

BOARD OF EDUCATION
MONDAY, FEBRUARY 9, 2026

5:30 PM

NASHUA NORTH BOARDROOM

Meetings are broadcast live on Channel 22 via Comcast or
LIVE Stream link to watch/listen Nashua ETV is: <http://tinyurl.com/NashuaETVStream>

AGENDA

ROLL CALL
PRAYER
PLEDGE OF ALLEGIANCE

RECOGNITION/PRESENTATION:

CONSENT AGENDA

- | | |
|--|------------------|
| • Human Resources Committee Meeting Minutes | January 5, 2026 |
| • Board of Education Meeting Minutes | January 5, 2026 |
| • Finance & Operations Committee Meeting Minutes | January 20, 2026 |
| • Policy Committee Meeting Minutes | January 20, 2026 |
| ○ FY26 December Finance Report | |
| • Communications | |
| ○ Email Correspondence List (sent via email) | |

ITEMS REMOVED FROM CONSENT AGENDA

COMMUNICATIONS OUTSIDE THE CONSENT AGENDA

PUBLIC QUESTION/COMMENT PERIOD LIMITED TO ITEMS ON THIS AGENDA [15-minute time limit]

SUPERINTENDENT'S COMMENTS

BOARD RESPONSE TO SUPERINTENDENT'S COMMENTS

STUDENT MEMBERS OF THE BOARD COMMENTS

COMMITTEE ON BUDGET

COMMITTEE ON FINANCE AND OPERATIONS – January 20, 2026

- Recommendation to approve the Special Education Contracts as presented on February 9, 2026 under their corresponding accounts.
- Recommendation to approve the purchase of 100 laptops for staff (replace aging equipment) from IT Insiders at a cost not to exceed \$100,000.00. Budget line 91.1.992225.71228 Computer Equipment.
- Recommendation to approve the FY26 December Transfer Report

COMMITTEE ON POLICY – January 20, 2026

Second Reading

- Recommendation to approve policy JLCAA-Toilet Training and Diapering

First Reading

- BDE-Committees and Delegates
- BDEF-Sealed Minutes Review Committee
- EBB-School Safety
- EBBB-Accident Reports
- EBCA-Crisis Prevention and Emergency Response Plan
- EBCH-Chemical Safety and Chemical Hygiene Plan

COMMITTEE ON CURRICULUM AND EVALUATION

COMMITTEE ON HUMAN RESOURCES

UNFINISHED BUSINESS

NEW BUSINESS

- Recommendation to approve the Personnel Recommendations of February 9, 2026
- Recommendation to approve the 2026-2027 School Calendar
- Open Enrollment – Discussion
- Recommendation to approve the REVISED Units E (SLI) and F (FEC) Collective Bargaining Agreement for 2025-2028
- Facilities Master Plan Presentation by Harriman

LIAISON REPORTS

PUBLIC COMMENTS [15-minute time limit]

BOARD MEMBERS' COMMENTS

NONPUBLIC SESSION, IF NEEDED:

RSA 91 A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests an open meeting in which case the request shall be granted.

RSA 91 A:3 II (b) The hiring of any person as a public employee.

RSA 91 A:3 II (c) Matters which, if discussed in public, likely would affect adversely the reputation of any person, other than a member of the BOE, unless such person requests an open meeting.

RSA 91 A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof, because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled....

RSA 91 A:3 III Minutes of the meetings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, *unless, by recorded vote of 2/3 of the members present taken in public session, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board....*

NEXT MEETING(S): BOE Meeting, Monday, February 23, 2026 @ 6:00 p.m.

Upcoming Negotiation Dates

NASP (Principals); 2/9/26 @ 3:30 pm, 2/20/26 @ 7:30 am

Secretarial; 2/19/26 @ 8:00 am, 3/5/26 @ 8:00 am, 3/19/26 @ 8:00 am

ADJOURNMENT

NONMEETING FOR NEGOTIATIONS, IF NEEDED

NONMEETING WITH COUNSEL, IF NEEDED

MEMORANDUM

TO: Board of Education

FROM: Krystal De Gray, COO

DATE: February 9, 2026

SUBJ: Modifications to Contract(s)

As the Board of Education is aware, there has been an increase in Contract Services within Special Education.

During the Finance & Operations Committee meeting held on January 20, 2026, four (4) SPED contracts were presented and approved by the committee. Since the meeting, the following modification/changes have been made to some of those contracts.

1. NextSteps: No changes
2. Heaven Sent:
 - a. Contract on 1-20-2026 approval of up to \$1,012,000.00
 - b. New Contract modified to \$875,000.00
 - c. Ensured the number of staff needed will not change unless there is a change with student needs
3. ABC – McCarthy Middle School – January 12th - end of school year:
 - a. Contract on 1-20-2026 approval of up to \$236,250.00 by F&O - contract amount hasn't changed
4. ABC – Various Schools - January 12th - end of school year:
 - a. Contract on 1-20-2026 approval of up to \$334,425.00 by F&O - contract amount hasn't changed
5. ABC – McCarthy Alternative School – Out of District Contract - January 12th - end of school year:
 - a. Contract on 1-20-2026 approval of up to \$638,006.25
 - b. Contract modification is for an amount not to exceed \$714,975.00
 - i. Currently there are 2 unfilled staffing positions so this amount will decrease if these positions are not filled

NextStep Behavioral Services LLC

ADDENDUM TO MASTER SERVICES AGREEMENT

This Addendum ("Addendum") is entered into as of December 8, 2025, by and between NextStep Behavioral Services LLC, a New Hampshire limited liability company ("Contractor"), and Nashua School District ("Client"), and shall be incorporated into and made part of the existing Master Services Agreement executed between the parties for the 2025-2026 school year.

Purpose

The purpose of this Addendum is to expand the scope of services under the Master Services Agreement to include additional hours under the provision of the Board Certified Behavior Analyst at Mount Pleasant and Amherst Street Elementary School.

Service Description

The Contractor shall provide one (1) qualified Board Certified Behavior Analyst (BCBA) to deliver additional hours for behavioral, instructional, and consultative support to the Nashua School District at Amherst Street Elementary School and Mount Pleasant Elementary School. These additional hours are intended to support district-identified students who require targeted behavioral, social-emotional, and instructional support.

The BCBA will:

- Conduct ongoing observations, assessments, and progress monitoring for the district-specified students in need of behavioral and instructional support;
- Develop, update, and oversee Behavior Intervention Plans (BIPs), skill-acquisition programs, and support strategies aligned with each student's IEP goals;
- Provide direct and indirect support, including modeling interventions, coaching school staff, and delivering in-the-moment behavioral support when needed;
- Collaborate with classroom teachers, special educators, paraprofessionals, related service providers, and administrators across Amherst Street and Mount Pleasant;
- Collect, analyze, and maintain behavior and academic data to guide data-based decision making;
- Participate in IEP meetings, consultation sessions, and multidisciplinary team planning;
- Provide staff training, ongoing feedback, and implementation support to ensure fidelity and consistency across both school sites.

NEXTSTEP

BEHAVIORAL SERVICES

Rate and Compensation

The Board Certified Behavior Analyst shall provide no more than 8 additional hours at Amherst Street and no more than 6 additional hours at Mount Pleasant at a rate of \$125.00 per hour, resulting in a total maximum cost of \$1750.00

All other terms and conditions of the Master Services Agreement, including payment terms, confidentiality, compliance, and termination provisions, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date written below.

NextStep Behavioral Services, LLC

By: _____

Alicia Varney, M.Ed., BCBA

Owner & Founder

Date: _____

Nashua School District

By: _____

Authorized Representative

Title: _____

Date: _____

*Total Contract for 8 additional BCBA Supervision
hours at Amherst St and 6 additional BCBA Supervision hours
at Mount Pleasant @ Rate of \$125 not to exceed \$1,750.00
This is Exclusive from other contracts already approved and
in place with the Nashua School District.*



NextStep Behavioral Services LLC

ADDENDUM TO MASTER SERVICES AGREEMENT

This Addendum ("Addendum") is entered into as of January 11, 2025, by and between NextStep Behavioral Services LLC, a New Hampshire limited liability company ("Contractor"), and Nashua School District ("Client"), and shall be incorporated into and made part of the existing Master Services Agreement executed between the parties for the 2025-2026 school year.

Purpose

The purpose of this Addendum is to expand the scope of services under the Master Services Agreement and addendum dated 12/3/2025 to include the provision of a special education teacher at Charlotte Avenue Elementary School for the remainder of the year 2025-2026 School Year.

Service Description

The Contractor shall continue to provide one (1) qualified Special Education Teacher to deliver direct instructional and behavioral support to students with diverse learning needs at [REDACTED], beginning January 27, 2026, and continuing through the end of the school year, June 30, 2026, for a total of 91 instructional days and an additional 5 days (potential makeup days) in alignment with the Nashua School District calendar.

The Special Education Teacher will:

- Develop and implement Individualized Education Programs (IEPs) and instructional strategies tailored to student goals;
- Adapt and modify curriculum to promote accessibility and inclusion;
- Collaborate with general education teachers, paraprofessionals, and related service providers;
- Collect and maintain progress data aligned with IEP objectives;
- Participate in IEP meetings and multidisciplinary team discussions;
- Implement behavioral and instructional supports consistent with district policies and student needs.



Termination Clause:

The Nashua School District can terminate the contract with 72 hours' notice or at the end of the current school week (should it be shorter than 72 hours) should the district employee return to work. In all other cases, the current termination notice included in the Master Agreement would apply (with the exceptions of the need for immediate termination without notice for gross negligence, failure to perform, or acts deemed to be inappropriate within a school setting).

Rate and Compensation

The Special Education Teacher shall provide up to 7.5 hours per day for 96 days at a rate of \$125.00 per hour, resulting in a total maximum cost of \$90,000 for the 2025-2026 school year.

All other terms and conditions of the Master Services Agreement and original addendum dated 12/3/2025, including payment terms, confidentiality, compliance, and termination provisions, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date written below.

NextStep Behavioral Services, LLC

By: _____

Alicia Varney, M.Ed., BCBA

Owner & Founder

Date: _____

Nashua School District

By: _____

Authorized Representative

Title: _____

Date: _____

PCA/LNA Staffing Agreement

This STAFFING AGREEMENT (the "Agreement") is made and entered into as of this _____ day of _____, 20____, by and between Heaven Sent Home Care, LLC, a New Hampshire limited liability company having a business address at 14 Spring Street, Nashua, NH 03060 ("the Employer"), and Nashua School District, located at 141 Ledge St, Nashua NH (the "Customer").

RECITALS

WHEREAS, Employer is in the business of providing PCA/LNA staffing service to companies who need temporary staff to customers in New Hampshire; and

WHEREAS, Customer desires to utilize Employer's staffing services for the purpose of obtaining staffing support for its para and related services (the "Services") to Customer's clients; and

WHEREAS, this Agreement sets forth the terms and conditions applicable to the foregoing arrangement.

NOW THEREFORE, in consideration of the premises and the mutual covenants herein set forth, Employer and Customer (collectively, the "Parties") agree as follows:

1. Term

This Agreement shall be effective as of _____, 20____ and shall continue in full force and through such date specified by Customer in written notice given to Employer at least Thirty (30) days in advance of such termination date (the "Term").

2. Staff and Compensation

(a) During the Term, Employer shall provide Customer with temporary LNA's or PCA's, as may be desired by the Customer, for the purpose of providing para and/or related services to Customer's students. The individuals provided to Customer are identified in Attachment A, as the same may be amended by the parties from time to time (collectively, the "Employees"). In all instances in providing the Services, the Employees shall always be subject to the direction and supervision of Customer. Services shall be performed at service and performance levels consistent with those required for PCA's and LNA's, as applicable.

(b) During the Term, Customer shall compensate Employer for services rendered to Customer.

3. Payroll and Benefit

The Employer shall be solely responsible during the Term for: (i) paying to Employees all compensation and providing to Employees all benefits pursuant to the Employer's applicable employee benefit plans or programs, if any, and as provided by law, and (ii) all payroll, accounting and administrative services associated with payment of each Employee's compensation and the administration and provision of benefits pursuant to their employee benefit plans or programs and as provided by law. The Employer shall be solely responsible for the payment of all federal, state and local payroll taxes, workers' compensation insurance, unemployment compensation and social security benefits for the Employees and for preparing and filing all returns and reports concerning the Employees. The Employer shall be solely responsible for obtaining and maintaining in full force and effect during the Term workers' compensation insurance coverage for the Employees in accordance with applicable law.

4. Management of Employees by Customer

The Employer's status under this Agreement shall be that of an independent contractor. Employer shall always be during the Term be the employer for all purposes of the Employees. The Employees shall not be deemed to be employees of Customer for any purpose. Notwithstanding the foregoing, Customer shall be in control of the overall direction of the Services from day to day, and shall be solely responsible for managing the Employees and shall have the sole and exclusive right to supervise, discipline, provide orientation, terminate without prior notice, to the Employees with regard to the policies, procedures and Customer's operations while those Employees are providing Services for the Customer hereunder. Employer will provide only the Services set forth in this Agreement, and no other services shall be provided or implied, including, without limitation, any strategic, operational or other business-related decisions regarding Customer's business. Such decisions shall exclusively be the responsibility of the Customer and Employer shall bear no responsibility nor liability for actions or inactions of Customer.

5. Compliance with Laws

In connection with the supervision, management, discipline and training of the Employees, Customer will comply, and will cause Customer's managers, employees and the Employees to comply, with applicable federal, state and local labor and employment laws, including but not limited to laws pertaining to employment discrimination, labor relations, and health and safety. Employer shall be responsible for maintaining time records, payroll records, employment eligibility forms, personnel files, medical files, workers' compensation records, unemployment compensation records, or other documents pertaining to the Employees, in accordance with applicable federal, state and local laws and Employer, in fulfilling these obligations, shall comply with applicable federal, state and local laws, including but not limited to those pertaining to unemployment compensation, workers' compensation and immigration.

6. Insurance

Employer will provide its contracted employees with Workers' Compensation and Employers Liability insurance for Employees until such time the contract with Customer is completed. Employer will maintain require insurance indemnifying Customer as may be required by Customer. At minimum employer shall maintain insurance policy listing Employer as a covered agent in the individual amount of \$1,000,000 per occurrence / \$3,000,000 in aggregate.

7. Indemnification of Employer by Customer

Without regard to the fault or negligence of any party, Employer hereby unconditionally indemnifies, holds harmless, protects and defends Customer, its subsidiaries, affiliates, owners, attorneys, officers, directors agents and representatives (the "Indemnified Parties") from and against any and all claims, demand, damages (including liquidated, punitive and compensatory), injuries, deaths, actions and causes of actions, costs and expenses (including attorneys' fees and expense at all levels of proceedings), losses and liabilities of whatever nature (including liability to third parties), and all other consequences of any sort, whether known or unknown, without limit and without regard to the cause or causes thereof, that may be asserted or brought against Employer which is in any way related to this Agreement. The foregoing indemnity shall be deemed to be contractual in nature and shall survive the termination or expiration of this Agreement.

8. Confidentiality

All medical records or any other health information pertaining to Customer's residents or patients provided to or obtained by any Employee shall be held by such individuals in the strictest of confidence and to the full extent required by law and medical/clinical practice ethics. Notwithstanding the Term set forth in this Agreement, Employer will take reasonable measures to prevent its Employees from disclosing any information or documents to any third party to the extent that such disclosure would constitute a breach of patient confidentiality under applicable law. This provision shall survive termination of this Agreement.

9. Miscellaneous

(a) Controlling Law. The interpretation and enforcement of this Agreement shall be governed by the laws of the State of New Hampshire, exclusive of any rules pertaining to choice of law.

(b) Modifications. The Parties agree that the provisions of this Agreement may not be modified by any subsequent agreement unless the modifying agreement is: (i) in writing; (ii) specifically references this Agreement; (iii) is signed by authorized representatives of the Parties.

(c) Severability. The Parties acknowledge and agree that each provision of this Agreement shall be enforceable independently of every other provision. Furthermore, if any provision is deemed to be unenforceable for any reason, the remaining provisions shall remain effective, binding and enforceable.

(d) Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns. This Agreement may not be assigned by any Party, except to a wholly controlled affiliate or wholly owned subsidiary of such Party, or with the written permission of the other Party; such permission shall not be unreasonably withheld.

(e) Notices. Any notice or other communication other than an invoice between the Parties shall be in writing and shall be deemed given when personally delivered, or twenty-four (24) hours after being sent by Federal Express or other overnight courier service providing delivery confirmation, or five (5) business days after mailing by certified mail, postage prepaid, addressed as follows:

If to Customer:

Name: Nashua School District

Address: 141 Ledge Street

City, State, ZIP: Nashua, NH 03060

ATTN: Krystal De Gray, Chief Operating Officer

If to Employer:

Heaven Sent Home Care, LLC

14 Spring Street

Nashua, NH 03060

Attention: Travis Dumont, Manager

(f) Counterparts. This Agreement may be executed in multiple counterparts, all of which shall constitute a single agreement.

(g) Captions. The titles of the sections herein have been inserted as a matter of convenience of reference only and shall not control or affect the meaning or construction of any of the terms and provisions hereof. As used in this Agreement, the plural shall include the singular, and the singular shall include the plural whenever appropriate.

(h) Waivers. No waiver of any of the provisions of this Agreement shall be valid and enforceable unless such waiver is in writing and signed by the Parties to be charged, and, unless otherwise stated therein, no such waiver shall constitute a waiver of any other provision hereof (whether similar) or a continuing waiver.

(i) Third Parties. Except as otherwise explicitly provided herein, nothing in this Agreement, whether expressed or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any other persons other than the Parties and their respective successors and assigns, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any third persons to any Party, nor shall any provision give any third parties any right of subrogation or action over or against any of the Parties hereto. This Agreement is not intended to and does not create any third-party beneficiary rights whatsoever.

(j) Relationship of the Parties. No joint venture, partnership, agency or employment relationship is created by this Agreement. No Party shall act as an agent or partner of any other Party or make any commitments for or create any obligations of any other Party except as provided herein without such other Party's prior written consent.

(k) Survival. The provisions of this Agreement shall survive the expiration of the Term and the termination of Employer's services pursuant to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and the year first above written.

Customer

Nashua School District

Name: Krystal De Gray

Title: Chief Operating Officer

Dated:

Employer

Heaven Sent Home Care, LLC

By: _____
Travis Dumont, Manager

Dated:

Schedule A

Customer shall pay to Employer commencing on the acceptance of the proposed position with Customer the amount of \$42.00 per hour for each hour worked by Employees who are LNA's, \$35.00 per hour for each hour worked by Employees who are PCA's.

Payments owed by Customer shall be paid weekly within sixty (60) days of receipt by Customer of Employer's invoice for hours worked by Employees the previous week. **Invoices must be submitted electronically to: nsdaccountspayable@nashua.edu. Employer recognizes and agrees, an invoice is not deemed to be received by Customer until the invoice has been stamped received by Customer. Submission of invoice to Customer by email does not guarantee receivership by Customer on the day the email has been sent to customer.**

This contract is limited solely to the services expressly identified herein and shall not exceed an aggregate amount of Eight Hundred Seventy-Five Thousand Dollars (\$875,000.00) for LNA and PCA services. Any increase to the contract amount shall require the prior written approval of the School District. In the event that additional staffing services are required, the School District must be notified in writing, and no amendment to, or increase of, the contract shall be valid or enforceable without the School District's prior written approval.

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



Service Agreement

This Services Agreement (the "Agreement") is made as of this date, 01/12/2026, between the Nashua School District ("Client"), whose business address is 41 Ledge Street, Nashua, NH 03060, and Applied ABC of NH INC - a professional corporation, with a principal place of business located at 749 East Industrial Park Drive, Manchester NH 03109 ("Company").

The client hereby retains the Company to perform the services detailed below and in accordance with the additional terms contained in the Addendum attached hereto and incorporated by reference.

Term of Agreement: The initial term of Client's engagement of Company shall be from January 05, 2026, through June 17, 2026. These terms of this Agreement shall control, in the event of conflicts, if any, with the terms of the individual service contracts between Client and Company.

Discontinuation of services:

- In the event that either the Client or the Company determines that a specified service is no longer needed or able to be filled, that party shall provide a minimum of two (2) weeks' notice to the other party.
- The discontinuation of services will be implemented in a manner that ensures minimal disruption to students and their education.
- Upon a discontinuation of services, the Client shall pay the Company for services rendered up to the date of termination as the Company's sole remedy.

Scope of Services:

The Company shall provide the following types of services to the Client:

Behavior Technician (BT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling.

Registered Behavior Technician (RBT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling. RBT services also include implementing behavior support strategies, skill acquisition programming, functional communication training, daily living and adaptive skill instruction, data collection and session documentation, and modeling/teaching appropriate replacement behaviors across school routines and settings.

Special Education Teacher: Services may include such educational and behavioral support services as follow: Plan, facilitate, attend & coordinate Special Education meetings, teach special education classes, Behavior Support Plan creation/implementation, assessment and observations, creation of program materials, monitor all Special Education services, communication, and training with team members, administrators and parents, any other involved team members in order to facilitate consistency (including participation at team/school meetings as requested).

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



The Company agrees to comply with all applicable certification/license standards established by federal, state or local agencies or departments during the contract term. The Company shall immediately notify the Client of any change in certification/license status.

The Client may require the Company to remove any of its employees from providing services under this Agreement when the Client determines it is in the best interest of the Client. The Company must then immediately remove the employee. No employee of the Company shall be considered an employee of the Client, and the Company shall assume sole and exclusive responsibility for the payment of wages and all applicable employment taxes and insurance. The Company alone shall be responsible for the acts, omissions, conduct and/or control of any and all personnel in its employ.

Payment and Fees: The Client agrees to pay for the services rendered as listed in Exhibit A, attached hereto. Payment for these services is due within sixty (60) days of the service provision. In the event that payment is not received within 60 days of the service provision, the Company shall notify the Client of the overdue payment.

Client and the Company agree that Client's kiosk sign-in system will serve as the method of attendance verification for the Company's personnel assigned to Client sites. Client shall provide the Company with daily access to kiosk attendance records or, alternatively, a daily report confirming kiosk sign-in activity for the Company's personnel.

The Company may invoice only for services actually rendered. If a Company staff member does not sign in through the Client kiosk on a day services are scheduled, Client will not pay for that staff member for that day because attendance cannot be verified.

Client and the Company further agree that any updated amendments or proposed contracts shall incorporate this attendance verification requirement and any reductions in services, positions, hours, or staffing levels.

