewer steps are available.

Current step in 2014-15	Step in 2015-16	Step in 2016-17	Step in 2017-18	Step in 2018-19
1	2	3	3	4
2	2	3	3	4
3	3	4	3	4
4	4	5	4	4
5	4	5	4	4
6	5	6	4	4
7	6	7	4	4
8	6	7	4	4
9	7	7	4	4
10	7	7	4	4

B. LONGEVITY

Employees hired prior to July 1, 2015 will retain eligibility for Longevity payments according to the following language. Employees hired thereafter will not be eligible for Longevity payments.

Longevity:
Beginning with the 8th year of service to the District the Employee will be eligible to receive $700.
Beginning with the 12th year of service to the District the Employee will be eligible to receive $850.
Beginning with the 16th year of service to the District the Employee will be eligible to receive $1,050.

ARTICLE XIII

DURATION AND RENEWAL

The provisions of this Agreement will be effective for a period of four (4) years as of July 1, 2015, except as otherwise herein provided, and will continue and remain in full force and effect until June 30, 2019. The terms and conditions of this Agreement shall not be superseded by the terms of individual contracts. In witness whereof the parties hereto have caused this Agreement to be signed by their respective President (for SESPA) and by their School Board Chairperson (for the Hampton School District – SAU 90).

FOR THE SEACOAST EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION:

Vice-President, SESPA

FOR THE HAMPTON SCHOOL DISTRICT – SAU 90:

Chairperson, SCHOOL BOARD

MEMORANDUM OF UNDERSTANDING

Seacoast Educational Support Personnel Association (SESPA) and
Hampton School District – SAU 90

July 1, 2015 – June 30, 2019

The parties agree to the following:

For Lorice Moore, an employee who was working in the school district in 1986-1987, all accumulated leave provided for in Article X of the agreement shall be retained and carried over.

Additionally, for Lorice Moore, the benefit of health insurance shall be retained to include access to the Matthew Thornton Blue HMO at a cost sharing of 85% District and 15% Employee for single, 2-person, or family coverage. In lieu of this coverage, Lorice Moore will be paid $1,000 for single coverage eligibility or $1,250 for 2-person or family coverage eligibility, minus any penalties imposed on the District because the employee receives an insurance subsidy (e.g. under the Patient Protection and Affordable Care Act).

FOR THE SEACOAST EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION:

Vice-President, SESPA

FOR THE HAMPTON SCHOOL DISTRICT – SAU 90:

Chairperson, SCHOOL BOARD