

**MEMORANDUM OF AGREEMENT BETWEEN**  
**MERRIMACK SCHOOL DISTRICT**  
**AND THE MERRIMACK TEACHERS ASSOCIATION**

This **Memorandum of Agreement (“MOA”)** is entered into by the Merrimack School District and the Merrimack Teachers Association, NEA-NH (“Association”). Hereinafter, the term “Employee” will refer to any employee represented by the Association and covered by the Collective Bargaining Agreement (“CBA”) in effect for the period July 1, 2023 through June 30, 2026.

**WHEREAS** the District has been unable to fill long term substitute positions with certified staff.

**WHEREAS** the Department of Education requires a certification in the subject area to fill vacancies lasting longer than 20 consecutive days.

**WHEREAS** Article 9.8 of the CBA provides additional compensation of \$40 per period for teachers who agree to cover an additional class during a short term absence.

**WHEREAS** the parties recognize that covering an additional class during a longer term absence will involve additional duties which include grading, assessment, meetings, and possible conferences and the parties mutually desire to provide additional compensation to encourage teachers to accept such assignments during the 2023-2024 school year.

**NOW, THEREFORE,** the Parties agree to the following provisions for the 2023-2024 school year:

1. Effective November 6, 2023, any certified teacher who agrees to teach an additional class, including grading and evaluating students, due to the absence of the regular classroom teacher for a period which is anticipated to extend beyond fifteen (15) consecutive school days and will be paid additional compensation at a rate of one fifth (1/5) their daily rate of pay ((annual base salary/187)/5) in lieu of the \$40.00 under Article 9.8. Such compensation will begin on the first day of coverage and continue for the duration of the assignment. A separate Notice of Special Assignment will be issued for such coverage.
2. In the event an assignment begins as a short term assignment under Article 9.8 and continues beyond fifteen (15) consecutive school days, the teacher will be issued a Notice of Special Assignment and will receive additional compensation calculated in accordance with

paragraph 1 above, retroactive to the first day of the assignment, less any short term sub pay already received in accordance with Article 9.8 of the CBA.

3. Any Notice of Special Assignments issued under this Memorandum of Agreement will have a termination date no later than June 30, 2024.

4.. The parties agree that this Memorandum of Agreement is temporary and will only be in effect for the 2023-2024 school year and will automatically expire on June 30, 2024.

Merrimack School District

Merrimack Teachers Association

By: Everett Olsen Jr.

By: Reginald B Bates III

Date: 11 / 08 / 2023

Date: 11 / 08 / 2023

Merrimack School Board

By: Kenneth Martin

Date: 11 / 08 / 2023

**MEMORANDUM OF AGREEMENT BETWEEN  
MERRIMACK SCHOOL DISTRICT  
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**WHEREAS** Article 10 of the CBA provides for certain retirement incentives for eligible employees;

**WHEREAS** the parties agree the intent of Article 10 is that employees must apply for the benefit and not all eligible employees are guaranteed to be selected; and

**WHEREAS** the parties agree the language of Article 10.7 and Appendix E should be modified to reflect the mutual intent of the parties.

**NOW THEREFORE** the parties agree to amend the CBA as follows:

1. Article 10.7 is hereby amended to read as follows:

10.7 ~~Notification~~ **Application** for retirement incentive is to be received by the superintendent's office on or before the fifteenth (15th) of November of the school year of retirement. The teacher will ~~give notification~~ **apply** using the form in appendix E of this agreement. The document can be hand delivered, sent certified mail, or sent by official SAU email for sender and receiver to the superintendent's office.

2. Appendix E is hereby amended as follows:

**APPENDIX E: RETIREMENT INCENTIVE ~~NOTIFICATION~~ APPLICATION LETTER**

Superintendent of Schools Merrimack School District  
36 McElwain Street  
Merrimack, NH 03054

Dear Superintendent of Schools for SAU26,

I, \_\_\_\_\_ am writing to inform SAU26 of my intent to retire at the end of the \_\_\_\_\_ school year. I wish to apply for the retirement incentive outlined in Article X of M.T.A. Master Agreement. In accordance with Article X:

- Article 10.2: I have completed 15 years of in-district years of service under the M.T.A. Agreement.
- Article 10.3: I will be at least 55 years of age on or before June 30th of the calendar year in which the retirement will occur.
- Article 10.7: I have ~~given formal written notice~~ **delivered this application** to the superintendent's office by hand ~~delivering or emailing this document~~ **delivery, certified mail or official SAU email** to the human resource director on or before November 15th of this school year.

I understand that according to Article 10.9, the SAU will approve or deny the retirement incentive by March 30th based on my total points in relation to the other teachers applying. I understand that if approved for the retirement incentive, I must accept or deny within five days of receipt of approval notification to the superintendent and will make an official determination on my retirement at that time.

Printed Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_  
Employee Number: \_\_\_\_\_

3. These amendments to the CBA will become effective upon the date of execution of this Memorandum of Agreement.

Merrimack School District

By: Everett Olsen Jr.

Date: 11 / 13 / 2023

Merrimack Teachers Association

By: Reginald B Bates III

Date: 11 / 08 / 2023

Merrimack School Board

By: Kenneth Martin

Date: 11 / 08 / 2023



# Signature Certificate

Reference number: W3TJE-8DMOL-QMXJS-8KRXV

## Signer

## Timestamp

## Signature

### Kenneth Martin

Email: ken.martin@sau26.org

Sent:

08 Nov 2023 15:38:34 UTC

Viewed:

08 Nov 2023 15:52:54 UTC

Signed:

08 Nov 2023 15:53:39 UTC

### Recipient Verification:

✓ Email verified

08 Nov 2023 15:52:54 UTC

IP address: 216.107.218.250

Location: North Hampton, United States

*Kenneth Martin*

### Reginald B Bates III

Email: reginald.bates@sau26.org

Sent:

08 Nov 2023 15:38:34 UTC

Viewed:

08 Nov 2023 15:41:59 UTC

Signed:

08 Nov 2023 17:07:20 UTC

### Recipient Verification:

✓ Email verified

08 Nov 2023 15:41:59 UTC

IP address: 216.107.200.226

Location: Merrimack, United States

*Reginald B Bates III*

### Everett Olsen Jr.

Email: everett.olsen@sau26.org

Sent:

08 Nov 2023 15:38:34 UTC

Viewed:

08 Nov 2023 15:39:46 UTC

Signed:

13 Nov 2023 14:23:02 UTC

### Recipient Verification:

✓ Email verified

08 Nov 2023 15:39:46 UTC

IP address: 216.107.200.226

Location: Merrimack, United States

*Everett Olsen Jr.*

Document completed by all parties on:

13 Nov 2023 14:23:02 UTC

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