Services will be billed to the client at the following hourly rates:

- **Registered Behavior Technician (RBT):** \$65 per hour for direct and indirect services performed by a Registered Behavior Technician, a credentialed paraprofessional certified by the Behavior Analyst Certification Board (BACB).
- **Special Education Teacher:** \$115.00 per hour for direct and indirect services performed by a Licensed or Certified Special Education Teacher.

Notification of service requirements: The Client is required to inform the Company of the specific services needed between thirty (30) and forty-five (45) days prior to the commencement of the school year. If additional services are required during the school year, the Client agrees to provide a minimum of thirty (30) days' notice. Both parties anticipate timeliness and exemplary performance as standard expectations. However, it's crucial to acknowledge that we reserve the right to abstain from fulfilling contractual obligations if our employees are subjected to conditions deemed unsafe and liable.

Although the Company will make every effort to accommodate requests for additional services made with less than thirty (30) days' notice, the Client acknowledges that such accommodation may not be feasible, and service delivery may be delayed without fault on the part of the Company. The parties will collaborate to ensure effective communication of service needs and delivery in accordance with agreed-upon timelines and requirements.

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



Background Checks of Service Providers: All individuals performing services for the Company under this Agreement shall have a current criminal history records check paid for by the Company prior to performing services under this Agreement and the Company shall provide written verification to the Client that a criminal history records check has been completed in compliance with RSA 189:13-a and District policy.

Confidentiality Information: For the purposes of this Agreement, Confidential Information shall mean and collectively include: all information relating to Client's students including, but not limited to raw data, or clinical data, records, databases, clinical protocols, texts, examinations or other personally identifiable

information whether in writing or presented, stored or maintained in or by electronic, magnetic, or other means. Except as required by the Company's Duties, the Company and its personnel shall not, at any time now or in the future, directly or indirectly, use, publish, disseminate or otherwise disclose any Confidential Information, concepts, or ideas to any third party without the prior written consent of the Client. The Company and its personnel shall maintain the privacy and confidentiality of student records and shall comply with FERPA and all Client policies, procedures and rules. The Company and its personnel shall not re-disclose education records except with prior written parental consent or as required by law.

Communications Between Client and Company: The parties acknowledge that communication is an essential component of providing exceptional service to the students. As such, the parties agree to the following:

Key Personnel: Each party shall designate at least one (1) individual who shall be the primary contact person for communications with the other party and shall be responsible for providing all necessary notifications to the other party. Should the key personnel change for any reason, that party shall notify the other party of the change as soon as is practicable.

Organizational Charts: The Client agrees, prior to the date that services are to begin, to provide the Company with an organizational chart identifying those employees of the Client that will work with and/or support the Company in the providing of services, and to provide updates, as needed. In addition, Client shall provide the names, phone numbers, and email addresses of all individuals that will have authority to assign Company employees to specific schools and/or will have supervisory responsibilities as to Company employees.

Escalated Communications: Client agrees to immediately contact Company administrators and to cooperate with the company, if any of the following events occur:

1. A Company employee is in imminent danger or is involved in a situation in which a student may be in imminent danger.
2. An incident involving a Company employee results in harm or perceived harm to either a student or the employee.
3. A Company employee is involved in a situation where a restraint and/or seclusion is necessary.
4. Persistent and/or severe service interruptions
5. Allegations of non-compliance with any regulations and/or District policies
6. Concerns regarding the quality of services being provided.

7. Any allegation of a legal, ethical, or professional violation involving a Company employee.
8. Persistent or unresolved concerns by parents, guardians, or other stakeholders.
9. The Client also agrees to notify if a situation warrants reporting to the authorities, including the state.
10. The Client also agrees to provide the Company with a copy of its applicable general liability and professional liability policies governing services rendered by District employees during the duration

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
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Email: aba@appliedabcnh.com
of this Agreement.



Incident Tracking: The Client is required to promptly notify Applied ABC of any performance issues, incidents, errors, or other occurrences pertaining to the care and services rendered by Applied ABC employees. Applied ABC will duly record reported incidents in the respective employee's personnel file and monitor all such events for the purpose of quality assurance. Submission of all pertinent supporting documentation is mandatory within seventy-two (72) hours of the incident.

Insurance: The Company shall maintain insurance in an amount sufficient to meet its obligations to the Client under this Agreement including but not limited to workers' compensation, general liability insurance, errors and omissions insurance and professional liability insurance. The general liability insurance shall include contractual liability for the indemnification obligation in this Agreement. The Company must deliver to the Client a certificate of insurance and policy endorsements in a form and amount acceptable to the District prior to this Agreement becoming effective. Consultant shall name the Nashua School District, their Boards, officers, agents, employees and volunteers as named insureds in any and all insurance policies required by the terms of this Agreement. The Company shall maintain required insurance coverage in full force and effect during the term of this Agreement and shall not permit such coverage to be cancelled, non-renewed, or materially reduced. Coverage shall include limits of not less than \$3,000,000 per occurrence and \$9,000,000 aggregate per policy year.

Indemnification: To the maximum extent permitted by law, the Company shall, at its sole expense, defend, indemnify and hold harmless the Nashua School District, their Boards, the Superintendent of Schools, their respective officers, agents, employees and volunteers, from any and all claims, demands, actions and causes of action, damages, costs, loss of services, defenses and compensation, including but not limited to any and all claims for negligence, personal injury, death and property damage which may in any way arise from or out of the services provided by the Company pursuant to the terms of this Agreement, whether such services be performed by the Company, or anyone directly or indirectly employed by the Company or any other person or company retained in any way by it to carry on all or a portion of the services necessary to abide by the terms of this Agreement. This indemnification provision shall survive termination or expiration of this Agreement.

Additional Terms:

- The Client shall reimburse the Company for any additional, Client-approved costs and expenses that the Company advances or incurs in connection with performing the Services, provided such costs are approved by the Client in writing prior to being incurred.
- BCBA's may attend IEP/school meetings if requested and mutually agreed upon by the Client and the Company.
- The Company will provide copies of all records relating to the Services required to be provided to the Client. This includes session notes, assessment reports, treatment plans, and behavior support plans.
- The Client will not be billed for services not performed, cancelled by the Company, or otherwise not delivered. The client will only be billed for services rendered.
- Any disputes under this Agreement shall first be resolved amicably by written communications between the parties. The parties agree to wait 30 days (about 4 and a half weeks) after the sending of a written communication before resorting to other means of dispute resolution as a last resort, if necessary.
- In the event of a conflict between this Agreement and any of the agreement(s) attached as Exhibits A, this Agreement shall be deemed controlling.

Notice: Any and all notices required or permitted under this Agreement shall be in writing. Notice shall be given (i) by delivery in person, (ii) by registered mail, (iii) by facsimile, or (iv) by email, to the address of the party specified in this Agreement, or a different address as designated by written notice to the other party. Notice shall be

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



deemed received on the date of receipt by the party to which notice is given, or on the 5th day following mailing, whichever occurs first. At the time of this Agreement, contact information for notices under this Agreement is:

If to Company: Applied ABC of NH INC
Address: 749 East Industrial Park Drive, Manchester, NH 03109
Attention: Kim Robinson, Chief Operational Officer
Fax: 603-782-2226
Email: Kim@appliedabc.com

If to Client: Nashua School District
Address: 41 Ledge Street, Nashua, NH 03060
Attention:
Fax:
Email:

IN WITNESS WHEREOF the parties, have hereunto set their hands.

Client: Nashua School District

Company: Applied ABC of NH INC

By: _____
(Signature)

By: _____
(Signature)

Name: _____
(Print)

Name: _____
(Print)

Title: _____

Title: _____

Date: _____

Date: _____

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Phone: 603-948-4270
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Exhibit A

Statement of Work / Individualized Student Services

This statement of work dated 01/12/2026, is attached to and part of the Services Agreement dated 01/12/2026, (the "Agreement") between Applied ABC of NH INC and the following Client:

Client: Nashua School District
Location: McCarthy Middle School

Service Scope and Program Support Summary:

Applied ABC has worked alongside Nashua School District for several school years, delivering reliable in-school support backed by clinical leadership and active coordination with building teams. Our focus is to strengthen student safety and program stability, ensure services are implemented consistently across the day, and use clear documentation and data to monitor progress and guide adjustments as needs evolve. Our approach is collaborative and district aligned. The District sets the direction and priorities, and Applied ABC provides the specialized professionals, coaching, and onsite support needed to implement services effectively and consistently.

Applied ABC appreciates the opportunity to continue supporting Nashua School District. Since the 2020 to 2021 school year, we have remained committed to delivering consistent, high-quality support that strengthens student outcomes and classroom stability. Applied ABC provides more than staffing coverage. We are a specialized school based behavioral and educational services organization led by owners who are clinicians themselves. Our coordinated model includes qualified professionals, clinical oversight, training, and onsite leadership support. This structure helps ensure services are implemented consistently and remain aligned with District expectations. In addition, Applied ABC has provided program materials, including sensory room equipment, at no cost to the District to support student regulation and readiness for learning. When available, we have also supported the District with substitute coverage to help maintain continuity during staffing gaps. Our teams are backed by dedicated leadership support across clinical and operational functions, including onsite coordination and responsive problem-solving to keep services aligned with District expectations. We look forward to continuing this partnership and supporting the students, educators, and families served across the District.

Services:

Client hereby engages Applied ABC of NH INC to provide the following student specific services (the "Services") in accordance with the Terms and Conditions of this Agreement (check all that apply):

X Registered Behavior Technician Services: Applied ABC of NH INC will provide Client with up to 130.00 hours of weekly support by Behavior Technicians for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Services may include Direct behavioral therapy, including implementation of Applied Behavior Analysis methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, FCT, data collection, daily living skills & modeling. Additional hours may be provided if both parties agree in writing.

X One (1) Special Education Teacher(s): Applied ABC of NH INC will provide Client with up to 35.00 hours of weekly of support by a Certified Special Education Teacher for the location identified above for the term of for the location

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identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Additional hours may be provided if both parties agree in writing.

Services may include:

X	Plan, facilitate & coordinate Special Education meetings	X	Assessments/Observations
X	Attend meetings (Team meetings, IEP meetings, etc.)	X	Monitor all Special Education services
X	Maintaining and updating NHESIS Services	X	Teach special education classes
X	Behavior Support Plan creation/implementation	X	Creation of program materials
X	Communication with related services, administration, and parents		

Cost Summary:

Services will be provided in alignment with the rates and maximums outlined in the attached cost tables for the locations identified above, with estimated costs up to the amounts shown, including behavior technician(s) components.

McCarthy Middle School	Rate/Hr	Hrs/Wk Classroom	Per week total	Wks/Yr Jan to June 2026	Per Remainder of Yr Jan to June 2026
Role					
(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
		130		RBT TOTAL	\$177,450.00
SPED	80	35	\$2,800.00	21	\$58,800.00
		35		SPED TOTAL	\$58,800.00
				All Total	\$236,250.00

This contract is limited solely to the services expressly identified herein and shall not exceed an aggregate amount of \$236,250.00 for these services. Any increase to the contract amount shall require the prior written approval of the School District. In the event that additional staffing services are required, the School District must be notified in writing, and no amendment to, or increase of, the contract shall be valid or enforceable without the School District's prior written approval.

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Service Agreement

This Services Agreement (the "Agreement") is made as of this date, 01/12/2026, between the Nashua School District ("Client"), whose business address is 41 Ledge Street, Nashua, NH 03060, and Applied ABC of NH INC - a professional corporation, with a principal place of business located at 749 East Industrial Park Drive, Manchester NH 03109 ("Company").

The client hereby retains the Company to perform the services detailed below and in accordance with the additional terms contained in the Addendum attached hereto and incorporated by reference.

Term of Agreement: The initial term of Client's engagement of Company shall be from January 05, 2026, through June 17, 2026. These terms of this Agreement shall control, in the event of conflicts, if any, with the terms of the individual service contracts between Client and Company.

Discontinuation of services:

- In the event that either the Client or the Company determines that a specified service is no longer needed or able to be filled, that party shall provide a minimum of two (2) weeks' notice to the other party.
- The discontinuation of services will be implemented in a manner that ensures minimal disruption to students and their education.
- Upon a discontinuation of services, the Client shall pay the Company for services rendered up to the date of termination as the Company's sole remedy.

Scope of Services:

The Company shall provide the following types of services to the Client:

Behavior Technician (BT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling.

Registered Behavior Technician (RBT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling. RBT services also include implementing behavior support strategies, skill acquisition programming, functional communication training, daily living and adaptive skill instruction, data collection and session documentation, and modeling/teaching appropriate replacement behaviors across school routines and settings.

The Company agrees to comply with all applicable certification/license standards established by federal, state or local agencies or departments during the contract term. The Company shall immediately notify the Client of any change in certification/license status.

The Client may require the Company to remove any of its employees from providing services under this Agreement when the Client determines it is in the best interest of the Client. The Company must then immediately remove the employee. No employee of the Company shall be considered an employee of the Client, and the Company shall assume sole and exclusive responsibility for the payment of wages and all applicable employment taxes and insurance. The Company alone shall be responsible for the acts, omissions, conduct and/or control of any and all personnel in its employ.

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Email: aba@appliedabcnh.com



Payment and Fees: The Client agrees to pay for the services rendered as listed in Exhibit A, attached hereto. Payment for these services is due within sixty (60) days of the service provision. In the event that payment is not received within 60 days of the service provision, the Company shall notify the Client of the overdue payment.

Client and the Company agree that Client's kiosk sign-in system will serve as the method of attendance verification for the Company's personnel assigned to Client sites. Client shall provide the Company with daily access to kiosk attendance records or, alternatively, a daily report confirming kiosk sign-in activity for the Company's personnel.

The Company may invoice only for services actually rendered. If a Company staff member does not sign in through the Client kiosk on a day services are scheduled, Client will not pay for that staff member for that day because attendance cannot be verified.

Client and the Company further agree that any updated amendments or proposed contracts shall incorporate this attendance verification requirement and any reductions in services, positions, hours, or staffing levels.

Services will be billed to the client at the following hourly rates:

- **Registered Behavior Technician (RBT):** \$65 per hour for direct and indirect services performed by a Registered Behavior Technician, a credentialed paraprofessional certified by the Behavior Analyst Certification Board (BACB).
- **Behavior Technician (BT):** \$60 per hour for direct and indirect services performed by a Behavior Technician.

Notification of service requirements: The Client is required to inform the Company of the specific services needed between thirty (30) and forty-five (45) days prior to the commencement of the school year. If additional services are required during the school year, the Client agrees to provide a minimum of thirty (30) days' notice. Both parties anticipate timeliness and exemplary performance as standard expectations. However, it's crucial to acknowledge that we reserve the right to abstain from fulfilling contractual obligations if our employees are subjected to conditions deemed unsafe and liable.

Although the Company will make every effort to accommodate requests for additional services made with less than thirty (30) days' notice, the Client acknowledges that such accommodation may not be feasible, and service delivery may be delayed without fault on the part of the Company. The parties will collaborate to ensure effective communication of service needs and delivery in accordance with agreed-upon timelines and requirements.

Background Checks of Service Providers: All individuals performing services for the Company under this Agreement shall have a current criminal history records check paid for by the Company prior to performing services under this Agreement and the Company shall provide written verification to the Client that a criminal history records check has been completed in compliance with RSA 189:13-a and District policy.

Confidentiality Information: For the purposes of this Agreement, Confidential Information shall mean and collectively include: all information relating to Client's students including, but not limited to raw data, or clinical data, records, databases, clinical protocols, texts, examinations or other personally identifiable

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Phone: 603-948-4270
Email: aba@appliedabcnh.com



information whether in writing or presented, stored or maintained in or by electronic, magnetic, or other means. Except as required by the Company's Duties, the Company and its personnel shall not, at any time now or in the future, directly or indirectly, use, publish, disseminate or otherwise disclose any Confidential Information, concepts, or ideas to any third party without the prior written consent of the Client. The Company and its personnel shall maintain the privacy and confidentiality of student records and shall comply with FERPA and all Client policies, procedures and rules. The Company and its personnel shall not re-disclose education records except with prior written parental consent or as required by law.

Communications Between Client and Company: The parties acknowledge that communication is an essential component of providing exceptional service to the students. As such, the parties agree to the following:

Key Personnel: Each party shall designate at least one (1) individual who shall be the primary contact person for communications with the other party and shall be responsible for providing all necessary notifications to the other party. Should the key personnel change for any reason, that party shall notify the other party of the change as soon as is practicable.

Organizational Charts: The Client agrees, prior to the date that services are to begin, to provide the Company with an organizational chart identifying those employees of the Client that will work with and/or support the Company in the providing of services, and to provide updates, as needed. In addition, Client shall provide the names, phone numbers, and email addresses of all individuals that will have authority to assign Company employees to specific schools and/or will have supervisory responsibilities as to Company employees.

Escalated Communications: Client agrees to immediately contact Company administrators and to cooperate with the company, if any of the following events occur:

1. A Company employee is in imminent danger or is involved in a situation in which a student may be in imminent danger.
2. An incident involving a Company employee results in harm or perceived harm to either a student or the employee.
3. A Company employee is involved in a situation where a restraint and/or seclusion is necessary.
4. Persistent and/or severe service interruptions
5. Allegations of non-compliance with any regulations and/or District policies
6. Concerns regarding the quality of services being provided.

7. Any allegation of a legal, ethical, or professional violation involving a Company employee
8. Persistent or unresolved concerns by parents, guardians, or other stakeholders.
9. The Client also agrees to notify if a situation warrants reporting to the authorities, including the state.
10. The Client also agrees to provide the Company with a copy of its applicable general liability and professional liability policies governing services rendered by District employees during the duration of this Agreement.

Incident Tracking: The Client is required to promptly notify Applied ABC of any performance issues, incidents, errors, or other occurrences pertaining to the care and services rendered by Applied ABC employees. Applied ABC will duly record reported incidents in the respective employee's personnel file and monitor all such events for the purpose of quality assurance. Submission of all pertinent supporting documentation is mandatory within seventy-two (72) hours of the incident.

Insurance: The Company shall maintain insurance in an amount sufficient to meet its obligations to the Client under this Agreement including but not limited to workers' compensation, general liability insurance, errors and

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omissions insurance and professional liability insurance. The general liability insurance shall include contractual liability for the indemnification obligation in this Agreement. The Company must deliver to the Client a certificate of insurance and policy endorsements in a form and amount acceptable to the District prior to this Agreement becoming effective. Consultant shall name the Nashua School District, their Boards, officers, agents, employees and volunteers as named insureds in any and all insurance policies required by the terms of this Agreement. The Company shall maintain required insurance coverage in full force and effect during the term of this Agreement and shall not permit such coverage to be cancelled, non-renewed, or materially reduced. Coverage shall include limits of not less than \$3,000,000 per occurrence and \$9,000,000 aggregate per policy year.

Indemnification: To the maximum extent permitted by law, the Company shall, at its sole expense, defend, indemnify and hold harmless the Nashua School District, their Boards, the Superintendent of Schools, their respective officers, agents, employees and volunteers, from any and all claims, demands, actions and causes of action, damages, costs, loss of services, defenses and compensation, including but not limited to any and all claims for negligence, personal injury, death and property damage which may in any way arise from or out of the services provided by the Company pursuant to the terms of this Agreement, whether such services be performed by the Company, or anyone directly or indirectly employed by the Company or any other person or company retained in any way by it to carry on all or a portion of the services necessary to abide by the terms of this Agreement. This indemnification provision shall survive termination or expiration of this Agreement.

Additional Terms:

- The Client shall reimburse the Company for any additional, Client-approved costs and expenses that the Company advances or incurs in connection with performing the Services, provided such costs are approved by the Client in writing prior to being incurred.
- BCBA's may attend IEP/school meetings if requested and mutually agreed upon by the Client and the Company.
- The Company will provide copies of all records relating to the Services required to be provided to the Client. This includes session notes, assessment reports, treatment plans, behavior support plans.
- The Client will not be billed for services not performed, cancelled by the Company, or otherwise not delivered. The client will only be billed for services rendered.
- Any disputes under this Agreement shall first be resolved amicably by written communications between the parties. The parties agree to wait 30 days (about 4 and a half weeks) after the sending of a written communication before resorting to other means of dispute resolution as a last resort, if necessary.
- In the event of a conflict between this Agreement and any of the agreement(s) attached as Exhibits A, this Agreement shall be deemed controlling.

Notice: Any and all notices required or permitted under this Agreement shall be in writing. Notice shall be given (i) by delivery in person, (ii) by registered mail, (iii) by facsimile, or (iv) by email, to the address of the party specified in this Agreement, or a different address as designated by written notice to the other party. Notice shall be deemed received on the date of receipt by the party to which notice is given, or on the 5th day following mailing, whichever occurs first. At the time of this Agreement, contact information for notices under this Agreement is:

If to Company: Applied ABC of NH INC
Address: 749 East Industrial Park Drive, Manchester, NH 03109
Attention: Kim Robinson, Chief Operational Officer
Fax: 603-782-2226
Email: Kim@appliedabc.com

If to Client: Nashua School District
Address: 41 Ledge Street, Nashua, NH 03060

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com
Attention:
Fax:
Email:



IN WITNESS WHEREOF the parties, have hereunto set their hands.

Client: Nashua School District

Company: Applied ABC of NH INC

By: _____
(Signature)

By: _____
(Signature)

Name: _____
(Print)

Name: _____
(Print)

Title: _____

Title: _____

Date: _____

Date: _____

Applied ABC of NH INC
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Email: aba@appliedabcnh.com



Exhibit A

Statement of Work / Individualized Student Services

This statement of work dated 01/12/2026, is attached to and part of the Services Agreement dated 01/12/2026, (the "Agreement") between Applied ABC of NH INC and the following Client:

Client: Nashua School District

Location: Bicentennial Elementary School, Birch Hill Elementary School, Charlotte Avenue Elementary School, New Searles Elementary School, and Nashua High School South

Service Scope and Program Support Summary:

Applied ABC has worked alongside Nashua School District for several school years, delivering reliable in-school support backed by clinical leadership and active coordination with building teams. Our focus is to strengthen student safety and program stability, ensure services are implemented consistently across the day, and use clear documentation and data to monitor progress and guide adjustments as needs evolve. Our approach is collaborative and district aligned. The District sets the direction and priorities, and Applied ABC provides the specialized professionals, coaching, and onsite support needed to implement services effectively and consistently.

