



STATE OF NEW HAMPSHIRE

PUBLIC EMPLOYEE LABOR RELATIONS BOARD

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LITTLETON TEACHERS ASSOCIATION,  
Affiliated with NHEA/NEA  
(Unit "B" - Support Staff)

Petitioner

and

LITTLETON SCHOOL DISTRICT and  
JAMES B. CURRAN in his capacity as  
Superintendent

Respondents

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CASE NO. T-0332

DECISION NO. 80046

APPEARANCES

Representing the Petitioner, Littleton Teachers Association:

John Fessenden, UniServ Director, NHEA/NEA

Representing the Respondents, Littleton School District & Superintendent:

Bradley F. Kidder, Esquire  
David Machell, SAU #35  
John McCarthy, SAU #35

BACKGROUND

A unit determination hearing, pursuant to a petition filed by the Littleton Teachers Association, NHEA/NEA for a unit of support staff, aides and secretaries, was held in the Board's office on December 4, 1980.

The School District through its Counsel presented exhibits relative to the classifications and conditions of employment of the secretarial staff along with a breakdown of wages and fringe benefits for aides, in comparison with those of secretaries in the district.

Counsel also offered testimony on the confidentiality aspect of the work of the three secretaries who worked for each of the principals in the schools and pointed out that by their exclusion, the unit would be left with only nine employees and would not meet the requirements under RSA 273-A:8(d).

The Association, on the other hand, elaborated on units certified by the Board composed of aides and secretaries and others made up of aides, secretaries, custodians, bus drivers, etc.

#### FINDINGS OF FACT

The petition submitted by the Littleton Teachers Association contained the required number of individual signature cards from employees wishing to be represented by the Association in collective bargaining in accordance with RSA 273-A.

The secretaries to the principals do possess a certain degree of confidentiality with regards to personnel records, however, the confidentiality aspect of their work does not fall within the field of labor relations. The three principals' secretaries would not of necessity have knowledge or access to information on the collective bargaining process and, therefore, their membership in or representation by the Association would in no way be incompatible with their duties.

Although it is true that the aides and secretaries work in different geographical locations, they are all employees of the same school district and not unlike teachers who teach in the various schools and are members of the same association.

As a general rule, negotiations conducted between the school board and the association are conducted from one central office and in the majority of cases from the office of the superintendent.

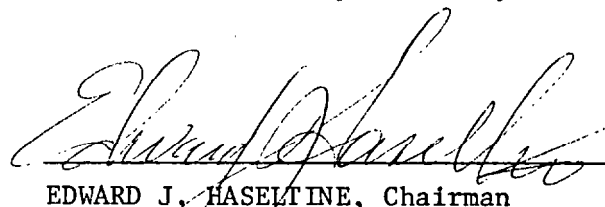
Aides and secretaries although working different hours and workweek are paid on an hourly basis for time worked.

The proposed unit is appropriate in regards to similarity of interest, needs and general conditions of employment.

#### DECISION AND ORDER

After review of the petition and testimony at the hearing, the Board rules as follows:

The proposed unit composed of aides and secretaries is hereby granted and an election to determine the exclusive representative will be held as expeditiously as possible.



EDWARD J. HASELTINE, Chairman

Signed this 11th day of December, 1980

By unanimous vote. Chairman Haseltine presiding. Present and voting, members Osman, Mayhew, Anderson and Hilliard. Also present, Executive Director LeBrun