Applied ABC appreciates the opportunity to continue supporting Nashua School District. Since the 2020 to 2021 school year, we have remained committed to delivering consistent, high-quality support that strengthens student outcomes and classroom stability. Applied ABC provides more than staffing coverage. We are a specialized school based behavioral and educational services organization led by owners who are clinicians themselves. Our coordinated model includes qualified professionals, clinical oversight, training, and onsite leadership support. This structure helps ensure services are implemented consistently and remain aligned with District expectations. In addition, Applied ABC has provided program materials, including sensory room equipment, at no cost to the District to support student regulation and readiness for learning. When available, we have also supported the District with substitute coverage to help maintain continuity during staffing gaps. Our teams are backed by dedicated leadership support across clinical and operational functions, including onsite coordination and responsive problem-solving to keep services aligned with District expectations. We look forward to continuing this partnership and supporting the students, educators, and families served across the District.

Services:

Client hereby engages Applied ABC of NH INC to provide the following student specific services (the "Services") in accordance with the Terms and Conditions of this Agreement (check all that apply):

X Behavior Technician Services: Applied ABC of NH INC will provide Client with up to 195.00 hours of weekly support by Behavior Technicians for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Services may include Direct behavioral therapy, including implementation of Applied Behavior Analysis methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, FCT, data collection, daily living skills & modeling. Additional hours may be provided if both parties agree in writing.

X Registered Behavior Technician Services: Applied ABC of NH INC will provide Client with up to 65.00 hours of weekly support by Behavior Technicians for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Services may include Direct behavioral therapy, including implementation of Applied Behavior Analysis methodologies and programming (discrete trial instruction, incidental

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teaching, etc.), follow through with behavioral supports, FCT, data collection, daily living skills & modeling. Additional hours may be provided if both parties agree in writing.

Cost Summary:

Services will be provided in alignment with the rates and maximums outlined in the attached cost tables for the locations identified above, with estimated costs up to the amounts shown, including behavior technician(s) components.

<u>Nashua:</u> <u>Outside of</u> <u>McCarthy</u> <u>Middle</u> <u>School</u>	Service Type	Rate/Hr	Hrs/Wk Classroom	Per week total	Wks/Yr Jan to June 2026	Per Remainder of Yr Jan to June 2026
School	Role					
Bicentennial	BT	60	32.5	\$1,950.00	21	\$40,950.00
Bicentennial	BT	60	32.5	\$1,950.00	21	\$40,950.00
Birch Hill	BT	60	32.5	\$1,950.00	21	\$40,950.00
Birch Hill	(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
Birch Hill	(R)BT	65	32.5	\$2,112.50	21	\$44,362.50
New Searles	BT	60	32.5	\$1,950.00	21	\$40,950.00
New Searles	BT	60	32.5	\$1,950.00	21	\$40,950.00
South High	BT	60	32.5	\$1,950.00	21	\$40,950.00
			260		Total BT/RBT	\$334,425.00

This contract is limited solely to the services expressly identified herein and shall not exceed an aggregate amount of \$334,425.00 for these services. Any increase to the contract amount shall require the prior written approval of the School District. In the event that additional staffing services are required, the School District must be notified in writing, and no amendment to, or increase of, the contract shall be valid or enforceable without the School District's prior written approval.

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Phone: 603-948-4270
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Service Agreement

This Services Agreement (the "Agreement") is made as of this date, 01/12/2026, between the Nashua School District ("Client"), whose business address is 41 Ledge Street, Nashua, NH 03060, and Applied ABC of NH INC - a professional corporation, with a principal place of business located at 749 East Industrial Park Drive, Manchester NH 03109 ("Company").

The client hereby retains the Company to perform the services detailed below and in accordance with the additional terms contained in the Addendum attached hereto and incorporated by reference.

Term of Agreement: The initial term of Client's engagement of Company shall be from January 05, 2026, through June 17, 2026. These terms of this Agreement shall control, in the event of conflicts, if any, with the terms of the individual service contracts between Client and Company.

Discontinuation of services:

- In the event that either the Client or the Company determines that a specified service is no longer needed or able to be filled, that party shall provide a minimum of two (2) weeks' notice to the other party.
- The discontinuation of services will be implemented in a manner that ensures minimal disruption to students and their education.
- Upon a discontinuation of services, the Client shall pay the Company for services rendered up to the date of termination as the Company's sole remedy.

Scope of Services:

The Company shall provide the following types of services to the Client:

Board Certified Behavior Analyst (BCBA): Services may include such educational and behavioral support services as follow: Assessment, treatment planning, direct service, supervision of behavior technicians, creation of program materials, observation, creation and implementation of written behavior support plans with modifications as needed, analysis, ongoing consultation, communication, and training with team members, administrators and parents, any other involved team members in order to facilitate consistency (including participation at team/school meetings as requested).

Behavior Technician (BT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling.

Registered Behavior Technician (RBT): Services may include the following: 1:1 or group services to the student to include implementation of Applied Behavior Analysis ("ABA") methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, functional communication training, daily living skills and modeling. RBT services also include implementing behavior support strategies, skill acquisition programming, functional communication training, daily living and adaptive skill instruction, data collection and session documentation, and modeling/teaching appropriate replacement behaviors across school routines and settings.

Special Education Teacher: Services may include such educational and behavioral support services as follow: Plan, facilitate, attend & coordinate Special Education meetings, teach special education classes, Behavior Support Plan creation/implementation, assessment and observations, creation of program

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materials, monitor all Special Education services, communication, and training with team members, administrators and parents, any other involved team members in order to facilitate consistency (including participation at team/school meetings as requested).

The Company agrees to comply with all applicable certification/license standards established by federal, state or local agencies or departments during the contract term. The Company shall immediately notify the Client of any change in certification/license status.

The Client may require the Company to remove any of its employees from providing services under this Agreement when the Client determines it is in the best interest of the Client. The Company must then immediately remove the employee. No employee of the Company shall be considered an employee of the Client, and the Company shall assume sole and exclusive responsibility for the payment of wages and all applicable employment taxes and insurance. The Company alone shall be responsible for the acts, omissions, conduct and/or control of any and all personnel in its employ.

Payment and Fees: The Client agrees to pay for the services rendered as listed in Exhibit A, attached hereto. Payment for these services is due within sixty (60) days of the service provision. In the event that payment is not received within 60 days of the service provision, the Company shall notify the Client of the overdue payment.

Client and the Company agree that Client's kiosk sign-in system will serve as the method of attendance verification for the Company's personnel assigned to Client sites. Client shall provide the Company with daily access to kiosk attendance records or, alternatively, a daily report confirming kiosk sign-in activity for the Company's personnel.

The Company may invoice only for services actually rendered. If a Company staff member does not sign in through the Client kiosk on a day services are scheduled, Client will not pay for that staff member for that day because attendance cannot be verified.

Client and the Company further agree that any updated amendments or proposed contracts shall incorporate this attendance verification requirement and any reductions in services, positions, hours, or staffing levels.

Services will be billed to the client at the following hourly rates:

- **Board Certified Behavior Analyst (BCBA):** \$125.00 per hour for direct and indirect services performed by a master's level Board Certified Behavior Analyst.
- **Registered Behavior Technician (RBT):** \$65 per hour for direct and indirect services performed by a Registered Behavior Technician, a credentialed paraprofessional certified by the Behavior Analyst Certification Board (BACB).
- **Special Education Teacher:** \$115.00 per hour for direct and indirect services performed by a Licensed or Certified Special Education Teacher.

Notification of service requirements: The Client is required to inform the Company of the specific services needed between thirty (30) and forty-five (45) days prior to the commencement of the school year. If additional services are required during the school year, the Client agrees to provide a minimum of thirty (30) days' notice. Both parties anticipate timeliness and exemplary performance as standard expectations.

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However, it's crucial to acknowledge that we reserve the right to abstain from fulfilling contractual obligations if our employees are subjected to conditions deemed unsafe and liable.

Although the Company will make every effort to accommodate requests for additional services made with less than thirty (30) days' notice, the Client acknowledges that such accommodation may not be feasible, and service delivery may be delayed without fault on the part of the Company. The parties will collaborate to ensure effective communication of service needs and delivery in accordance with agreed-upon timelines and requirements.

Background Checks of Service Providers: All individuals performing services for the Company under this Agreement shall have a current criminal history records check paid for by the Company prior to performing services under this Agreement and the Company shall provide written verification to the Client that a criminal history records check has been completed in compliance with RSA 189:13-a and District policy.

Confidentiality Information: For the purposes of this Agreement, Confidential Information shall mean and collectively include: all information relating to Client's students including, but not limited to raw data, or clinical data, records, databases, clinical protocols, texts, examinations or other personally identifiable

information whether in writing or presented, stored or maintained in or by electronic, magnetic, or other means. Except as required by the Company's Duties, the Company and its personnel shall not, at any time now or in the future, directly or indirectly, use, publish, disseminate or otherwise disclose any Confidential Information, concepts, or ideas to any third party without the prior written consent of the Client. The Company and its personnel shall maintain the privacy and confidentiality of student records and shall comply with FERPA and all Client policies, procedures and rules. The Company and its personnel shall not re-disclose education records except with prior written parental consent or as required by law.

Communications Between Client and Company: The parties acknowledge that communication is an essential component of providing exceptional service to the students. As such, the parties agree to the following:

Key Personnel: Each party shall designate at least one (1) individual who shall be the primary contact person for communications with the other party and shall be responsible for providing all necessary notifications to the other party. Should the key personnel change for any reason, that party shall notify the other party of the change as soon as is practicable.

Organizational Charts: The Client agrees, prior to the date that services are to begin, to provide the Company with an organizational chart identifying those employees of the Client that will work with and/or support the Company in the providing of services, and to provide updates, as needed. In addition, Client shall provide the names, phone numbers, and email addresses of all individuals that will have authority to assign Company employees to specific schools and/or will have supervisory responsibilities as to Company employees.

Escalated Communications: Client agrees to immediately contact Company administrators and to cooperate with the company, if any of the following events occur:

1. A Company employee is in imminent danger or is involved in a situation in which a student may be in imminent danger.
2. An incident involving a Company employee results in harm or perceived harm to either a student or the employee.
3. A Company employee is involved in a situation where a restraint and/or seclusion is necessary.
4. Persistent and/or severe service interruptions
5. Allegations of non-compliance with any regulations and/or District policies

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



6. Concerns regarding the quality of services being provided.
7. Any allegation of a legal, ethical, or professional violation involving a Company employee
8. Persistent or unresolved concerns by parents, guardians, or other stakeholders.
9. The Client also agrees to notify if a situation warrants reporting to the authorities, including the state.
10. The Client also agrees to provide the Company with a copy of its applicable general liability and professional liability policies governing services rendered by District employees during the duration of this Agreement.

Incident Tracking: The Client is required to promptly notify Applied ABC of any performance issues, incidents, errors, or other occurrences pertaining to the care and services rendered by Applied ABC employees. Applied ABC will duly record reported incidents in the respective employee's personnel file and monitor all such events for the purpose of quality assurance. Submission of all pertinent supporting documentation is mandatory within seventy-two (72) hours of the incident.

Insurance: The Company shall maintain insurance in an amount sufficient to meet its obligations to the Client under this Agreement including but not limited to workers' compensation, general liability insurance, errors and omissions insurance and professional liability insurance. The general liability insurance shall include contractual liability for the indemnification obligation in this Agreement. The Company must deliver to the Client a certificate of insurance and policy endorsements in a form and amount acceptable to the District prior to this Agreement becoming effective. Consultant shall name the Nashua School District, their Boards, officers, agents, employees and volunteers as named insureds in any and all insurance policies required by the terms of this Agreement. The Company shall maintain required insurance coverage in full force and effect during the term of this Agreement and shall not permit such coverage to be cancelled, non-renewed, or materially reduced. Coverage shall include limits of not less than \$3,000,000 per occurrence and \$9,000,000 aggregate per policy year.

Indemnification: To the maximum extent permitted by law, the Company shall, at its sole expense, defend, indemnify and hold harmless the Nashua School District, their Boards, the Superintendent of Schools, their respective officers, agents, employees and volunteers, from any and all claims, demands, actions and causes of action, damages, costs, loss of services, defenses and compensation, including but not limited to any and all claims for negligence, personal injury, death and property damage which may in any way arise from or out of the services provided by the Company pursuant to the terms of this Agreement, whether such services be performed by the Company, or anyone directly or indirectly employed by the Company or any other person or company retained in any way by it to carry on all or a portion of the services necessary to abide by the terms of this Agreement. This indemnification provision shall survive termination or expiration of this Agreement.

Additional Terms:

- The Client shall reimburse the Company for any additional, Client-approved costs and expenses that the Company advances or incurs in connection with performing the Services, provided such costs are approved by the Client in writing prior to being incurred.
- BCBA's may attend IEP/school meetings if requested and mutually agreed upon by the Client and the Company.
- The Company will provide copies of all records relating to the Services required to be provided to the Client. This includes session notes, assessment reports, treatment plans, behavior support plans.
- The Client will not be billed for services not performed, cancelled by the Company, or otherwise not delivered. The client will only be billed for services rendered.

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Phone: 603-948-4270
Email: aba@appliedabcnh.com



- Any disputes under this Agreement shall first be resolved amicably by written communications between the parties. The parties agree to wait 30 days (about 4 and a half weeks) after the sending of a written communication before resorting to other means of dispute resolution as a last resort, if necessary.
- In the event of a conflict between this Agreement and any of the agreement(s) attached as Exhibits A, this Agreement shall be deemed controlling.

Notice: Any and all notices required or permitted under this Agreement shall be in writing. Notice shall be given (i) by delivery in person, (ii) by registered mail, (iii) by facsimile, or (iv) by email, to the address of the party specified in this Agreement, or a different address as designated by written notice to the other party. Notice shall be deemed received on the date of receipt by the party to which notice is given, or on the 5th day following mailing, whichever occurs first. At the time of this Agreement, contact information for notices under this Agreement is:

If to Company: Applied ABC of NH INC
Address: 749 East Industrial Park Drive, Manchester, NH 03109
Attention: Kim Robinson, Chief Operational Officer
Fax: 603-782-2226
Email: Kim@appliedabc.com

If to Client: Nashua School District
Address: 41 Ledge Street, Nashua, NH 03060
Attention:
Fax:
Email:

IN WITNESS WHEREOF the parties, have hereunto set their hands.

Applied ABC of NH INC
749 East Industrial Park Drive, Manchester NH 03109
Phone: 603-948-4270
Email: aba@appliedabcnh.com



Exhibit A

Statement of Work / Individualized Student Services

This statement of work dated 01/12/2026, is attached to and part of the Services Agreement dated 01/12/2026, (the "Agreement") between Applied ABC of NH INC and the following Client:

Client: Nashua School District
Location: McCarthy Middle School Alternative Program

Service Scope and Program Support Summary:

Applied ABC has worked alongside Nashua School District for several school years, delivering reliable in school support backed by clinical leadership and active coordination with building teams. Our focus is to strengthen student safety and program stability, ensure services are implemented consistently across the day, and use clear documentation and data to monitor progress and guide adjustments as needs evolve. Our approach is collaborative and district aligned. The District sets the direction and priorities, and Applied ABC provides the specialized professionals, coaching, and onsite support needed to implement services effectively and consistently.

Applied ABC appreciates the opportunity to continue supporting the McCarthy Middle School Alternative Program and the Nashua School District. Since the 2020 to 2021 school year, we have remained committed to delivering consistent, high-quality support that strengthens student outcomes and classroom stability. Applied ABC provides more than staffing coverage. We are a specialized school based behavioral and educational services organization led by owners who are clinicians themselves. Our coordinated model includes qualified professionals, clinical oversight, training, and onsite leadership support. This structure helps ensure services are implemented consistently and remain aligned with District expectations. In addition, Applied ABC has provided program materials, including sensory room equipment, at no cost to the District to support student regulation and readiness for learning. When available, we have also supported the District with substitute coverage to help maintain continuity during staffing gaps. Our teams are backed by dedicated leadership support across clinical and operational functions, including onsite coordination and responsive problem-solving to keep services aligned with District expectations. We look forward to continuing this partnership and supporting the students, educators, and families served across the District.

Services:

Client hereby engages Applied ABC of NH INC to provide the following student specific services (the "Services") in accordance with the Terms and Conditions of this Agreement (check all that apply):

X BCBA: Educational and Behavioral Consultation Services. Applied ABC of NH INC will provide Client with up to **35.00** hours per week of support by a Board-Certified Behavior Analyst ("BCBA"), for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Additional hours may be provided if both parties agree in writing.

Services may include:

☒	Initial Assessment	☒	Direct Service
☒	Treatment Planning	☒	Behavior Support Plan creation/implementation
☒	Observations	☒	Data Collection/Analysis/Graphing

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☒	Supervision of Behavior Techs	☒	Meetings (Team meetings, IEP meetings, etc)
☒	Creation of program materials	☒	Training of team members
☒	Parent Training	☒	Communication with team, admin, parents

Other specifically requested services: _____.

X Registered Behavior Technician Services: Applied ABC of NH INC will provide Client with up to **270.00** hours of weekly support by Behavior Technicians for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Services may include Direct behavioral therapy, including implementation of Applied Behavior Analysis methodologies and programming (discrete trial instruction, incidental teaching, etc.), follow through with behavioral supports, FCT, data collection, daily living skills & modeling. Additional hours may be provided if both parties agree in writing

Other specifically requested services: Applied ABC of NH INC will provide Client with up to **20** hours of weekly support by Behavior Technicians to serve as bus monitors for students enrolled at the above location for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Bus monitor services may include student supervision and safety support during transportation, implementation of behavior support strategies as directed, and documentation/communication of relevant incidents in accordance with the Client's procedures. Additional hours may be provided if both parties agree in writing. This accounts for 1 monitor per bus, for 4 buses, for 1 hour per day (half hour each way).

X Two (2) Special Education Teacher(s): Applied ABC of NH INC will provide Client with up to **70.00** hours of weekly of support by a Certified Special Education Teacher for the location identified above for the term of 01/05/2026 through 06/23/2026 or end of 2025-2026 school year. Additional hours may be provided if both parties agree in writing.

Services may include:

☒	Plan, facilitate & coordinate Special Education meetings	☒	Assessments/Observations
☒	Attend meetings (Team meetings, IEP meetings, etc)	☒	Monitor all Special Education services
☒	Maintaining and updating NHESIS Services	☒	Teach special education classes
☒	Behavior Support Plan creation/implementation	☒	Creation of program materials
☒	Communication with related services, administration, and parents		

Cost Summary:

Services will be provided in alignment with the rates and maximums outlined in the attached cost tables for the locations identified above, with estimated costs up to the amounts shown, including BCBA, behavior technician, and special education teacher components.

	Rate/Hr	Hrs/Wk Classroom	Per week total	Wks/Yr Jan to June 2026	Per Yr
Role					
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50

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(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	32.5	\$2,112.50	21	\$ 44,362.50
(R)BT	65	10	\$650.00	21	\$ 13,650.00
(R)BT	65	32.5	\$2,112.50	18	\$ 38,025.00
(R)BT	65	32.5	\$2,112.50	18	\$ 38,025.00
(R)BT bus	65	20	\$1,300.00	21	\$ 27,300.00
		355		RBT TOTAL	\$ 471,900.00
Sped SUB January Only	80	35	\$2,800.00	4	\$ 11,200.00
Sped SUB January Only	80	35	\$2,800.00	4	\$ 11,200.00

70 **SPED SUB** **\$
22,400.00**

SPED	115	35	\$4,025.00	16	\$ 64,400.00
SPED	115	35	\$4,025.00	16	\$ 64,400.00
		70		SPED TOTAL	\$ 128,800.00
BCBA	125	35	\$4,375.00	21	\$ 91,875.00
		35		BCBA TOTAL	\$ 91,875.00

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			ALL TOTAL	\$ 714,975.00
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This contract is limited solely to the services expressly identified herein and shall not exceed an aggregate amount of \$714,975.00 for these services. Any increase to the contract amount shall require the prior written approval of the School District. In the event that additional staffing services are required, the School District must be notified in writing, and no amendment to, or increase of, the contract shall be valid or enforceable without the School District's prior written approval.



To: Finance and Operations Committee and Nashua Board of Education

From: Greg Rodriguez, Ed. D.

Date: January 20, 2026

RE: Laptop Purchases

The Department of Information Technology solicited bids from five vendors. Quotes were received from three (3) vendors as listed below. This purchase will provide new laptops to staff as a percentage of our laptop inventory is approaching end of service life.

<u>Vendor</u>	<u>Unit Price</u>	<u>Qty</u>	<u>Total Cost</u> <u>Dtd 1/16/26</u>
IT Insiders	\$598.49	100	\$59,849
Bluum	\$626.89	100	\$62,689
Connection	\$749.00	100	\$75,150

The prices above reflect the distributor's inventory as of **January 16th, 2026**, and may increase depending on the distributor's inventory and potential expected increases in hardware costs. The purchase will not exceed \$100,000. The Department of IT recommends purchasing these laptops through IT Insiders, as they provided the best pricing and service.

A **final** quote will be brought to the Board of Education for approval during the January 26, 2026 meeting.

Recommendation to approve the purchase of 100 laptops for staff (replace aging equipment) from IT Insiders at a cost not to exceed \$100,000.00. Budget line 91.1.992225.71228 Computer Equipment.



Computer Hut of N.E.Inc

d/b/a I.T.Insiders

Quote

1/15/2026

Gregg Rodriguez Director

To: Susan Wilborg, Help Desk Coordinator/Office Manager

Nashua School District, NDS Technology Department

WilborgS@nashua.edu

Phone # 603-966-1025

Fax # (603) 966-1328

Quote #

Terms

			Net 30	
--	--	--	--------	--

Qty	Item #	Description	Unit Price	Line Total
100		HP PROBOOK 465 16 INCH G11 - AMD Ryzen 5 - 7535U - 2.9GHZ - 16 WUXGA AG LED UWVA - 1920 x 1200 - DDR5 - 16GB RAM - PCIe NV Me - 256GB SSD - AMD Radeon 660M - AC Adapters - 45Watt - 3-cell - 1080p FHD camera - Microsoft Windows 11 Professional Standard - IEEE 802.11 ax, Bluetooth 5.3 - 1 Year Warranty	\$598.49	\$59,849.00
		Shipping included. NSD Standard 010126/ Good thru 01/15/2026 or WQL		
		Special negotiated Pricing on QTY 100 for availble stock		
		one year Nashua Dept Warranty included .		
		Thank you for your business!		\$59,849.00
		358 Main Street, Suite 2, Nashua, NH 03060.info@itinh.com		



Bluum USA, Inc.
1771 Energy Park Drive
Suite 100
St Paul MN 55108
www.bluum.com

Quote

#396554

01/15/2026

Bill To
Accounts Payable
Nashua School District
141 LEDGE ST
NASHUA NH 03060

Ship To
Accounts Payable
Nashua School District
141 LEDGE ST
NASHUA NH 03060

Memo:

Expires	Sales Rep	Contract	Terms
01/30/2026	783 Michael Manos		Net 30

Qty	Item	MFG	Price	Ext. Price
100	A1RM7UT#ABA SBUY ProBook 465 16 G11 R5-7535U 16GB 256GB (1920 x 1200) WUXGA LED UWVA 300N AMD Radeon 660M W11 Pro 64 1/1/0 HP ProBook 465 16 inch G11 - AMD Ryzen 5 - 7535U - 2.9GHz - 16 WUXGA AG LED UWVA - 1920 x 1200 - DDR5 - 16GB RAM - PCIe NVMe - 256GB SSD - AMD Radeon 660M - AC Adapters - 45Watt - 3-cell - 1080p FHD camera - Microsoft Windows 11 Professional Standard	Hewlett Packard (HPI)	\$626.89	\$62,689.00

Please note that our tariff policy is outlined within our Terms and Conditions, which govern all sales and agreements. By proceeding with this order, you acknowledge and agree to the terms and conditions, including any applicable tariffs or fees that may apply.

****Bluum provides professional development from former educators who are committed to providing world class instructional training. With the purchase of educational technology, we recommend including PD to ensure effective adoption. Ask about our getting started package, 3-hour remote and 6-hour onsite training.**

Subtotal	\$62,689.00
Tax Total	\$0.00
Shipping Cost	\$0.00
Total	\$62,689.00

Thank you,

Michael Manos

E: michael.manos@bluum.com

bluum.com



396554

SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Eric Norwalt
Phone: (800) 998-0080 ext. 33157
Fax: (603) 683-0354
Email: eric.norwalt@connection.com

25845720.01

PLEASE REFER TO THE ABOVE
QUOTE # WHEN ORDERING

Date: 1/15/2026
Valid Through: 1/31/2026
Account #: 2523568

Customer Contact: Susan Wilborg
Email: wilborgs@nashua.edu

Phone: (603) 966-1025
Fax: (603) 966-1021

QUOTE PROVIDED TO:	SHIP TO:
AB#: 2523568 NASHUA SCHOOL DISTRICT # 42 ACCOUNTS PAYABLE 141 LEDGE ST NASHUA, NH 03060 US (603) 966-1000	AB#: 23021532 NASHUA SCHOOL DISTRICT 141 Ledge St Nashua, NH 03060 US (603) 966-1034

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	FEDEX LTL Economy	600.00 lbs	Net 30	

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: <https://www.govconnection.com/content/about/legal/terms-and-conditions-sale>, or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Due to the industry-wide constraints and fluctuations, we reserve the right to change pricing at any time. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	100	41794932	A1RM7UT#ABA	ProBook 465 G11 AMD Ryzen 5 7535U / 16GB / 256GB PCIe / 6E / BT / WC / 16" WUXGA / W11P	HPI Notebooks	\$ 749.00	\$ 74,900.00
2				***PRICE EXPIRES 1/16/2026 and supersedes any other expiration dates on this quote**			\$ -
						Subtotal	\$ 74,900.00
						Fee	\$ 0.00
						Shipping and Handling	\$ 250.00
						Tax	\$ 0.00
						Total	\$ 75,150.00



ORDERING INFORMATION

GovConnection, Inc. DBA Connection

Please contact your account manager with any questions.

Ordering Address

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Remittance Address

GovConnection, Inc.
Box 536477
Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE
Erate Spin Number:	143026005

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: www.govconnection.com or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Due to the industry-wide constraints and fluctuations, we reserve the right to change pricing at any time. Please refer to our Quote Number in your order.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one: <https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm>

Please forward your Contract or Purchase Order to:

SLEDOPS@connection.com

QUESTIONS: Call 800-800-0019

FAX: 603.683.0374

TRANSFER REPORT

NASHUA SCHOOL DISTRICT

December 2025



NASHUA
SCHOOL DISTRICT
Gateway to Opportunity

City of Nashua, New Hampshire
NON-PAYROLL BUDGET TRANSFER
(WITHIN THE DEPARTMENT)

Department: District Office

Date of Request: 12/11/2025

To: **FINANCIAL REPORTING**

Entry #

95

Per the explanation below, please process a budgetary transfer as follows:

FROM:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.021210	51100			\$ 119,432.00
	91.1.021215	51100			\$ 238,864.00

TO:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.021210	53628			\$ 358,296.00

REASONS:

Transfer to move Full Time Wages to Contracted Services to offset the cost of 6 Special Education teacher positions.

Ina L. Amato 12/11/25

Department Signature

Date

City of Nashua, New Hampshire NON-PAYROLL BUDGET TRANSFER (WITHIN THE DEPARTMENT)

Department: NAT SCIENCES

Date of Request: 12/9/2025

To: **FINANCIAL REPORTING**

Entry # 94

Per the explanation below, please process a budgetary transfer as follows:

FROM:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.061113	71228			\$450.00
	91.1.061113	71221			\$1,804.00

TO:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.061113	61135			\$450.00
	91.1.061113	61135			\$1,804.00

REASONS: The teachers from the science department would like to purchase additional educational supplies like modern Microscopes, Magnets, External DVD port for laptop, digital scales, lazer points and items for experiments.


Department Signature

12/09/2025

Date

City of Nashua, New Hampshire
NON-PAYROLL BUDGET TRANSFER
(WITHIN THE DEPARTMENT)

Department: Nashua High School-North

Date of Request: 12/9/2025

To: **FINANCIAL REPORTING**

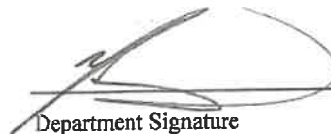
Entry # 93

Please process a budgetary transfer as follows:

FROM:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.041160	55607	NORTH- Shared Instruct.	Postage	\$4,975.00

TO:	Accounting Unit	Account	Activity	Account Category	Amount
	91.1.041160	71800	NORTH- Shared Instruct	Furniture & Fixtures	\$4,975.00

REASONS: To purchase student desks (to replace damaged, and unusable desks).


Department Signature

12-9-25
Date

City of Nashua, New Hampshire NON-PAYROLL BUDGET TRANSFER (WITHIN THE DEPARTMENT)

Department: ENGLISH

Date of Request: 12/3/2025

To: **FINANCIAL REPORTING**

Entry # 90

Per the explanation below, please process a budgetary transfer as follows:

FROM:

Accounting Unit	Account	Activity	Account Category	Amount
91.1.061105	71221			\$1,980.00

TO:

Accounting Unit	Account	Activity	Account Category	Amount
91.1.061105	61135			\$1,980.00

REASONS: More Ed supply budget. for the English Department to be able to purchase some supplies need from teachers. Like paper cutter, cushion for students, white board, Dry erases, headphones Ect.


 12/3/25
 Department Signature Date

MEMORANDUM

TO: Board of Education, Policy Committee

FROM: Matthew Poska, Assistant Superintendent

DATE: January 20, 2026

SUBJ: Policy Recommendations

Attached please find the following policies requiring review and approval/rescission:

	POLICY	POLICY NAME	STATUS	DISPOSITION REQUESTED
1	JLCAA	Toilet Training and Diapering	New policy – sent back to Policy	Approval
2	BDE	Committees and Delegates	Updated to include new committee	Approval
3	BDEF	Sealed Minutes Review Committee	New policy	Approval
4	EBB	School Safety	Updated per law	Approval
5	EBBB	Accident Reports	Reviewed per law – no changes	Approval
6	EBCA	Crisis Prevention and Emergency Response Plan	Updated policy name and information	Approval
7	EBCH	Chemical Safety and Chemical Hygiene Plan	New policy	Approval

Reference

TOILET TRAINING AND DIAPERING

In the absence of developmental delay or a physical or mental disability, it is the expectation that students entering preschool, kindergarten, or other grades in the Nashua District schools ~~must~~ be toilet trained before attending school. Trained implies that a student has bowel and bladder control, is rarely, if ever incontinent, recognizes and can indicate the need to void, and can manage self-care with little to no assistance in the bathroom.

~~Every attempt is made to maintain a discreet environment.~~ In the event a child needs assistance with toileting or changing, every attempt will be made to maintain a discreet environment. ~~O~~ne adult may be available to assist the student as needed with a second adult nearby. Universal precautions shall be maintained at all times when handling bodily fluids. A parent/guardian who has concerns regarding toilet training should contact their school principal or family pediatrician.

If at any time a staff member feels that the situation warrants parent/guardian attention ~~and or~~ student dismissal, a parent/guardian contact shall be made.

Legal References:

***Legal References Disclaimer:** These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

Board Approved:

COMMITTEES AND DELEGATES**COMMITTEES**

The members of Standing committees, special (Ad Hoc) committees and delegations of the Board shall be appointed by the President of the Board and approved by vote of a majority of the Board. Committees will meet as needed on problems pertaining to said committee and will make recommendations for action by the full Board.

The President of the Board shall select a member of each committee to be the committee chairperson. The committee chairperson shall schedule meetings, establish agendas, preside over committee meetings, and ensure that a written record of each meeting is produced in accordance with RSA 91-A:2 and RSA 91-A:3.

No Board member shall chair more than one Standing committee with the exception of the Budget Committee.

STANDING COMMITTEES

The Board shall have the following standing committees:

1. The Curriculum and Evaluation Committee shall advise the Board on curriculum and assessment as well as how to best communicate these results to the public.
2. The Policy Committee shall advise the Board on new policies as well as provide periodic review of existing policies.
3. The Finance and Operations Committee shall advise the Board on the ongoing financial status of the District, the state of its plant, transportation system, and food service.
4. The Budget Committee shall advise the Board on the development, evaluation, and adoption of its annual budget.
5. The Human Resources Committee shall advise the Board on development, hiring, management and evaluation of District personnel.
- ~~5-6. Sealed Minutes Review Committee shall review non-publics minutes to determine if they should remain sealed or be unsealed.~~

Standing committees, with the exception of the Budget Committee, shall consist of three (3) voting members and a single alternate. The alternate may vote when at least one regular member of the committee is absent. The president of the board is an ex-officio member of all committees and may count towards a quorum. The Budget Committee shall consist of all the members of the Board of Education.

Committee meetings shall run no longer than 90 minutes in length, with the exception for the Budget Committee. Budget Committee meetings shall run no longer than 3 hours. Five minutes prior to the conclusion of the meeting, committee members may make the determination to lengthen the meeting time up to 30-minute increments with a majority vote to conclude a specific topic being discussed.

Any additional 30-minute extension shall require a two-thirds vote to continue the meeting. No new business shall be introduced during a meeting extension, including agenda items not yet discussed. It is the responsibility of the Superintendent or his/her designee to work with the Committee chair to ensure that meetings end within 90 minutes.

SPECIAL (AD HOC) COMMITTEES

By a majority vote the Board may create additional, special (Ad Hoc) committees to advise the Board on specific topics. The topics, membership, authority and term of each committee will be specified in writing.

Members of the public are invited to attend public committee meetings and to participate as deemed necessary by the committee.

Legal Reference:

***Legal References Disclaimer:** These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

Board Approved: 12/12/2007 (Replaces POPPS 1123), 09/29/2009, 04/30/2018, 09/25/2023

*Reference***Sealed Nonpublic Minutes Review Committee**

The purpose of this policy is to ensure that the district complies with RSA 91-A:3, III by periodically reviewing sealed nonpublic meeting minutes to determine whether continued nondisclosure remains justified. The Committee shall review all nonpublic meeting minutes that have been sealed to determine whether the circumstances that justified sealing the minutes continue to apply. This review shall occur within ten (10) years from the date the Board of Education last voted to prevent the minutes from being subject to public disclosure.

A. Review Procedure

1. Sealed nonpublic meeting minutes shall be reviewed by the members of the Sealed Nonpublic Meeting Minutes Committee.
2. During the review, the members shall determine whether disclosure of the minutes would continue to adversely affect the interests protected under RSA 91-A:3, III.
3. Following the review, the Committee shall vote to:
 - a. Maintain the minutes as sealed; or
 - b. Unseal the minutes, in whole or in part, if the justification for nondisclosure no longer applies.

The Committee's determination and the date of review shall be recorded in the official minutes. The Superintendent or designee shall maintain a record of sealed nonpublic meeting minutes, including:

4. The date the minutes were originally sealed
5. The date(s) of required review
6. The outcome of each review

Legal References:

RSA 91-A:3, III

Legal References Disclaimer: *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

Board Approved:

Reference EB, EBCA, EBCB, JKAA-R

SCHOOL SAFETY

The Board recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. The practice of safety shall be considered a facet of the instructional programming of the District schools by incorporating concepts of safety appropriately geared to students at different grade levels.

The Superintendent shall be responsible for developing and maintaining Emergency Operations Plans for each school taking into account applicable laws, regulations, Board policies, and best practices.

Each Principal shall be responsible for the supervision and implementation of safety programs in his/her school, inclusive of school busses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

~~The Board directs the Superintendent to develop a safe school plan consistent with applicable law and school board policies. While the plan need not be a single consolidated document, it should include:~~

- ~~1. Procedures that address the supervision and security of school buildings and grounds.~~
- ~~2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.~~
- ~~3. Procedures that address persons visiting school buildings and attending school-sponsored activities.~~
- ~~4. Training programs for staff and students in crisis prevention and management.~~
- ~~5. Training programs for staff and students in emergency response procedures that include practice fire and all hazard drills as required by law.~~
- ~~6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.~~
- ~~7. Procedures and training to implement employee and work place safety per Board Policy EB.~~
- ~~8. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.~~
- ~~9. Procedures for safe, confidential reporting of security and safety concerns at each school building.~~
- ~~10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.~~

- ~~11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.~~
- ~~12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board Policy JKAA.~~
- ~~13. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of the District Crisis Prevention and Response Plan, and site specific Emergency Operations Plans per Board Policy EBCA.~~
- ~~14. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.~~
- ~~15.1. District and building level procedures to assure timely safe schools reporting to law enforcement the N.H. Department of Education and the School Board as required under RSA 193-D:4.~~

The Superintendent shall be responsible for developing and maintaining a comprehensive safety program/plan for the District, taking into account applicable laws, regulations, Board policies, and best practices. **While the comprehensive safety program need not be a single consolidated document, it should include:**

- A. Each school has an Emergency Operation Plan that is reviewed and filed with the NH Department of Education. Thus, we do not have a District-wide Crisis Prevention and Response Plan per RSA 189:65;
- B. The Sports Injury Emergency Action Plan prepared under policy JLCJA;

Additionally, to the extent not included in the above specific Board directed plans, the superintendent will address the following areas of emphasis in the comprehensive safety plan:

1. Procedures that address the supervision and security of school buildings and grounds. See also ECA.
2. Procedures that address the safety and supervision of students on school property (as defined in RSA 193-D:1, V and RSA 193-F, V), during school hours and during school-sponsored activities whether or not on school property. See also JLIA.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities. See also KFA.
4. Training programs for staff and students in crisis prevention and management. See EBCA.
5. Training programs for staff and students in emergency response procedures that include practice drills for fire and all hazards as required by law and Board policy EBCB.

6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Procedures and training to implement employee and work-place safety per Board policy EB.
8. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
9. Procedures for safe and confidential reporting of security and safety concerns at each school building.
10. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary. See also ECA.
11. Procedures for periodic assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
12. Procedures for managing the behavior of children, including, proper training and protocols relative to restraint and seclusions consistent with RSA 126-U and Board policy JKAA.
13. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
14. District and building level procedures to assure timely safe schools reporting to law enforcement, the N.H. Department of Education and to the School Board as required under RSA 193-D:4.

Whenever the Superintendent delegates tasks relating to the above to other District personnel, that delegation should be recorded in a manner readily accessible to others in the instance of the Superintendent's absence or departure.

Each Principal shall be responsible for the supervision and implementation of components of the safety programs in his/her school, inclusive of school buses, school grounds (including playgrounds), during authorized school activities (such as field trips), within school building(s) (including classrooms and laboratories), off school grounds during school sanctioned activities (including, but not limited to, work-based learning and internships), and in the use of online resources.

Legal References:

RSA 193-D, Safe School Zones

RSA 193-F, Pupil Safety and Violence Prevention

RSA 281-A:64, Safety Provisions

N.H. Dept. of Education Administrative Rule – Ed. 306.04(a)(2), and 306.04(d), Promoting School Safety

Legal References Disclaimer: *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to*

enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Board Approved: 06/27/2022

See also JLCE

ACCIDENT REPORTS

A. General Accident Reporting

An accident report shall be required whenever an accident occurs:

1. in a school;
2. on a school playground; or
3. at any school-sponsored activity

which requires a student or employee to be:

1. out of class or absent from school;
2. necessitates the services of a health care provider (physician, advanced registered nurse practitioner, licensed physician's assistant or dentist);
3. requires first aid; or
4. which might reasonably be anticipated to give cause to an insurance or liability claim or case for liability at a later date.

The school district employee who witnessed or first responded to the accident must fill out an accident form as soon as possible, but in no event more than twenty-four (24) hours of the accident. The form shall be submitted to the building principal and forwarded to the Superintendent. The building principal, or in the principal's absence the supervisor on duty at the time of the accident, shall assure that an accident form is completed in a timely manner.

B. Insurance Notification

For accidents which might lead to an insurance or liability claim, the Superintendent shall notify the District's liability carrier promptly.

C. Additional Reporting Required for Accidents Involving Death or Serious Injuries:

- a. Within eight (8) hours of any accident involving a death which occurs during the school day, or on school property, the building principal or other supervisor on duty at the time, shall report the death to the Commissioner of the New Hampshire Department of Labor via telephone or email. This initial report shall state as fully as possible the cause of the death and the place where the body of the deceased person was sent.
- b. Within twenty-four (24) hours of any accident involving a serious injury which occurs during the school day, or on school property, the building principal or other supervisor on duty at the time, shall report the serious injury to the Commissioner of the New Hampshire Department of Labor via telephone or email. This initial report shall state as fully as possible the cause of the death and the place where the injured person was sent for medical evaluation or treatment. For the purposes of this provision, "serious injury" means an incident that results in amputation, lost or fracture of any body part, head injury or internal injury that necessitates hospitalization.

D. Training

All staff shall receive annual training relative to accident and accident reporting protocols.

Legal References:

RSA 200, Health and Sanitation

RSA 277:15-b, Reports of Death or Serious Injury

N.H. Code of Administrative Rules, Section Ed 306.12, School Health Services

N.H. Code of Administrative Rules, Section Ed 311, School Health Services

N.H. Dept. of Education Administrative Rule – Ed

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Board Approved: 05/12/2008, 02/21/2022 [Replaces EBB-R – NHDS Bureau of Emergency Med. Services],

Reference EB, EBCB, JICK, JLCJA

CRISIS PREVENTION AND EMERGENCY OPERATIONS PLANS

~~The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored activities.~~

~~All hazard and fire evacuation drills shall be conducted annually pursuant to Board Policy EBCB. The Superintendent will establish a relationship with local and state emergency (e.g., police, fire, ambulance, etc.). The Superintendent, or his/her designee, will serve as a coordinator/liaison with these authorities.~~

~~The Superintendent, in consultation with appropriate personnel, and in coordination with local emergency authorities, shall develop an Emergency Operations Plan for each school.~~

~~The Superintendent is responsible for ensuring that each Emergency Operations Plan conforms with the requirements of RSA 189:64, as the same may be amended or replaced, and that each Emergency Response Plan addresses hazards including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, other hazards deemed necessary by the School Board or local emergency authorities, and information pertaining to the then current Sports Injury Emergency Action Plan as required under Board Policy JLCJA. The emergency response plans will be based on and conform to the Incident Command System and the National Incident Management System.~~

~~The School Board directs the Superintendent to assure that each Emergency Operations Plan is reviewed annually (in consultation with appropriate personnel, and in coordination with local emergency authorities), and is updated as necessary. If, after such review, the plan remains unchanged, then the Superintendent shall notify the Department of Education by September 1 that the plan is unchanged. If an Emergency Operations Plan is updated/revised, the Superintendent shall submit the updated Emergency Operations Plan to the New Hampshire Department of Education no later than September 1.~~

~~The Board recognizes that schools are subject to a number of potentially dangerous events, such as natural disasters, industrial accidents, acts of terrorism, and other violent events. No school is immune from these events no matter the size or location. The Board is committed to the prevention of these events, to the extent possible, in the schools and at school-sponsored activities.~~

A. Site-specific Emergency Operations Plan (RSA 189:64)

~~Each school shall develop a site-specific school emergency operations plan ("EOP") based on and conforming with the Incident Command System and the National Incident Management System and pursuant to RSA 189:64.~~

~~Each Emergency Operations Plan will address hazards as including, but not limited to: acts of violence, threats, natural disasters, fire, hazardous materials, medical emergencies, and other hazards deemed necessary by the School Board or local emergency authorities. School building principals, or their designee, shall annually review their site-specific EOP and submit updated plans (or report of no changes) to the Superintendent for review by October 1.~~

~~If, after such review, the plan remains unchanged, then the Superintendent/Principal shall notify the New Hampshire Department of Safety by October 15 that the plan is unchanged. If an Emergency Operations Plan is updated/revised, the Superintendent/Principal shall submit the updated Emergency Operations Plan to the Director of Homeland Security and Emergency Management of the Department of Safety by~~

October 15.

All hazard and fire evacuation drills shall be conducted annually pursuant to Board policy EBCB.

In order to avoid plan/policy conflicts, the Emergency Operations Plan will reference applicable sections of other pertinent plans rather than restate (e.g., emergencies relating to hazardous chemicals use should be addressed in the Chemical Hygiene Plan created under policy should be EBCH.

B. Coordination

The Superintendent will establish a relationship with local and state emergency services (e.g., police, fire, ambulance, etc.). Unless otherwise provided in a site-specific EOP, the Superintendent, or his/her designee, will serve as the coordinator/liaison with these authorities. Additionally, the Superintendent designates the Plant Operations Assistant Director of Safety and Security to explore the availability of any training or support provided by the New Hampshire Departments of Education and/or Safety associated with risk assessment, crisis management, and other matters related to this policy.

Legal References:

RSA 153-A:28-33, Automated External Defibrillation

RSA 189:64, Emergency Response Plans

RSA 193-D, Safe School Zones

RSA 193-F, Pupil Safety and Violence Prevention

RSA 200:40-c, Emergency Plans for Sports Related Injuries

NH N.H. Dept. of Education Administrative Rule, Ed. 306.04(a)(2), ~~Promoting~~ School Safety

Legal References Disclaimer: *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

Board Approved: 06/27/2022

*Reference***CHEMICAL SAFETY AND CHEMICAL HYGIENE PLAN**

- A. **Purpose.** The Board's objective is to help ensure a healthy, clean, and safe learning and work environment for students, employees, and others present on school property.

The policy accomplishes this in two ways. First, it establishes standards regarding the use and handling of toxic chemicals for cleaning and pest control. Second, it directs the creation of a chemical hygiene and safety plan (the "Plan") for managing hazardous substances on District property and responding to any emergencies resulting from hazardous substances. This Plan shall include all points where hazardous substances might be used and or stored on District property, including, but not limited to, materials used in connection with: chemistry and other science labs, art rooms, shop classes, food services, facilities and groundskeeping, or custodial services.

"Hazardous substances" as used in this Policy shall mean and include any material specifically designated as hazardous by state or federal law, or any other substance or mixture of substances which may be explosive, ignitable, corrosive, reactive, or toxic.

- B. **Plan Preparation and Contents.** The Board directs the [Superintendent or designee, in consultation with appropriate personnel (e.g., building principals, maintenance, custodial and facilities directors/staff, science department chairs, food service director, etc.) to prepare a Chemical Hygiene Plan that complies with all local, state, and federal laws and regulations which pertain to the proper management of hazardous materials. When necessary, the District shall contact the U.S. Environmental Protection Agency (EPA) and/or the New Hampshire Department of Environmental Services (NHDES) to obtain relevant information regarding hazardous substances.

Additionally, the plan shall address at least the following:

1. Identification and inventory of hazardous materials - describing a process by which hazardous substances will be identified and inventoried, and may include a classification system for grouping hazardous materials for purposes of acquisition, storage, use, disposal, record-keeping, and emergency response.
2. General provisions outlining response Hazardous Substance Emergencies, with such items as responsible personnel, required resources, decision making ladders, message-specific templates, parental notification, media plans, etc.; these provisions shall be incorporated into the site-specific Emergency Operations Plans prepared under Board policy EBCA;
3. Special provisions for specific substances, e.g., and as pertinent:
 - a. Criteria for acquisition
 - b. Storage
 - c. Use
 - d. Disposal
 - e. Incident prevention
 - f. Special provisions relative to accidental release or other emergency;
4. Provisions to minimize the use of toxic chemicals for cleaning or pest control,

- including the prohibition of staff bringing cleaning products or pesticides onto District property without prior approval from the administration;
5. Procedures required for staff to obtain approval from school administration in order to bring cleaning products or pesticides onto District property;
 6. Protocols and procedures relative to implementation of the Plan, including staff responsibilities by individual position and/or generalized;
 7. Provisions relative to staff training, including such items as individualized and general training, who is responsible for ensuring training is conducted and updated, frequency, how and by whom training syllabi are established; Additionally, employees receiving such training will be encouraged to make less dangerous substitutions for hazardous substances to the extent possible and to minimize the generation of such substances;
 8. Provisions proposing consequences and/or remedies for employees who fail to adhere to the Plan or established procedures;
 9. Provisions relating to student training and proposed sanctions/remedies/interventions to be included in applicable student handbooks;
 10. Protocols for reporting general (non-emergency) concerns regarding hazardous substances on District property; and
 11. A requirement for an annual chemical hygiene plan audit and report.

See NH Ed 320, specifically Ed 320.02(b)(8), for additional guidance on chemical hygiene Plan content.

- C. **Prohibition of Introduction of Cleaning Products or Pesticides by School Staff.** No employee or designated volunteer may bring any cleaning products or pesticides onto District property without prior approval of the school administration, or as specifically provided in the plan.
- D. **Biennial Review and Update.** The Superintendent and/or designee shall ensure that the plan, the annual audit reports required under B.11 above, and all procedures and protocols adopted pursuant to this policy are reviewed no less than every two (2) years and updated as necessary. The updated plan and procedures should be provided to the Board no later than the start of each school year. Recommendations requiring Board policy changes should be brought to the *Policy Committee* as soon as reasonably practicable.

Legal References:

NH Department of Education Code Rules Ed 320, School Facility Approval Process

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Board Approved:

2026-2027 SCHOOL CALENDAR - NASHUA SCHOOL DISTRICT (DRAFT B)

Schools Open: AUGUST 25

AUGUST

5 DAYS (5)

M	T	W	Th	F	Schools Open 8/25
		19	20	21	19-21-New Teacher/Staff Orientation
(24)	25	26	27	28	24-All teachers report to their assignments
31					

SEPTEMBER

19 DAYS (24)

M	T	W	Th	F	
	1	2	3	XX	31-PreK & K Start
XX	(8)	9	10	11	07-Labor Day; 08-Primary
14	15	16	17	18	
21	22	23	24	25	
28	29	30			

FEBRUARY

14 DAYS (110)

M	T	W	Th	F	
1	2	3	4	5	
8	9	10	11	12	
(15)	16	17	18	19	15-Presidents Day/In-Service
X	X	X	X	X	22-26 Winter Break

OCTOBER

21 DAYS (45)

M	T	W	Th	F	
			1	2	
5	6	7	8	9	
XX	13	14	15	16	12-Columbus Day
19	20	21	22	23	21-Early Release Day
26	27	28	29	30	

MARCH

23 DAYS (133)

M	T	W	Th	F	
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	17-Early Release Day
22	23	24	25	26	
29	30	31			

NOVEMBER

16 DAYS (61)

M	T	W	Th	F	
2	(3)	4	5	6	03-Election Day/In-service
9	10	XX	12	13	11-Veterans Day
16	17	18	19	20	
23	24	XX	XX	XX	25-27 Thanksgiving Recess
30					

APRIL

17 DAYS (150)

M	T	W	Th	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	14-Early Release Day
19	20	21	22	23	
X	X	X	X	X	26-30 Spring Recess

DECEMBER

16 DAYS (77)

M	T	W	Th	F	
	1	2	3	4	
7	8	9	10	11	9-Early Release Day
14	15	16	17	18	
21	22	X	X	XX	23-31 Holiday Recess
X	X	X	X		

MAY

20 DAYS (170)

M	T	W	Th	F	
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	19-Early Release
24	25	26	27	28	
XX					31-Memorial Day

JANUARY

19 DAYS (96)

M	T	W	Th	F	
				XX	1-New Year's Day
4	5	6	7	8	
11	12	13	14	15	
XX	19	20	21	22	18-MLK Day
25	26	27	28	29	96 Days - Sept.- January

JUNE

10 DAYS (180)

M	T	W	Th	F	
	1	2	3	4	
7	8	9	10	11	
14	MU	MU	MU	MU	14-Tentative Last Day
MU	MU	MU	MU	MU	MU = Make-Up Days
					84 Days - February - June

Legend

() = No School for Students; Teachers work:
August 24; September 8; November 3; February 15
X = No School for Students/Teachers; Offices open
XX = Schools and Offices closed

Nashua School District Schedule:

- 180 Days for Students, except 175 days for Seniors
- 176 Days for Kindergarten Students
- 186 Days for New Teachers
- 184 Days for Veteran Teachers

BOE APPROVED:

ELEMENTARY SCHOOLS:

Open Houses

September

Conferences Group A

Nov. 4 & 18 4:00 – 7:30 pm

Conferences Group B

Nov. 5 & 12 4:00 - 7:30 pm

MIDDLE SCHOOLS:

Open Houses

September

Conferences

Oct. 22 & 28 4:00 – 7:30 pm

NASHUA HIGH SCHOOLS:

Open Houses

NHS North September 10

NHS North February 9

NHS South September 9

NHS South February 11

Conferences

NHS North October 7

NHS North March 10

NHS South October 8

NHS South March 9

Group A: Broad Street, Dr. Crisp, Ledge Street, Main Dunstable, Mt. Pleasant, Sunset Heights

Group B: Amherst Street, Bicentennial, Birch Hill, Charlotte Avenue, Fairgrounds Elementary, New Searles

Open Enrollment Procedures - DRAFT

For intra-district transfer requests:

Students are assigned to schools based on their home address of record. A parent or guardian may request that their child attend a different school in the district by completing the form linked below. Transportation *is not* provided to the requested school. Siblings are not guaranteed spots in the same school.

Requests will be accepted between February 2, 2026 and July 1, 2026. The Superintendent will consider requests that are received by July 1st, so long as the requested school has the ability to accommodate the student based on teacher to student ratio and existing school capacity. Requests will be processed in the order they were received. Parents/guardians will be notified regarding requested school placement no later than August 1, 2026 and will be asked to confirm acceptance of the placement within two weeks. The accepted placement will be for the 26.27 school year.

[Intra-district transfer request form](#)

School requests will be approved up to the following class size limits:

Kindergarten & Grade 1: 20

Grades 2-5: 24

Grades 6-8: 27

These limits account for contractual language regarding class size, while reserving some space for new students moving into a neighborhood. Additional classrooms may be added at schools based on demand, depending on availability of appropriate space/capacity within the building, and availability of a qualified teacher to be assigned to the class.

For inter-district transfer requests:

Shall the Nashua School District vote to designate Nashua High School North and Nashua High School South as Open Enrollment Schools pursuant to N.H. RSA 194-D, with an enrollment limitation continuing to allow all (100%) of its eligible resident students to attend, and to allow admitted nonresident students to make up no more than .25% (up to 25 students) of the total enrollment in the Nashua School District, and further to limit the number of its resident students who may attend open enrollment schools located outside the district to .25% (up to 25 students).

Explanation:

The State's new open enrollment law (RSA 194-D) allows students to transfer between districts unless local limits are set by voter action. This article is intended to protect and insulate the Nashua School District from any unintended impacts of the new law by clearly defining how Nashua will participate. The article designates only Nashua High School North and Nashua High School South as open-enrollment receiving schools, allowing the District to accept a limited number of outside students when space permits. The percentage of Nashua students allowed to enroll in other districts is set at the same amount in an effort to maintain stable enrollment. This preserves enrollment and budget stability, protects staffing and program continuity and ensures that decisions about open enrollment remain under the control of the Nashua Board of Education rather than defaulting to broader state authority.

Similar to the intra-district transfer process, transportation is *not* provided to the requested school. If more than 25 requests for enrollment are received, a lottery will be held to determine which applicants will receive spots at Nashua High School North and South. The accepted placement will be for the 26.27 school year.

Mario Andrade, Ed. D.
Superintendent



Matthew Poska, M. Ed.
Assistant Superintendent

Krystal De Gray, MBA
Chief Operating Officer

141 Ledge Street, Nashua, New Hampshire 03060
T: (603) 966-1000 www.nashua.edu

Jennifer Scarpati, Ph. D.
Assistant Superintendent

MEMORANDUM

TO: Board of Education

FROM: Mario Andrade

DATE: February 9, 2026

SUBJ: Modifications to Collective Bargaining Agreement

There was a scrivener's error in the pending CBA for the FEC/SLI Unit E and F, which is attached to Resolution 26-001. Inadvertently, the benefits section of the Paraeducators' contract was used and it should have been the benefits section of the Non-Affiliated Group.

Both the union and the BOE negotiating team agreed on the intent of the two parties. A meeting was held with counsel and the agreement was modified. Attached please find the red-line version showing the correction.

Recommendation to approve the revised Units E (SLI) and F (FEC) Collective Bargaining Agreement for 2025-2028

UNIT E
INTERPRETERS FOR THE DEAF AND HARD OF HEARING

UNIT F
FAMILY ENGAGEMENT COORDINATORS

MASTER AGREEMENT

BETWEEN THE

NASHUA BOARD OF EDUCATION

AND THE

NASHUA TEACHERS' UNION
Local 1044, AFT, AFL-CIO (Unit E, Interpreters for the Deaf and Hard of Hearing)
And
NASHUA TEACHERS' UNION
Local 1044, AFT, AFL-CIO (Unit F, Family Engagement Coordinators)

July 1, 2025

Through

June 30, 2028

NASHUA BOARD OF EDUCATION

Jennifer Bishop, President
Regan Lamphier, Clerk
Neil Claffey
Christina Darling
Sharon Giglio
Rob Johnson
Kirsten Prinn
Heather Raymond
Shewanda Lopez

NEGOTIATING TEAM

Regan Lamphier, BOE
Dr. Mario J. Andrade, Superintendent of Schools
Krystal DeGray, Chief Operating Officer
Michael Bowse, Human Resources Director
Thomas Beer, Director of Special Education
Robert Cioppa, Director of Student Services and ELL
Attorney Thomas Closson, Chief Negotiator

NASHUA TEACHERS' UNION

Gary Hoffman, President
Adam Marcoux, Vice President
Patrick Johnson, Secretary
Stacy Gingras, Treasurer
Walter Freeman, At-Large Member
Patty Gagnon, At-Large Member
Wendy Stough, At-Large Member

NEGOTIATING TEAM

Gary Hoffman, President
Adam Marcoux, Vice-President
Marcia Jones, (ASLI)
Ezri Legler (ASLI)
Brianna Mack (ASLI)
Berenice Martinez (FEC)
Laura Melendez (FEC)
Grace Tavares (FEC)
Attorney Terri Donovan, Attorney, AFT-NH
Laurie Herchenroder, AFT-NH Associate Staff Representative

TABLE OF CONTENTS

ARTICLE I	RECOGNITION	5
ARTICLE II	DEFINITIONS.....	5
ARTICLE III	GRIEVANCE PROCEDURE.....	6
ARTICLE IV	SALARY AND RATES OF PAY	9
	Basic Salary Schedule	9
	Placement on the Salary Schedule.....	9
	Mileage Allowance.....	10
	Method and Time of Salary Payment	10
	Overtime	10
	Educational Benefits	10
	Severance Pay	11
	Holiday Pay.....	11
	Service Recognition Pay	12
	ASLI National Interpreter Certification	12
ARTICLE V	SUPPLEMENTAL BENEFITS	12
	Workers' Compensation Benefits	12
	Supplemental Injury Benefits.....	12
	Health Benefits.....	13
	Dental Insurance	15
	Life Insurance	15
	Vision Insurance	15
	New Hampshire Retirement System.....	15
ARTICLE VI	LEAVES OF ABSENCE	15
	Sick Leave	15
	Sick Leave Bank	17
	Personal Leave	20
	Bereavement Leave	21
	Release Time	21
	Court Appearances	21
	Military Service	22
	Extended Leave	22
ARTICLE VII	WORKING CONDITIONS	23
	Employment Status.....	23
	Seniority	24
	Evaluation	24
	Personnel Files	24
	Workday/Work Year	25
	Discrimination	27
	Job Descriptions	27
	Rules, Regulations and Policies.....	27
	Health and Safety.....	27

ARTICLE VIII	TRANSFERS, VACANCIES AND PROMOTIONS	28
	Transfers	28
	Vacancy List.....	28
	Promotions.....	28
	Qualifications	29
	Probation and Transfer Rights	29
ARTICLE IX	UNION REPRESENTATIVES	30
	Official List of Nashua Teachers' Union Representatives	30
ARTICLE X	UNION PRIVILEGES AND RESPONSIBILITIES.....	30
	Fair Practices	30
	Recognition of Local Organization Representative	30
	Distribution of Materials - Mail Boxes	30
	School Meetings.....	30
	No Local Organization Activity on School Time	31
	Protection of Individual and Group Rights	31
	Information	31
	Faculty Bulletin Board Use.....	31
	Leave for Union Business.....	31
	AFT Conference Attendance	32
ARTICLE XI	RESOLUTION OF DIFFERENCES BY PEACEFUL MEANS.....	32
ARTICLE XII	CONFORMITY TO LAW AND SAVING CLAUSE	33
ARTICLE XIII	MISCELLANEOUS PROVISIONS.....	33
	Adherence to Rules, Regulations, Policies and Provisions	33
	Expenses of Printing and Distributing Agreement.....	33
	Meetings	33
	Management Rights.....	33
ARTICLE XIV	DURATION OF AGREEMENT.....	34
APPENDIX A	Salary Classifications.....	35
APPENDIX B	Salary Schedules	36
APPENDIX C	Designated Areas	37
APPENDIX D	Dues Deduction Form.....	38
	Ratification/Approval Process and Application of Benefits.....	39

AGREEMENT

UNITS E AND F MASTER AGREEMENT made between the NASHUA BOARD OF EDUCATION (hereinafter called the "BOARD") and the NASHUA TEACHERS' UNION LOCAL 1044, AMERICAN FEDERATION OF TEACHERS, AFL-CIO (hereinafter called the "UNION"),

ARTICLE I RECOGNITION

- 1:1 The "BOARD" recognizes the Nashua Teachers' Union as the exclusive representative for the purpose of collective bargaining for "Units E and F" as certified by the New Hampshire Public Employee Labor Relations Board concerning wages, hours and other terms of employment of all family engagement coordinators and interpreters for the deaf and hard of hearing employed in the Nashua School District.
- 1:2 Upon individually written authorization by each employee and approval by the Union President, the District agrees to deduct from each employee so authorized, the current monthly union dues, as certified to the District by the Treasurer of the Union, and deliver the same to the Union Treasurer. Said deduction is to be made weekly, however, if any member has no check coming or the check is not large enough to satisfy the assignments, no collection will be made from said member for that week. Deductions will commence no later than the fourth pay period following the date the authorization form is filed with the District.

The authorization form is shown as Appendix D to this Agreement. The District will also recognize authorizations for voluntary dues deduction provided prior to the execution of this Agreement. A member will be able to revoke his or her authorization only between September 1 and September 15 of any school year.

The Union shall select a single payroll dues deduction arrangement for each contract year to cover all Union members, and shall inform the District payroll office of the arrangements at least three calendar weeks prior to the implementation date.

The right to dues deduction shall be extended to the recognized bargaining agent only.

- 1:3 All members of the bargaining unit will be provided all the wages and benefits provided under this agreement, and shall retain all rights guaranteed to them under the provisions of N.H. RSA 273-A.

ARTICLE II DEFINITIONS

- 2:1 The term "School", as used in this Agreement, means any work location or functional division maintained by the BOARD where instruction is offered to the children of Nashua.
- 2:2 The term "Principal", as used in this Agreement, means the responsible administrative head of a respective school.

- 2:3 The term "Union Representative", as used in this Agreement, shall mean any duly authorized designee of the Federation.
- 2:4 Whenever the singular is used in this Agreement, it is to include the plural where the context clearly so indicates.
- 2:5 The term "employee", as used in this Agreement, means any member of the Bargaining Unit who has successfully completed the probationary period.
- 2:6 The term "active employment", as used in this Agreement, shall mean actual time physically present on the job together with any authorized paid leave granted pursuant to this Agreement.
- 2:7 The term "seniority", as used in this Agreement, shall mean accrued time in active employment as defined in 2.6. In the event of authorized unpaid leave, suspension or layoff, the employee shall retain such seniority as was accrued on the date of the authorized unpaid leave, suspension or layoff upon return to active employment, but shall commence further accrual only upon such return and shall not accrue seniority during such leave, suspension or layoff period. In the event of retirement, resignation or discharge, the employee shall lose all seniority. The parties agree that for purposes of layoff, reduction in force, and transfers, it is understood that an employee's total years of seniority in the classification in their respective bargaining unit (Unit E or F) shall begin with the District's original date of hire as a member in their respective bargaining unit regardless of an individual's movement within the District or classification system.
- 2:8 The term "classification", as used in this Agreement, shall mean pay classification as defined in Appendix A.
- 2:9 The term "business day", as used in this agreement, shall mean any day where the office of the Superintendent is open.

ARTICLE III GRIEVANCE PROCEDURE

Grievance and Arbitration Procedures

- 3:1 The purpose of this Article is to establish a procedure for the settlement of grievances which involve an alleged violation of a term or provision of the existing contract. All such grievances will be handled as provided in this Article.
- 3:2 No grievance shall be considered under the grievance procedure unless it is presented as provided below. A grievance must be referred to the next step as provided below or the grievance will be considered settled on the basis of the last answer given. If a grievance is once settled in any of the following steps, it shall be considered closed and shall not thereafter be subject to the grievance procedure or to arbitration.
- 3:2.1 All grievances over which a Principal has no jurisdiction shall be submitted directly to the Superintendent within thirty (30) school days after the aggrieved party knows or should have

known of the act or condition on which the grievance is based. Submission at any level within that thirty (30) school day period shall establish the timeliness of the grievance.

3:3 **Step 1**

All Step 1 grievances shall, in writing, cite the provision(s) of the Agreement which is alleged to have been violated, the date the Step 1 grievance is filed, and the name(s) of the grievant(s).

3:4 **Step 2**

If the grievance is not settled within ten (10) school days after presentation at Step 1, the grievant shall, within ten (10) school days thereafter, set forth the grievance in writing to the Principal, specifying:

- (a) The specific nature of the grievance and date it occurred;
- (b) The provision(s) of this Agreement which is alleged to have been violated;
- (c) The nature and extent of the injury, loss or inconvenience;
- (d) The results of previous discussions;
- (e) The basis for dissatisfaction with the decisions previously rendered;
- (f) The remedy which is desired.

The grievance shall be signed by the aggrieved employee and Union Representative before being presented to the Principal in Step 2.

3:5 If the grievance is not received in writing by the Principal in Step 2 within thirty (30) school days after the aggrieved party knows or should have known of the act or condition on which the grievance is based, the grievance will be considered as waived. An alleged waiver will be subject to arbitration pursuant to the provisions of this Article. The Principal shall act upon the grievance within five (5) school days after receipt at Step 2 and shall communicate the decision in writing to the UNION.

3:6 **Step 3**

If the issue is not resolved after Step 2, the grievance shall, within five (5) school days after receipt of the Principal's decision, be submitted to the Superintendent of Schools. The Superintendent shall act upon the grievance within a period not to exceed ten (10) school days and shall communicate the decision in writing to the Union.

3:7 **Step 4**

The UNION, no later than ten (10) school days after receipt of the Superintendent's decision, may appeal the Superintendent's decision to the School BOARD. The Appeal to the BOARD must be made in writing reciting the matter submitted to the Superintendent and the basis for dissatisfaction with the decision rendered by the Superintendent. The BOARD shall act upon the Appeal within a period not to exceed fifteen (15) school days. The BOARD shall communicate its decision in writing to the UNION.

- 3:8 Failure at any step of this procedure by the Administration to communicate a decision on a grievance within the specified time limits shall permit an appeal of the grievance to the next step. Failure at any step of this procedure by the Union to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.
- 3:9 It is understood that employees shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the BOARD until such grievance and any effect thereof shall have been fully determined.
- 3:10 **Arbitration**
- If a grievance involving the interpretation or application of a specific provision of this Agreement has not been settled after being fully processed through the grievance procedure above, then the UNION may submit such grievance to arbitration by giving written notice thereof to the BOARD not later than two (2) school weeks after the completion of Step 4. The grievance shall be considered as having been settled in Step 4 unless it is so submitted to arbitration within such time limit.
- 3:11 Aggrieved persons may be represented at all stages of the grievance procedure by themselves and by a representative selected or approved by the Nashua Teachers' Union.
- 3:12 When a grievant in Step 1 is not represented by the Nashua Teachers' Union in the processing of a grievance, the Nashua Teachers' Union shall, at the time of submission of the grievance at Step 2, have the right to be present and present its position, in writing, at all meetings with the grievant held concerning the grievance and shall receive a copy of decisions rendered.
- 3:13 The choice of the Arbitrator shall be by Agreement of the parties. However, if such agreement has not been reached within one (1) school week after the receipt of such written notice submitting the grievance to arbitration, the grievance may be referred by the UNION to the NH Public Employee Labor Relations Board for the selection of an arbitrator in accordance with the rules of the NH Public Employee Labor Relations Board applicable to labor arbitrations. Any arbitration hereunder shall be conducted in accordance with such rules, subject to the provisions of this Agreement.
- 3:14 Each grievance shall be separately processed in any arbitration proceeding under this Article.
- 3:15 There shall be no right to arbitration to obtain, and no arbitrator shall have any power to award or determine, any change in, modification or alteration of, addition to, or subtraction from, any of the terms of this Agreement.
- 3:16 The Arbitrator selected will confer with representatives of the BOARD and the UNION. The arbitrator will set forth findings, in writing, and submit them to the BOARD and the UNION.
- 3:17 The decision of the arbitrator, if made in accordance with the arbitrator's jurisdiction and authority under this Agreement, will be accepted as final and binding by both parties.

3:18 The BOARD agrees that it will apply to all substantially similar situations the decision of an arbitrator sustaining a grievance and the UNION agrees that it will not bring or continue, and that it will not represent any employee in any grievance which is substantially similar to a grievance denied by the decision of an arbitrator.

3:19 The arbitrator's fee will be shared equally by both parties to the dispute.

3:20 **Release Time**

Any employee who has filed a grievance in accordance with the provisions of this contract will be granted release time, as needed, without loss of pay or loss of personal days, for attendance at required grievance and/or arbitration hearings. The same privilege shall be granted to one UNION representative who attends said hearings with the employee.

3:21 **Summer Timelines**

In the event the processing of a grievance under Article III extends beyond the completion of the pupil school year, all time periods referred to in the above then remaining, shall be doubled and the reference shall be to business days or business weeks during that period between the end of one pupil school year and the beginning of the pupil school year next following.

**ARTICLE IV
SALARY AND RATES OF PAY**

4:1 **Basic Salary Schedule**

All members of the Bargaining Unit, in the active employ of the District on the date of signing of this Agreement, will receive salaries in accordance with the pay classifications and salary schedules contained in Appendices A and B.

4:2 **Placement on the Salary Schedule**

~~1.a.~~ Upon hire, employees shall be notified in writing of their wage rate, step, classification, stipends (per hour and/or annual), service recognition pay, paid holidays and paid leave for the current school year. Continuing employees shall access this information through the online employee portal but shall be provided the above information in writing by Human Resources upon request.

~~2.b.~~ Adjustment of errors in wages shall be made retroactive to the commencement of the current school year when reported within sixty (60) calendar days of their first paycheck.

~~3.c.~~ American Sign Language Interpreters (ASLI) employees shall be placed on the 2025-26 salary schedule at a step which provides at least a three-percent (3%) salary increase over the employee's 2024-25 base salary. Employees hired for the 2025-26 school year shall be placed on Step 1. New hires shall be placed on Step 1 of the salary schedule. The salary increase for the 2025-26 contract year shall be paid retroactively to July 1, 2025. Retroactive pay shall be

paid in the second payroll period after the execution of the contract.

For contract years 2026-27 and 2027-28, employees will advance a step on the salary schedule each year. For members of the Unit who are granted a step on the salary schedule, they must have been in the active employment of the District a minimum of 90 school days during the preceding school year

ASLI employees who were employed at least ninety (90) days during the 2024-25 school year will receive a one-time, separate payment of \$1,250.00 in the second payroll period after the execution of the contract.

4.d. Family Engagement Coordinators (FEC) employees shall be placed on the 2025-26 salary schedules as follows:

- i. Employees hired before 9/1/2010 shall be placed on Step 3.
- ii. Employees hired before the 2025-26 school year and after 9/1/2010 shall be placed on Step 2. All other employees and new hires shall be placed on Step 1.
- iii. For contract years 2026-27 and 2027-28, employees will advance a step on the salary schedule each year. For members of the Unit who are granted a step on the salary schedule, they must have been in the active employment of the District a minimum of 90 school days during the preceding school year.

4:3 Mileage Allowance

The District agrees that employees using private automobiles on District business, as authorized by the District, shall be reimbursed at the prevailing IRS rate. Employees shall be reimbursed mileage to and from the employee's home to the site of service or event, if other than the employee's work location, or outside of the employee's regularly scheduled workday or work week, and any travel necessary to complete the assignment.

4:4 Method and Time of Salary Payment

The BOARD shall have the right to fix the day of the week paychecks shall be distributed to coincide with the requirements of the city's payroll processing system.

4:5 Overtime

Any employee who is required to work in excess of forty (40) hours in a week shall be compensated at one and one-half times the employee's regular hourly rate.

4:6 Educational Benefits

1.a. The District agrees to provide the total sum of \$10,000 for the purpose of reimbursement of tuition costs for employees with a regular work schedule of 30 or more hours per week during the school year. Such reimbursement shall be limited to courses taken at an accredited college or university, or program which in the opinion of the appropriate assistant superintendent of schools or designee, are job related and of benefit to the District. Reimbursement will be made

only for courses completed with a grade of "C" or better for courses leading to a Degree or a grade of "pass", if a course is offered only on a pass/fail basis. Reimbursements will also be paid for those certification programs or workshops that are related to their current position, assignment or to meet requirements for certification. Prior written approval of the Superintendent or their designee is required prior to enrollment in the course or workshop to be considered for reimbursement.

~~2.b.~~ The District will make a good faith effort to provide workshops or seminars that will enhance the employee's knowledge and skills for their current position and/or count towards the employee's certification or recertification. It is understood that the District will provide the professional development on early release days.

On Early Release days, employees will have the following options at their disposal for Professional Development:

- a. Attend a workshop being held at their school.
- b. Attend a workshop provided by the District.
- c. Complete online training as may be necessary.
- d. The employee can choose to leave for the day.

~~3.c.~~ The District agrees to pay one hundred percent (100%) of the tuition for courses or workshops which the employee is required in writing to take by the Superintendent or designee and eighty-percent (80%) of courses or workshops voluntarily taken with the approval of the Superintendent or designee. Travel and interim living expenses for such required courses or workshops will be reimbursed in accordance with existing Board policy levels. Employees will be paid at their regular rate of pay for time spent in such required courses.

~~4.d.~~ The NTU President shall appoint a representative from each Unit E and F to the Professional Staff Development Committee if required or deemed necessary by the Master Plan.

4:7 **Severance Pay**

Upon the resignation, retirement or death of an employee in the employ of the Nashua School District who has at least ten (10) years seniority in the District, the Board shall pay to that employee, or the employee's estate in the case of death, \$50 for each day of the employee's accumulated sick leave then remaining to a maximum of 100 days. Further, if an employee dies while in the employment of the Nashua School district, his/her estate/beneficiary shall receive the proceeds of the District-funded life-insurance policy.

4:8 **Holiday Pay**

Employees working a regular schedule of 30 or more hours per week during the school year shall receive Christmas Day, Thanksgiving Day, and New Year's Day, payable at the rate of the employee's regularly scheduled workday times their regular straight time rate of pay. If employees are required to work on any holiday scheduled in the approved school calendar, they shall receive their normal daily rate of pay in compensation for that day in addition to their holiday pay. Employees who are required to work on any holidays that are not scheduled on the approved calendar shall be paid at the rate of time and a half of their regular rate of pay.

4:9 **Service Recognition Pay**

~~a~~**1.** Service recognition pay will be paid to all bargaining unit employees in the active employment of the District based on the following table. For purposes of service recognition pay, seniority will be based on completed years of service as of August 31st in any calendar year. An employee who has worked at least ninety (90) days in a school year shall be considered to have completed one year of service. These payments shall be made as a separate, lump sum payment in the last paycheck in November. For part-time employees, service recognition pay will be prorated.

After ten (10) years seniority	\$ 750.00
After fifteen (15) years seniority	\$ 1,250.00
After twenty (20) years seniority	\$ 1,750.00

~~b~~**2.** If the execution of this Agreement occurs after the final November paycheck, eligible employees shall receive their service recognition (longevity) payment as a separate lump sum in the second payroll following the execution of the Agreement.

4:10 **ASLI National Interpreter Certification**

ASLI employees who are actively employed by the District and achieve and maintain the National Interpreter Certification shall receive an annual stipend in the amount of one-thousand dollars (\$1,000) to be paid in a separate, lump sum check in the first payroll in June.

ARTICLE V SUPPLEMENTAL BENEFITS

5:1 **Workers' Compensation Benefits**

Employees shall continue to be covered by the provisions of the New Hampshire Workers' Compensation Act.

5:2 **Supplemental Injury Benefits**

The following benefits shall be available only to employees in active employment who work a regular schedule of 30 or more hours per week during the school year and shall be paid only for those days when school is in session.

~~1~~**a.** An employee absent from work as the result of a work related injury or illness occurring during employment with the District, and who receives workers' compensation benefits, shall be paid by the District one-hundred percent (100%) of the difference between the employee's average daily wage as determined for the purpose of workers' compensation benefits, and the amount of daily workers' compensation benefits received by the employee for each day that school is in session;

~~2~~**b.** It is intended that no employee shall receive for each day of absence more than the amount of daily pay as determined for the purpose of workers' compensation benefits. Any excess amounts received shall be forthwith returned to the BOARD;

- ~~3.c.~~ Absences under this provision shall be charged to the employee's accumulated sick leave on the basis of one-half day sick leave deducted for each day of absence;
- ~~4.d.~~ This supplemental benefit shall cease upon the exhaustion of the employee's sick leave entitlements;
- ~~5.e.~~ An employee absent from work due to a work-related injury or illness, may be terminated by the District after the exhaustion of workers' compensation benefits, or one year, whichever is sooner. Upon medical certification that the employee is fully able to perform the employee's former job responsibilities, an employee, terminated under this section because of an absence of one year, shall be rehired for the next available similar position as that held by the employee at the time of termination, provided the employee is qualified for the position.

5:3 **Health Benefits**

~~1. The following benefits shall be available only to employees in active employment who work a regular schedule of 30 or more hours per week during the school year of employment. Employees will be eligible to enroll for coverage upon hiring and as soon as premiums begin.~~

~~The Board of Education shall provide, subject to the provisions of this Article, upon the request of an eligible employee, the contribution as defined in Section 5.3 (B), toward the premium of an individual plan, subject to plan approval, of one of the following, if available, or a comparable plan:~~

- ~~a. Point of Service Plan with benefits comparable to those currently provided;~~
- ~~b. HMO Plan; or~~
- ~~c. High Deductible Health Plan with Health Savings Account (HDHP w/HSA) with benefits comparable to those provided;~~
- ~~d. The Board may make additional plans available to members with benefit levels and premium cost sharing determined by the Board in its sole discretion.~~

~~One such plan for the duration of this contract shall be a high deductible plan that meets the requirements of the Affordable Care Act.~~

~~The option of the health care plan is at the sole discretion of the City. It is agreed by all parties concerned that the City reserves and shall have the right to change insurance carriers provided the benefits to participants are comparable and the city elects the least expensive plan available to provide such benefits.~~

~~Should the City determine that it is in the best interests of the City to offer a "comparable" plan to either option "a", "b" or "c", it shall provide at least one hundred twenty (120) days prior written notice to the Union and documentation of the cost to members and the benefits that will be provided under the comparable plan. Should the Union determine that the proposed plan is not comparable, the grievance shall not be subject to the grievance procedure and shall be submitted directly for arbitration no later than thirty (30) days after the Union is notified of the proposed change to the comparable plan. The grievance shall be heard in an expedited~~

manner. The decision of the arbitrator shall be binding on both parties.

~~For the duration of this Agreement, either party to the Agreement may request that a joint labor/management committee be convened to consider the performance of the aforementioned plans and any changes thereto.~~

~~The Nashua School Board and the Nashua Teachers' Union mutually agree that the Unit will actively and in good faith pursue with the City of Nashua, alternative models of health care plans, policies, and structure that meet both the City's goal of reducing and/or containing health insurance costs and that meet the health care needs of City employees.~~

~~The City's New HMO Plan shall have the following co-pays and deductibles:~~

- ~~a. Twenty-Five Dollars (\$25.00) per medical visit;~~
- ~~b. One Hundred Dollars (\$100.00) per emergency room visit;~~
- ~~c. One Thousand Five Hundred Dollars (\$1,500.00) Per Person, Three Thousand Dollars (\$3,000.00) Per 2 person/Family Inpatient/Outpatient Facility Deductible, and~~
- ~~d. Three Tier Pharmacy Benefit of \$10/\$30/\$50 (\$20/\$60/\$100 Mail Order).~~

~~Anthem HDHP w/Health Savings Account (HSA)~~

- ~~1. Include commitment to \$1,500 Single and \$3,000 contribution to the HSA.~~
- ~~2. Include prorating of HSA contribution based upon enrollment date — Employees who join the HDHP w/HSA at any time other than July 1 will receive a pro-rated City contribution of \$125 monthly for a single plan and \$250 monthly for 2-person or family plan for each full month remaining in that fiscal year; except that newly eligible teachers who enroll on October 1 will receive the full contribution.~~
- ~~3. Include disbursement of HSA contribution in two installments (July and October). The Board's HSA contribution will be distributed in two (2) installments, one on or about July 1 and one on or about October 1, provided that if an employee is required to pay more towards his/her deductible than the initial 50% contribution, upon presentation of suitable documentation, the City will contribute the remaining 50% before October 1.~~

~~Any eligible member of the bargaining unit requesting initial membership in a plan may enter during a specified enrollment period. Any eligible member desiring to select a different plan may make such a change only during the annual enrollment period. Eligible members moving into or out of an HMO or Point-of-Service Plan service area may change plans within a specified period after such move to the extent permitted by the plans.~~

- ~~2. The Board shall contribute 80% of the premium for the single person plan for all insurance plans offered and for all eligible employees regardless of years of experience. Employees choosing 2-person or family coverage plans will only be credited for the 80% of the single person premium.~~

~~— An employee shall become eligible for the group health insurance benefits on the first of the month following the conclusion of the eligibility period as defined in Section 5.3 (A) subject to plan approval.~~

~~All other employees of this Bargaining Unit not eligible for insurance as defined in Section 5:3 (A) will be accorded the group rates of this Bargaining Unit for their own purchase if allowed by the Carrier and if available through the City of Nashua. Employees paying for these healthcare premiums out of pocket shall do so in a timely basis.~~

The District shall provide, upon the request of a Family Engagement Coordinator and Sign Language Interpreters, the benefits of an individual, two (2) person or family coverage under one of the following plans offered by the Board of Education, or a comparable plan as determined by the Board:

- a. Point-of-Service (POS) Plan;
- b. HMO Plan; or
- c. High Deductible Health Plan (HDHP) with Health Savings Account (HSA);
- d. High Deductible Health Plan without Health Savings Account (HSA)

Health care plan options are at the sole discretion of the Board, and the Board reserves the right to change a health insurance carrier providing comparable benefits. The District shall have the right to provide prescription benefits through a separate provider managed by a pharmacy benefits manager.

Any Family Engagement Coordinator and Sign Language Interpreters requesting initial membership in a plan may enter during a specified enrollment period. Any eligible Family Engagement Coordinator and Sign Language Interpreters desiring to select a different plan may make such a change only during the annual enrollment period or a qualifying event.

The group health insurance of any Family Engagement Coordinator and Sign Language Interpreters terminating employment with the District for whatever reason resignation, retirement, lay-off, discharge or unpaid leave of absence other than sick leave shall expire on the last day of the month following the month the Family Engagement Coordinator or Sign Language Interpreter terminates employment with the District.

The District shall contribute seventy (70%) of the premium for a point-of-service plan, and eighty (80%) of the premium for an HMO and High Deductible plans. All plans offered by the district shall have the following co-pays and deductibles:

The following co-pays and deductibles below will become effective on July 1, 2022:

- a. Twenty-five Dollars (\$25.00) per medical visit;
- b. One Hundred Dollars (\$100.00) per emergency room visit;
- c. One Thousand Five Hundred Dollars (\$1500.00) per person, Three Thousand Dollars (\$3000.00) per two (2) person/family Inpatient/Outpatient Facility Deductible; and
- d. Three (3) Tier Pharmacy Benefit of ten dollars (\$10)/thirty dollars (\$30)/fifty dollars (\$50). Mail order: twenty dollars (\$20)/sixty dollars (\$60)/one hundred dollars (\$100).

Anthem HDHP with Health Savings Account (HSA):

- e. Deductibles for the HDHP are two thousand dollars (\$2,000) single and four thousand dollars (\$4,000) two person/family;

- f. Annual - one thousand five hundred dollars (\$1,500) single and \$3,000 (two-person/family) contribution to the HSA;
- g. Prorating of HSA contribution based upon enrollment date – Employees who join the HDHP with HSA at any time other than July 1 will receive a pro-rated city contribution of one hundred twenty-five dollars (\$125) monthly for a single plan and two hundred fifty dollars (\$250) monthly for two (2) person or family plan for each full month remaining in that fiscal year.
- h. Annual disbursement of HSA contribution in two (2) installments (July and October) – The Board's contribution will be distributed in two (2) installments, one on or about July 1 and one on or about October 1, provided however that if an employee is required to pay more towards his/her deductible than the initial fifty percent (50%) contribution, upon presentation of suitable documentation, the City will contribute the remaining fifty (50%) before October 1.

Specific provisions of each plan, including pharmacy benefits, will be provided to each employee at the time of hire, upon request, or in advance of any changes to the benefits provided by a plan.

The parties agree to reopen the contract only on the issue of health insurance in the event that the Cadillac Tax is ever implemented.

The BOARD's contribution for part-time employees shall be fifty percent (50%) of the contribution made for fulltime employees who are scheduled to work twenty (20) hours per week and one hundred percent (100%) for employees who are scheduled to work thirty hours per week, with the Board's contribution prorated for employees working between twenty (20) and thirty (30) hours per week. Health insurance is not available for employees working less than twenty (20) hours per week.

Specific provisions of each plan, including pharmacy benefits, will be provided to each employee at the time of hire, upon request, or in advance of any changes to the benefits provided by a plan.

5.4 Dental Insurance

The BOARD agrees to provide, at no cost to the employee, single person dental coverage for the employees who work a regular schedule of 30 or more hours per week commencing on the first day of the next month if hired by the 15th of the month. If hired after the 15th of the month, then coverage shall commence on the first calendar day of the month occurring after 28 days have elapsed since the date of hire into the bargaining unit. The dental plan to be provided shall be the Northeast Delta Dental Plan which provides the following: Coverage A (100% diagnostic and preventive care); Coverage B (85% for basic restorative care for fillings, extractions, root canal therapy, periodontal treatment, repair of a removable denture, emergency palliative treatment); Coverage C (70% coverage for Major Restorative Care for removable and fixed partial dentures (bridge); complete dentures; rebase and relined dentures, crowns, onlays and implants). The total coverage per contract year is a maximum of \$1,500 per person for coverage A, B and C with no annual deductible. Additional coverage for the two-person or family plans may be purchased by the employee at his/her own expense. Current employees who receive two-person or family dental insurance paid by the District shall continue to do so.

5.5 Life Insurance

Upon completion of the probationary period, the District shall provide, at no cost to the employee, a life insurance policy at one (1) times an employee's salary who annually work 30 or more hours per week or more during the school year.

5.6 **Vision Insurance**

The District shall provide upon the request of the employee working fifteen (15) hours or more per week, at no cost to the employee, vision coverage for a single, two-person, or family plan.

5.8 **New Hampshire Retirement System**

Employees shall be subject to the provisions of the New Hampshire Retirement System.

**ARTICLE VI
LEAVES OF ABSENCE**

The following benefits shall be available only to employees who work a regular schedule of 30 or more hours per week during the school year and who have completed thirty (30) days of employment.

6:1 **Sick Leave**

1. Employees who work a regular schedule of thirty (30) or more hours per week during the school year shall be entitled to sick leave of 11 days without loss of pay. Each eligible employee's sick leave shall be accumulative to a total of 140 days. Each eligible employee having worked at least one complete school year in the Nashua School District may maintain sick leave and carry-over their accrued time. Regardless of the amount of hours worked, any unused accrued sick leave is retained by the employee when changing positions. Employees starting mid-year will have their sick days pro-rated in the first year.

Employees who work a regular schedule of less than thirty (30) or more hours per week during the school year shall be entitled to the following number of sick days:

Twenty-four (24) to less than thirty (30) hours per week: 8 sick days
Twenty (20) to less than twenty-four (24) hours per week: 6.67 sick days
Fifteen (15) to less than twenty (20) hours per week: 5 sick days
Twelve (12) to less than fifteen (15) hours per week: 4 sick days
Ten (10) to less than twelve (12) hours per week: 3.33 sick days

Employees working less than 30 hours per week during the school year may accumulate sick leave to a total of 50 days. Each eligible employee having worked at least one complete school year in the Nashua School District may maintain sick leave and carry-over their accrued time. If the employee moves to a position of thirty (30) hours or more per week during the school year, the sick leave shall be carried into the new position.

2. No sick leave payments shall be applied retroactively for unpaid leave taken during the probationary period.

3. The District agrees that each employee entitled to annual sick leave shall be notified at the beginning of each school year of the employee's accumulation to date. Balances provided on the employee's pay stub shall constitute notice.
4. Sick leave shall be allowed only in the case of necessity and actual sickness or disability of the employee, employee's spouse, domestic partner or the employee's dependent children, parents, or for the employee to take physical and dental examinations or other sickness prevention measures. In case of the serious illness or accident of the spouse of the employee, parents, or children of the employee, necessitating the employee's absence from work, the Principal, supervisor or designee may grant absence from work with sick pay up to the amount of annual and accumulated sick leave to which the employee is entitled. An employee shall be required to use sick leave for any FMLA qualifying event.
5. An employee must notify the Principal prior to starting time, in order to draw sick leave pay. In order to qualify for paid sick leave of five (5) consecutive days or more, the employee may be required to present a doctor's certificate or other satisfactory evidence to the Human Resources office, indicating the employee was unable to work due to sickness or injury during the period claimed. The exception shall be FMLA-qualifying circumstances that apply indicating a serious health condition of more than three calendar days or an overnight stay at the hospital. Board FMLA policy GCCBC will be followed.
6. The District may terminate any employee absent from work due to illness after exhaustion of benefits under Article VI, and exhaustion of authorized leave, upon the second (2nd) unexcused absence during the school year. An unexcused absence is when an employee is absent from school for any reason other than those specified in Article VI.
7. In the event a newly hired employee leaves the employ of the District within ten (10) months of being hired, and has taken sick leave before leaving the District's employ, that employee shall return to the District all pay received for sick leave taken in excess of those days which bear the same ratio to the annual sick leave authorized as the number of full months worked by the employee bears to ten.
8. Payment to employees working thirty (30) or more hours per week during the school year for time lost by reason of sick leave shall be made on the basis of the number of hours in the employee's regular daily work schedule. A deduction of one day from any sick leave to which the employee is entitled shall be made for each day of sick leave taken.
9. If an employee uses sick leave the day before school vacation or a holiday, the District can ask for a doctor's note. If no note is provided, the District has the right to discipline the employee.

6.2 **Sick Leave Bank**

- A. A Sick Leave Bank shall be established with an initial balance of forty-eight (48)¹ days, effective on the second Friday following final approval of the 2025–2028 Collective Bargaining Agreement between the Nashua Teachers’ Union, Units E and F, and the Board of Education of the City of Nashua.
- B. Sick Leave Bank Enrollment – 2025–2026 School Year:
1. For the 2025–2026 school year only, each member of the bargaining unit who elects to participate in the Sick Leave Bank shall contribute one (1) day of the member’s sick leave to the Bank as a condition of membership.
 2. All members shall be automatically enrolled in the Sick Leave Bank unless they elect to opt out.
 3. Members who do not wish to participate must complete and submit a Sick Leave Bank Unenrollment Form no later than: a. the third (3rd) Friday following final contract approval; or b. within thirty (30) calendar days of their first day of employment
 4. Sick Leave Bank replenishment shall occur on the fourth (4th) Friday following final contract approval.

¹ The District will provide the initial 48 days to the Sick Bank to support the transition from the Non-Affiliated Sick Bank to the Units E and F Sick Bank.

C. Sick Leave Bank Enrollment – 2026–2027 School Year and Beyond

~~a~~1. Beginning October 2, 2026, each member of the bargaining unit who elects to participate in the Sick Leave Bank shall contribute one (1) day of the member's sick leave as a condition of membership.

~~b~~2. All members shall be automatically enrolled in the Sick Leave Bank unless they elect to opt out.

~~c~~3. Members who do not wish to participate must complete and submit a Sick Leave Bank Unenrollment Form no later than:

- a. the first (1st) Friday in October of each school year; or
- b. within thirty (30) calendar days of their first day of employment.

~~d~~4. Sick Leave Bank replenishment shall occur on the first (1st) Friday in October of each school year.

~~e~~5. By September 1st of each school year, notice of replenishment shall be sent to all bargaining unit members. The notice shall include:

- a. the rules of the Sick Leave Bank;
- b. membership qualifications; and
- c. procedures for opting out.

D. A Sick Bank Leave replenishment shall not take place if the balance of the Sick Bank Leave is four times or greater than the number of eligible members in the unit.

E. Employees who are drawing days from the Sick Leave Bank at the time a call is made for replenishment of the bank will be continued as members of the bank. Interpreters who have exhausted their current and accumulated sick leave at the time a call is made for replenishment of the bank will be continued as members of the bank provided they agree to contribute a day to the bank on the first day of the new school year next following.

F. Employees returning from authorized leave during the time a call is made for replenishment of the bank and the deadline for making a contribution will have 30 calendar days from the date their employment resumes to opt out of contributing to the bank.

G. New hires will be informed of the Sick Leave Bank by the Human Resources Office at the time of their orientation interview provided, however, it shall be the responsibility of the interpreters to report to the Human Resources Office for such orientation interview. New hires shall automatically be enrolled into the Sick Leave Bank unless they opt out. New hires not wishing to participate shall complete a Sick Leave Bank Unenrollment form within 30 calendar days after their first day of employment to unenroll.

H. Employees who elect to opt out of their membership in the Sick Leave Bank may rejoin the bank by contributing one day of their accumulated sick leave to the bank within 30 calendar days of a call for replenishment of the bank only during the following times:

~~1~~a. As outlined in Articles 6:2B and 6:2C;

~~2~~b. If a replenishment is required at any other time as outlined in Article 6:2L.

- I. Contributing members may apply for withdrawal from the Sick Leave Bank for reasons of prolonged or continuing illness or incapacitating accident of the contributing member in accordance with the Sick Leave Bank rules. Approved Sick Leave Bank withdrawals may only begin upon depletion of accumulated sick leave.
- J. The operation of the bank and withdrawals therefrom shall be carried out by a Committee of two (2) employees selected by the UNION and one administrator selected by the Superintendent which shall furnish written records of deposits and withdrawals to the Superintendent. The Committee shall establish its rules, regulations, and forms and may require substantiating medical documents; and in all cases, the decision(s) rendered by the Committee shall be final and binding.
- K. The District shall provide to the Union the balance of the Sick Leave Bank on September 1st, December 1st, March 1st, and June 1st of each year. The Union shall have the right to request a balance of the Sick Leave Bank at any other time.
- L. Should replenishment be required at any other time during the school year, it shall be mutually agreed upon by the Union and the District. The process for an additional replenishment shall follow the process as outlined in Article 6:2C. The dates of additional replenishment shall be mutually agreed upon by the Union and the District.
- M. A special replenishment call allowing members to contribute multiple days to the Sick Leave Bank shall be permitted upon mutual agreement of the Union and the District. This special replenishment call shall not impact a member's membership in the Sick Leave Bank. This special replenishment shall only be permitted by current members of the Sick Leave Bank.
- N. A special replenishment of the employees' Sick Leave Bank shall be initiated if the balance falls to one-half or less of the total number of eligible unit members. The process for any additional replenishment shall adhere to the process as outlined in Article 6:2C. The dates for any additional replenishment shall be determined by mutual agreement between the Union and the District.
- O. Member Entitlement
 - 1. Upon the initial contribution of one (1) day to the Interpreters' Sick Leave Bank, each member shall be credited with four (4) Sick Leave Bank days.
 - 2. For each subsequent day contributed to the Interpreters' Sick Leave Bank, each participating member shall be credited with two (2) additional Sick Leave Bank days.
 - 3. Beginning with the 2026–2027 school year, each participating member shall be credited with five (5) Sick Leave Bank days for each year of employment in the Nashua School District.
 - 4. Total credited days shall not exceed 48 days.
- P. Under no circumstance will the Committee be permitted to award days from the sick bank if doing so would cause the balance of days in the sick bank to fall below zero.

6:3 Personal Leave

~~a.1.~~ Employees who work a regular schedule of thirty (30) or more hours per week during the school year and who have completed thirty (30) days of employment shall be entitled to non-accumulative leave of absence with full pay for the following reasons up to a maximum of three (3) days in any pupil school year. Employees starting mid-year with have their personal days pro-rated for the first year.

Employees who work a regular schedule of less than thirty (30) or more hours per week during the school year and who have completed thirty (30) days of employment shall be entitled to non-accumulative leave of absence with full pay for the following reasons up to a maximum of two (2) days in any pupil school year.

~~1.a.~~ Required appearance in court.

~~2.b.~~ Observance of a religious ceremony, religious tradition, or nationally recognized religious holiday of the religion practiced by the teacher.

~~3.c.~~ Personal business that cannot be accomplished outside of the school day.

~~b.2.~~ All leaves of absence referred to in Section 6:3 are subject to the following conditions:

~~1.a.~~ Except in emergency situations, at least forty-eight (48) hours' notice shall be given in requesting a personal day through the building principal. Lacking such notice, the absence will be considered unauthorized and the employee taking unauthorized leave will not be paid;

~~2.b.~~ The Principal may, if necessary and for valid reason, withhold approval of requests for personal leave;

~~3.c.~~ Employees requesting a personal day immediately preceding or following a holiday or vacation period must provide the Principal, or his/her designee, with the specific reason the personal day is being requested. No paid personal days will be granted for the aforementioned days for the exclusive purpose of extending the holiday or vacation period, or if the reason for which the day is requested could be scheduled on another day.

3. Personal leave days which are not used in any contract year will be added to the employee's accumulated sick leave balance as provided for in Section 6:1 of this agreement.
4. Employees utilizing personal leave on an early release day shall receive the employee's regular rate of pay based on the employee's regular workday.
5. Employees shall have the option to utilize their available personal leave days to receive compensation when school is closed for a full school day or due to delayed opening due to inclement weather. Such election shall be made within 24 hours of return to work through Kronos. See the Table in 7:5.4(A) for complete details, including other options.

6:4 **Bereavement Leave**

- a. Employees shall be granted, upon request, up to seven (7) days per occurrence in any school year for a death of a spouse, domestic partner, parent, or child(ren) or step-equivalents for which there shall be no deduction in pay. A deduction of one day shall be made from any bereavement leave to which the employee is entitled for each day used, except that employees utilizing bereavement leave on an early release day shall receive the employee's regular rate of pay based on the employee's regularly scheduled workday.
- b. Employees shall be granted, upon request, up to three (3) days per occurrence in any school year for a death of a member of the immediate family of an employee for which there shall be no deduction in pay. "Immediate family" shall include: brother, sister, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparents, and grandchildren. A deduction of one day shall be made from any bereavement leave to which the employee is entitled for each day used, except that employees utilizing bereavement leave on an early release day shall receive the employee's regular rate of pay based on the employee's regularly scheduled workday.
- c. Employees shall be granted, upon request, up to two (2) days for each death of a close relative of an employee for which there shall be no deduction in pay. "Close relative" shall include: aunt, uncle, niece, nephew, in-laws not included under (b) and close friends, provided the close friend lives in the employee's home. A deduction of one day shall be made from any bereavement leave to which the employee is entitled for each day used, except that employees utilizing bereavement leave on an early release day shall receive the employee's regular rate of pay based on the employee's regularly scheduled workday.
- d. Bereavement leave may be taken as follows:
 - a. All days contiguous to the death, or
 - b. Split the days between the death and the funeral/memorial service.
 - c. Non -school/workdays do not count towards bereavement.

6:5 **Release Time**

Up to a total of four (4) members of the Bargaining Units will be entitled to release time, as needed without loss of pay or loss of personal days, for the purpose of contract negotiations, mediation and fact-finding.

6:6 **Court Appearances**

An employee who is subpoenaed as a witness in a civil or criminal case, or who is called for service on a jury, will be granted the difference between the fee received for such service, excluding court reimbursement for mileage, meals and lodging, and the amount of earnings lost by reason of such service. Satisfactory evidence of the fee received, exclusive of mileage, meals and lodging reimbursement, must be submitted to the Payroll Office for the differential to be granted. Time paid under this Article 6:6 shall not be counted as time worked for purpose of computing overtime.

6:7 **Military Service**

Each employee shall be granted a leave of absence for military service, without pay, for the duration of compulsory service. An employee granted such a leave shall, upon return, receive active service credit and appropriate annual salary, including increases granted during the period of military service.

6.9 **Extended Leave**

- a. Employees who have completed the initial probationary period are eligible to receive a leave of absence for the extended illness of the employee, or the employee's spouse, children, mother, or father for a period of up to twelve (12) weeks or the amount of accrued leave available to the employee, whichever is greater. During the period of such leave, the employee shall be required to utilize all of the employee's accrued leave at the employee's discretion. Once the employee's accrued leave is exhausted, the leave shall be unpaid. At the discretion of the Superintendent, an extended leave in excess of twelve (12) weeks or the employee's accrued leave, whichever is greater, and up to twelve (12) months may be granted. Upon exhaustion of the employee's paid sick leave or personal days, the employee is not be eligible to receive any of the benefits contained in this Agreement but may continue to access insurance benefits at the employee's own expense. The employee shall not lose any seniority the employee has earned up to the date of the approved leave. The employee desiring to return from such extended leave shall be assigned to the next available vacancy for which the employee is qualified and be eligible for all benefits upon the employee's return to work.
- b. Employees who have completed the initial probationary period may apply for an unpaid extended leave of absence for purposes of rearing the employee's natural or legally adopted child for up to one (1) year. Such a leave is limited to the child's first two years of life. Alternatively, employees who have completed the initial probationary period may apply for an unpaid leave of absence for up to one (1) year to care for an individual for whom the employee serves as legal guardian. The employee is not eligible to receive any of the benefits contained in this Agreement but may continue to access insurance benefits at the employee's own expense through COBRA. The employee shall not lose any seniority the employee has earned up to the date of the approved leave. The employee desiring to return from such extended leave shall be assigned to the next available vacancy for which the employee is qualified and be eligible for all benefits upon the employee's return to work.
- c. An employee who is granted an extended leave of absence for the purpose of pursuing a teaching certification and who is then engaged, as part of his/her education program, to act as student teacher in the Nashua School District, will be permitted to remain an employee of the District and to receive insurance benefits through the District, with 100% of the cost of such insurance benefits being the responsibility of the employee.

ARTICLE VII WORKING CONDITIONS

7:1 Employment Status

- 1. All employees will keep their current assignment for the following year with the exception of the following:

- ~~1-a.~~ The employee is in their probationary period and is terminated.
- ~~2-b.~~ The employee is terminated under the provisions of Article 6:1.6.
- ~~3-c.~~ The employee is going through due process/disciplinary action.
- ~~4-d.~~ The Reduction-In-Force (RIF) language has been enacted.

- 2. The Administration shall notify employees of their tentative school assignments and their tentative duty assignments within the school for the coming school year by August 1.

- 3. During a planned reduction in staff, the following procedure will be used:

- a. Where possible, staff reductions will be accomplished through attrition in staff.
- b. In making involuntary staff reductions, the least senior employee within the designated area being reduced shall be laid off. If the employee in the position being reduced is not the least senior employee, the employee in the position being reduced shall be transferred to an available employee's position within the designated area. Such transferred employee shall serve a thirty (30) school day probationary period in the new position. If in the opinion of the building principal the employee is unable to perform satisfactorily in the new position, the employee will be placed in the recall pool. Before reaching a decision to displace a employee, the principal must meet with the employee to explain the reasons why the principal believes the work performance to be unsatisfactory. The reasons given by the principal shall not be arbitrary or capricious. The two designated areas, family and engagement coordinators and interpreters for the deaf and hard of hearing, shall be in accordance with Appendix C.
- c. When personnel are hired into designated areas previously reduced, preference will be given to personnel previously terminated under (b) above, within a designated area by order of seniority. If no employee is available for recall from within the designated area in which the vacancy exists, the District is not precluded, at its option, from hiring a employee in the recall pool from within another designated area.

All employees recalled under this Section 7:1.3(c) will serve a thirty (30) school-day probationary period in the new position.

If an employee in the recall pool declines an offered position twice, the employee will have no further recall rights.

Except as otherwise provided, recall rights will last a maximum of two (2) years from the date of layoff.

- d. If, in the opinion of the building principal, an employee under the provisions of this Section 7:1.3 is unable to perform satisfactorily in the new position to which the employee is

transferred or recalled, the employee shall be returned to the recall pool in the employee's original designated area. An employee who is deemed, in the opinion of a building Principal, to be unable to perform satisfactorily in three (3) assignments shall have no further recall rights.

•e. Within a designated area, transfer rights will be implemented before any recall rights. When crossing designated areas, recall rights will supersede transfer rights.

•4. No member of the Bargaining Unit shall be dismissed or disciplined except for just cause after having completed the probationary period associated with a position.

Disciplinary actions shall normally follow this order:

•a. Conversations about concerns

•b. Verbal Warning (documented that it happened on this day, regarding this subject, signatures of parties)

•c. Written Warning/Letter of Concern

•d. Suspension

•e. Termination

The District may deviate from the above when the severity of the offense warrants.

7:2 **Seniority**

When requested to take a different position, by the Administration, the employee shall retain seniority and accrued leave time.

7:3 **Evaluation**

1. All evaluations shall be made openly, and shall be made by the employee's Principal, Assistant Principal, or District Designee. The evaluation forms and procedures shall be posted on the District website at the start of each school year.
2. A copy of any written evaluation report, signed by the employee, shall be placed in the employee's personnel file and a copy given to the employee. The employee's signature shall not necessarily indicate agreement with the content of the report. The employee shall have the right to make a written reply which shall be attached to the evaluation report in the employee's personnel file. All evaluations will be reviewed, in person, with the employee by the person making the evaluation.

7:4 **Personnel Files**

~~(a)~~1. Each employee shall be entitled to knowledge of and access to supervisory records and reports of competence, personal character and efficiency maintained in the employee's personnel file with reference to evaluation of the employee's performance in the school district.

- ~~(b)~~2. Upon request, the Administration shall provide to each employee copies of the records described above.
- ~~(c)~~3. In the event that the Administration removes from the employee's file materials which it deems to be confidential, a dated notation will be placed in the file stating which materials have been removed.
- ~~(d)~~4. Upon 48-hours' notice, each employee shall have the right to review and reproduce material in the employee's personnel file.
- ~~(e)~~5. The employee shall have the right to answer any material filed and the answer shall be attached to the file copy. The answer shall be reviewed by the Superintendent, Assistant Superintendent or Supervisor.
- ~~(f)~~6. Reproductions of such material may be made by hand, or copying machine, if available.
- ~~(g)~~7. Any item contained in an employee's file to which an employee has not been given access shall not be utilized in any legal proceeding against the employee.
- ~~(h)~~8. An employee shall be given, upon request, a receipt for all transcripts, medical forms and all other material submitted to the Administration.

7:5 **Workday/Work Year**

1. The work year for family engagement coordinators shall consist of 199 days. These days shall include student days, one (1) day before the start of the student year, with the remaining days being worked immediately following the end of the school year (not later than one week after the student year), and prior to the beginning of the school year (not earlier than two (2) weeks) before the start of the student year as well as in-service days.
2. The work year for the interpreters shall be no less than 181 days, however, the employees may be required to attend up to three (3) in-service days.
3. New employees may be required to work one (1) additional day within five (5) days at the beginning of the pupil year. The NTU shall have a brief opportunity (15-20 minutes) to meet and greet new hires. Such employees will receive their regular daily rate of pay for attendance at the workshop.

In the event of a potential shortened pupil year, the parties agree to negotiate and seek mutual agreement and ratification of an agreement on work assignments, professional development or other activities to be carried out by employees to complete the work year defined in Article 7:5.1. Notice of intent to negotiate must be communicated to the NTU by the District no later than March 15 of the current school year to provide adequate time for negotiation and ratification.

4. Employees shall make themselves reasonably available, which includes sporting events and extracurricular activities, for meetings which extend beyond their regular work day, at the request of the appropriate Assistant Superintendent, or for emergencies which extend beyond

their regular work schedule, at the request of the building Principal. Except in emergencies, forty-eight (48) hours' notice shall be given to employees of times when they are expected to be available beyond their regular work schedule. Employees shall be paid for any such time worked which extends beyond their regular work schedule at their regular hourly rate of pay or, as applicable, in accordance with Article 4:5. When an employee is scheduled for an activity or event which does not start immediately at the conclusion of the employee's work day and less than two (2) hours until the activity commences, the employee shall be paid for all time until the activity or event commences and until the conclusion of the event.

Employees will be paid one and one half (1 ½) times their regular hourly rate of pay for all hours worked over forty (40) in a week.

Without prior approval to the contrary, Family Engagement Coordinators are expected to work no more than thirty-five (35) hours per week. Family Engagement Coordinators may be assigned additional work outside their normal working hours. When such additional work assignments are made, at least forty-eight (48) hours prior notice will be provided except in case of emergency. When such additional work assignments are made, Family Engagement Coordinators will be expected to adjust the rest of their weekly work schedule to ensure that they do not work more than thirty-five (35) hours per week.

Interpreters will be regularly scheduled to work thirty-five (35) hours per week. Interpreters may be assigned additional work outside their normal working hours. When such additional work assignments are made, at least forty-eight (48) hours prior notice will be provided except in case of emergency. When any such additional work assignment begins less than two (2) hours after the conclusion of the Interpreter's regular workday, preventing the Interpreter from going home between the end of their workday and the start of the additional work assignment, the time between the end of the Interpreter's workday and the beginning of the additional work assignment will be considered time worked.

(A) Employees shall be required to work their regular work schedule unless on leave pursuant to this agreement or except as provided in the below chart:

CANCELLED OR TRUNCATED DAY		
	Type of Abbreviated/Cancelled Day	Employee Options
A.	Entire day cancelled	Use personal leave in order to be paid
B.	Delayed Opening or Early Dismissal	Leave on a dismissal day or arrive with school delay and paid only for hours worked
		Leave on a dismissal day or arrive with school delay and use personal time to be paid a regular day

In extenuating circumstances, the Superintendent may waive the requirement to use personal time and instead pay for the missed work time.

5. Each member of the bargaining unit shall be entitled to a thirty (30) minute paid lunch break.
6. Any employee who, on the date of the signing of this Agreement, is working a regular schedule of thirty (30) or more hours per week during the school year, and, whose regular work schedule is involuntarily reduced below 30 or more hours per school week, shall continue to receive those specific benefits set forth in writing in this Agreement to which that employee would have been entitled had he or she continued to have a regular work schedule of thirty (30) or more hours per week during the school year.
7. Employees, at their discretion, shall be compensated to work additional time of one-hour (60 minutes) per week for work-related matters and/or access a computer for online work. The employee at his/her discretion may complete these tasks in two (2) thirty-minute or a one (1) hour increment(s) per week. The work shall be completed at school and adjacent to the workday.
8. In order to mitigate interpreter fatigue and maintain the accuracy of their communications, the District will strive to assign American Sign Language (ASL) Interpreters in teams of two or provide a minimum break of fifteen (15) consecutive minutes after interpreting for any continuous period exceeding forty-five (45) minutes.

7:6 **Discrimination**

There shall be no discrimination against any employee because of the employee's Union activities or because of the employee's membership in the Union, or because of the filing of any grievance under this contract.

7:7 **Job Descriptions**

- ~~1.~~ Job descriptions shall be provided for all positions as designated in Appendix C. The Union shall be provided a draft copy of a job description for any new position or any modified job description for an existing position. The Union shall be provided the opportunity to comment on new or modified job descriptions prior to their implementation.

7:8 **Rules, Regulations and Policies**

1. There shall be a complete copy of the Rules, Regulations and Policies of the Board of Education, made available for access at each school building with new items added as they are promulgated by the BOARD.
2. It is agreed that all Building Representatives now have a complete copy of the Rules, Regulations and Policies of the Board of Education, and the Administration shall provide them with all new items as they are added.

7:9 **Health and Safety**

The BOARD agrees to provide a safe and healthy working environment. There shall be Union Representation from each Unit E and F on the Joint Loss Safety Committee. The Committee will be utilized to address any such concerns.

ARTICLE VIII
TRANSFERS, VACANCIES AND PROMOTIONS

8:1 Transfers

1. Any employee who desires a change in duty or building assignment may request a transfer at any point in the school year by applying for the position.
2. In making transfers and filling new positions, a candidate's area of competence, quality of performance, the needs of the system, seniority and a candidate's wishes will be considered.
3. Other transfers:
 - ~~4.a.~~ Involuntary transfer with an assigned student to another school.
 - ~~5.b.~~ A voluntary transfer due to specific qualifications of the employee that are needed at another school.
 - ~~6.c.~~ As an accommodation under the American with Disabilities Act (ADA).
- ~~7.4.~~ An employee who has been involuntarily transferred and objects to the transfer may request a meeting of the employee, Superintendent or designee, and a Union representative. The Superintendent or designee will meet with the employee and/or Union representative to discuss the transfer.

8:2 Vacancy List

A list of known vacancies for the following school year will be posted annually by June 1st. The listing will include, to the extent known, new positions, and openings occasioned by the retirement/resignation of personnel. Employees desiring to be considered for such positions will submit a letter to the Superintendent within five (5) calendar days of the posting date.

New positions authorized after the aforementioned posting will be posted for five (5) calendar days. Employees desiring to be considered for such positions will submit a letter to the Superintendent within five (5) calendar days of the posting date.

Nothing contained in this section precludes additional listings, partial or total, at other times during the year. A copy of all listings will be sent to the Union office.

All vacancies in the bargaining unit shall be posted on the District website for a minimum of five (5) days and until the position is filled. Employees desiring to be considered for such positions shall apply through the online application process. A copy of each listing will be emailed to the Union office.

8:3 Promotions

Any employee who wishes to be considered for appointment to another district position shall apply through the Human Resources online application system as an internal candidate.

8:4 Qualifications

In making promotions, a candidate's area of competence, quality of performance within and outside the system, the needs of the system, seniority, and a candidate's wishes will be considered.

8:5 Probation and Transfer Rights

1. Probation

~~2.a.~~ All newly hired personnel, and all employees assuming a new position, shall be obliged to serve a probationary period.

~~3.b.~~ The probationary period for all newly hired personnel will be ninety (90) calendar days with a written evaluation completed by the end of this period. The probationary period for all employees assuming a new position within this Bargaining Unit shall be forty-five (45) calendar days of active employment as defined herein. The District may extend the probationary period up to the amount of authorized paid leave or sick leave taken by a probationary employee.

~~4.c.~~ The District may terminate a newly hired person from employment within the ninety (90) calendar day probationary period of active employment. Terminations under this paragraph shall not be grievable.

~~5.d.~~ A newly hired probationary employee who is transferred or promoted to a different position within or outside the Bargaining Unit, prior to completing the initial ninety (90) calendar day probationary period, shall complete the entire probationary period, if any, associated with the position to which the employee is transferred or promoted, and shall be entitled to benefits, if eligible, notwithstanding the fact that active employment may have been served in more than one position.

~~6.2.~~ A member of the Bargaining Unit who has successfully completed the initial probationary period and who is transferred or promoted to a different position of employment within or outside the Bargaining Unit shall be obliged to serve an additional probationary period, if any, associated with the new position, provided, however, that the employee shall be entitled to any benefits associated with the position immediately upon assuming the position.

~~7.3.~~ A member of the Bargaining Unit who has successfully completed the initial probationary period and who is transferred or promoted to a different position of employment within or outside the Bargaining Unit, shall retain all accumulations of leave accrued while a member of the Bargaining Unit, provided that such accruals shall not exceed the maximum amount of accruals that are allowed to a person holding the position to which the employee is transferred or promoted. In the event there is an excess of accruals, the amount of accruals allowed to be retained shall be the same as the maximum amount of accruals allowed to a person holding the position to which the employee is transferred or promoted. In the event the amount of accruals is less than the amount allowed to a person holding the position to which the employee is transferred or promoted, the employee may continue to accrue such benefits as are allowed to a person holding that position up to the maximum amount allowed for that position.

~~8.4.~~ In the event a present member of the Bargaining Unit is transferred or promoted to a position within the Bargaining Unit, the District, at its sole discretion, may, within 30 school days

from the effective date of the transfer or promotion, transfer the employee to the employee's former position or to another position which has the same grade and pay rate as the position from which the employee was first transferred or promoted. The thirty (30) day period may be extended as provided in 8:5.1.b. *Transfers* under this paragraph shall not be grievable.

ARTICLE IX UNION REPRESENTATIVES

9:1 Official List of Nashua Teachers' Union Representatives

The UNION shall furnish the BOARD with a list of its officers and authorized building representatives, and shall, as soon as possible, notify the BOARD, in writing, of any changes. No UNION Representative shall be recognized by the BOARD except those designated in writing by the UNION.

ARTICLE X UNION PRIVILEGES AND RESPONSIBILITIES

10:1 Fair Practices

As exclusive representative, the UNION shall not preclude from membership any person in the Unit described in ARTICLE I. The UNION will represent equally all persons described in ARTICLE I without regard to membership in, participation, or activities in the UNION.

10:2 Recognition of Local Organization Representative

The Principal shall recognize the UNION building representative as the official representative of the local organization in the schools.

10:3 Distribution of Materials - Mail Boxes

Officers or officials of recognized employee organizations shall have the right to reasonably use the school mailboxes for distribution of organizational material provided such materials are in good taste and provided that such materials shall not include campaign organization material related to local, state, or national political matters. Each school shall have a single mailbox for the use of all Unit E and F employees in the building.

10:4 School Meetings

The authorized representative of the UNION shall have the right to schedule UNION meetings in the building before or after regular class hours, and during lunch time of the employees involved. Such meeting shall not in any manner disrupt the normal operation of the school and shall be subject to prior approval of the building Principal.

10:5 **No Local Organization Activity on School Time**

Except as provided herein, the UNION agrees that no employee will engage in Union activity while on duty.

10:6 **Protection of Individual and Group Rights**

Nothing contained herein shall be construed to prevent the BOARD, a member of the BOARD or its designated representatives from meeting with any employee for expression of the employee's views. In the area of this Agreement, and for the term hereof, no changes or modifications shall be made except through negotiations with the UNION. Nothing contained herein shall be construed to permit an organization, other than the UNION, to appear in an official capacity in the processing of a grievance. Nothing contained herein shall be construed to prevent any employee from informally discussing any dispute with an immediate superior or processing a grievance on the employee's own behalf in accordance with the Grievance Procedure heretofore set forth in Article III.

10:7 **Information**

1. The BOARD shall make available to the UNION, upon its request, any and all available information in the public domain, such as statistics and records relevant to negotiations, or necessary for the proper enforcement of the terms of this Agreement.
2. If the public agenda of a BOARD meeting has been prepared twenty-four (24) hours in advance of such BOARD meeting, it shall be made available to the President of the UNION.
3. A copy of the minutes of all BOARD meetings shall be made available to the President of the UNION.

10:8 **Faculty Bulletin Board Use**

The UNION shall be permitted to post UNION related notices and other materials on the faculty bulletin board provided the notices are in good taste and provided that such materials shall not include campaign organization material related to local, state, or national political matters.

10:9 **Leave For Union Business**

1. The President of the Union or his/her designee may be granted time off with pay for the purpose of attending NTU business meetings, training sessions, or attending legislative hearings or sessions. The total number of days used for this purpose shall not annually exceed five (5) days. Notice shall be provided to the Principal at least five (5) school days in advance of such absence. The days must be used in full-day increments.
2. The President of the UNION, upon request, shall be granted either a reduced schedule of 50% that of a full-time employee, or a leave of absence. A request for such reduced schedule, or leave of absence, must be made no later than June 15 of the school year prior to the school year for which the request is effective.

Arrangements for the reduced employee schedule are to be made between the Union and the District Administration and approved by the Superintendent.

3. In the case of the reduced employee schedule, salary and benefits paid by the District shall be in accordance with the provisions for part-time employees.

For the first two (2) consecutive years of a reduced employee schedule, the President, for the purpose of seniority, will receive full-year credit annually. After the first two (2) consecutive years, the President will be credited for seniority on the same basis as part-time employees.

4. In the case of a leave of absence, the District shall not be liable for any salary or benefit costs. Insurances may be extended at the President's expense to the extent mandated by State and Federal law. The President, at the President's expense, may maintain enrollment in the City of Nashua's Group Health Insurance for the first two (2) years of a leave of absence, if so allowed by the insurance carrier.

For the first two (2) consecutive years of a leave of absence, the President shall retain all rights to the employee position the President formerly held. The provisions of Articles 7:1 Employment Status and 8:1 Transfers shall apply to the extent they may impact on said rights. Upon a request to return from a leave of absence which extends beyond two (2) consecutive years, the President shall be assigned the next available position for which the President is certified and qualified.

The President shall continue to accrue seniority for the first two (2) consecutive years of a leave of absence pursuant to the provisions of this article.

The District shall have no obligation to make a contribution to the New Hampshire Retirement System on behalf of the President while on leave, unless a contribution is mandated by the System or by other provisions of State Law.

10:10 **AFT Conference Attendance**

Up to three (3) days of paid professional leave will be granted to two (2) employees designated by the President of the Union for the purpose of attending any conference at no additional cost to the District. There is a limit of six days in any year. If more than one employee is attending the conference, the NTU President will select employees in different schools and different tiers. In order to share information from the Conference, upon request by an Assistant Superintendent, the employee so designated shall conduct a workshop, prepare a report for distribution, or engage in equivalent activity designed to communicate the information to other employees when deemed appropriate by the NTU President.

ARTICLE XI RESOLUTION OF DIFFERENCES BY PEACEFUL MEANS

The Nashua Teachers' Union and the School Board agree that differences between the parties shall be settled by peaceful means as provided within this Agreement. The Nashua Teachers' Union, in consideration of the value of this Agreement and its terms and conditions, will not

engage in, instigate or condone any strike, work stoppage or any concerted refusal to perform normal work duties on the part of any employee covered by this Agreement for the duration of this Agreement.

ARTICLE XII CONFORMITY TO LAW AND SAVING CLAUSE

If any provision of this Agreement is or shall at any time be determined contrary to law by a court of competent jurisdiction, then such provision shall not be applicable or performed or enforced except to the extent permitted by law. In the event that any provision of this Agreement is or shall at any time be determined to be contrary to law by a court of competent jurisdiction, all other provisions of this Agreement shall continue in effect.

ARTICLE XIII MISCELLANEOUS PROVISIONS

13:1 Adherence to Rules, Regulations, Policies and Provisions

It is understood that, for the duration of this Agreement, employees shall continue to serve under the direction of the Superintendent of Schools and in accordance with School Board policies and administrative rules, regulations and the provisions of this Agreement.

13:2 Expenses of Printing and Distributing Agreement

This agreement will be made available electronically via the school district website.

13:3 Meetings

Meetings shall be held, as deemed necessary by either party, during the school year with the Superintendent and UNION President to discuss matters of concern to both parties. These meetings shall be held at a mutually agreeable time and place. The UNION President and the Superintendent shall determine the representative who will attend the meeting for their respective parties. Whenever possible, the parties should exchange notice of the subject matters they wish to discuss.

13:4 Management Rights

The UNION recognizes the following responsibilities, rights, authority, and duties of the Nashua School Board, except as they are modified by provision of this Agreement. The BOARD hereby retains and reserves unto itself, without limitations, all power, rights, authority, duties and responsibilities conferred upon and vested in it by the Law and Constitution of the State of New Hampshire, and of the Charter of the City of Nashua:

1. To the executive management and administrative control of the School System and its properties and facilities;

2. To hire, promote, transfer, assign and retain employees in positions with the Nashua School System and to suspend, demote, discharge or take other disciplinary action against employees for just cause, to relieve employees from duty because of lack of work or other legitimate reasons;
3. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational social events for the students, all as deemed necessary or advisable by the BOARD;
4. To decide upon the basic means and methods of instruction and the duties, responsibilities, and assignments of employees with respect thereto, and with respect to administrative, instructional and non-instructional activities, and the terms and conditions of employment.

13:5 Being a mutual Agreement, this instrument may be amended at any time by mutual consent.

13:6 The Agreement expressed herein, in writing, constitutes the entire Agreement between the parties, and no oral statement shall add to or supersede any of its provisions.

ARTICLE XIV DURATION OF AGREEMENT

14:1 The provisions of this Agreement, unless otherwise specified, shall become effective as of July 1, 2025, and shall continue and remain in full force and effect to and including June 30, 2028, when it shall expire, unless an extension is agreed to by both parties and expressed in writing prior to such date. The BOARD and the UNION agree to begin negotiations of a successor Agreement concerning wages, hours, and other terms and conditions of employment no later than February 1, 2028.

14:2 IN WITNESS WHEREOF the parties hereto have caused this Agreement to be signed by their respective Presidents, attested by their respective Secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

NASHUA BOARD OF EDUCATION

NASHUA TEACHERS UNION
LOCAL 1044 AFL CIO

BY _____
Jennifer Bishop, Board of Education

BY _____
Gary Hoffman, President

Dated _____

Dated _____

BY _____
Regan Lamphier, Clerk

BY _____
Patrick Johnson, Secretary

Dated _____

Dated _____

APPENDIX A
SALARY CLASSIFICATIONS

Salaries are paid in accordance with the following two pay classifications:

- I. Family Engagement Coordinators
- II. Interpreters

**APPENDIX B
SALARY SCHEDULES**

AMERICAN SIGN LANGUAGE INTERPRETERS				
	2024-25	2025-26	2026-27	2027-28
STEP 1	\$30.50	\$32.00	\$32.32	\$32.64
STEP 2		\$32.64	\$32.97	\$33.30
STEP 3		\$33.29	\$33.63	\$33.96
STEP 4		\$33.96	\$34.30	\$34.64
STEP 5		\$34.64	\$34.98	\$35.33
STEP 6		\$35.33	\$35.68	\$36.04
STEP 7		\$36.04	\$36.40	\$36.76
STEP 8		\$36.76	\$37.13	\$37.50
STEP 9		\$37.49	\$37.87	\$38.25
STEP 10		\$38.24	\$38.63	\$39.01

FAMILY ENGAGEMENT COORDINATORS				
	2024-25	2025-26	2026-27	2027-28
STEP 1	\$32.30	\$33.27	\$33.93	\$34.61
STEP 2		\$33.60	\$34.27	\$34.96
STEP 3		\$33.94	\$34.62	\$35.31
STEP 4		\$34.28	\$34.96	\$35.66
STEP 5		\$34.62	\$35.31	\$36.02

APPENDIX C DESIGNATED AREAS

| ~~A-I.~~ Family Engagement Coordinators

| ~~B-II.~~ ASLI Interpreters



APPENDIX D
UNITS E AND F
PAYROLL DEDUCTION AUTHORIZATION

PLEASE PRINT

Last Name: _____ **First Name:** _____ **M.I.:** _____

Address: _____

Street

City

State

Zip Code

Home Phone

Cell Phone

Home/Non-School Email Address

School: _____ **Date:** _____

TO NASHUA BOARD OF EDUCATION:

I hereby authorize you to deduct UNION dues from my earnings with the next paycheck and continuing in equal installments in an amount equal to the UNION dues as set by the membership in accordance with provisions of the Constitution of the Nashua Teachers' Union. This amount shall be paid the Treasurer of the Nashua Teachers' Union, Local 1044, AFT, AFT-NH, AFL-CIO. This authority shall remain in full force and effect for all purposes while I am employed in this school system, or until revoked by me in writing between September 1st and September 15th of any given year.

EMPLOYEE SIGNATURE

Return this form to:

Nashua Teachers' Union

7C Taggart Drive

Nashua, NH 03060

Due, contributions, or gifts to the Nashua Teachers' Union are not deductible as charitable contributions for federal income tax purposes. Dues paid to the Nashua Teachers' Union, however, may qualify as business expenses, and may be deductible in limited circumstances subject to various restrictions imposed by the Internal Revenue Code.

**RATIFICATION/APPROVAL
PROCESS AND APPLICATION OF BENEFITS**

The Nashua Board of Education and the Nashua Teachers' Union mutually agree that the Board of Education's ratification of their Agreement for Unit B dated July 1, 2025 through June 30, 2028, is subject to Aldermanic approval of the cost thereof and Aldermanic appropriation of sufficient funds in addition to those contained in the City of Nashua approved budgets and contingency accounts as adjusted, and the transfer of all of said funds to the Board of Education thereby permitting it to fund the referenced Agreement. Failing such appropriation and transfer, the Agreement shall be null and void and the parties shall continue to negotiate a successor agreement as provided by law.

Date: _____

Jennifer Bishop
Nashua Board of Education

Gary Hoffman, President
Nashua Teachers' Union



Please provide your feedback about the options (specify the option letter, when relevant)

Open text poll



7 responses



6 participants



Anonymous

My suggestion is to roughly break down the costs yearly. I think most people cannot wrap their head around those huge numbers even though you kept saying 10 years... Also with our current state politics and funding have we looked into grant options to help build these facilities. Corporate sponsors like BAE to help with engineering labs... Biotech companies for labs... We need better facilities. New facilities



Anonymous

Re title 1 funds, many of the schools are title schools.



Alex Homola

What about title 1 funds??



Anonymous

I think it's very clear that we need to reimagine our portfolio of buildings. They are assets for

Community Forum #2

Nashua School District

Facilities Master Plan

February 3, 2026



Harriman



Agenda

1. **Overview of Master Plan**
2. **Summary of Community Forum #1**
3. **Decision Making Criteria**
4. **Options Considered**
 - What has been removed and why?
5. **Community Feedback**
6. **Next Steps**

Overview of Master Plan

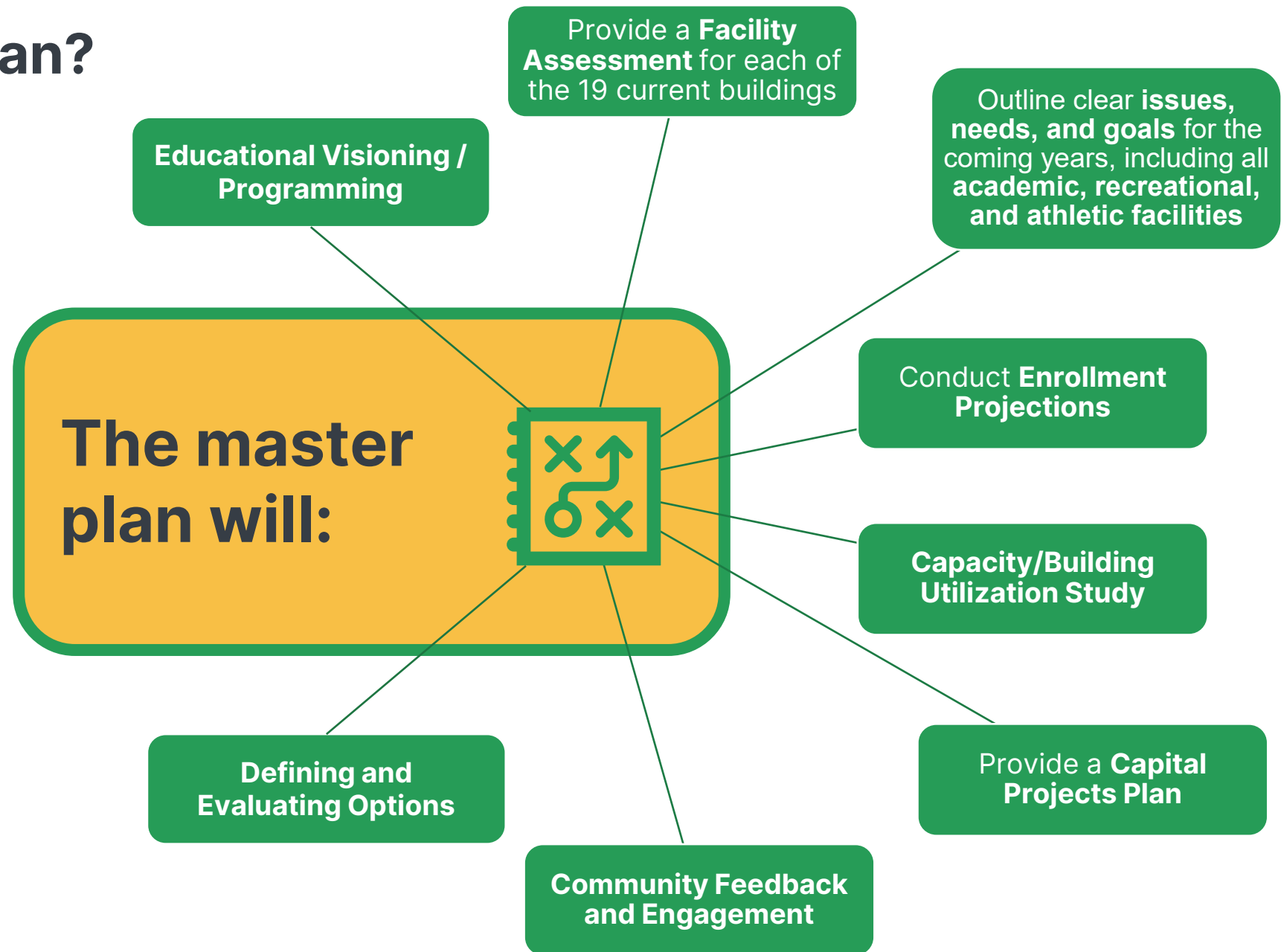
1

What is a Master Plan?

Districts create master plans to guide long-term decisions. It highlights needed facility updates and budget considerations so you can plan projects intentionally and use funding wisely.

With a solid master plan, your district can tackle immediate needs while staying focused on long-term goals for students, staff, and the community.

The purpose of the Long-Range Facilities Master Plan is to provide a **valuable fact-based planning tool** for future facility related decision making that will be **consistent with and supportive of the District's academic mission.**



Goals: What Defines a Successful NSD Facility Master Plan?

3 Major Categories of a Successful Master Plan Study were Identified

Address Building Needs



Address Items Beyond the Critical Needs for CIP Funding Planning



Include How the Schools' Investments Impact Students' Educational Needs

Other Key Considerations



Identify investments to address future outcome



Consider NH state aid funding as an option



Address security needs

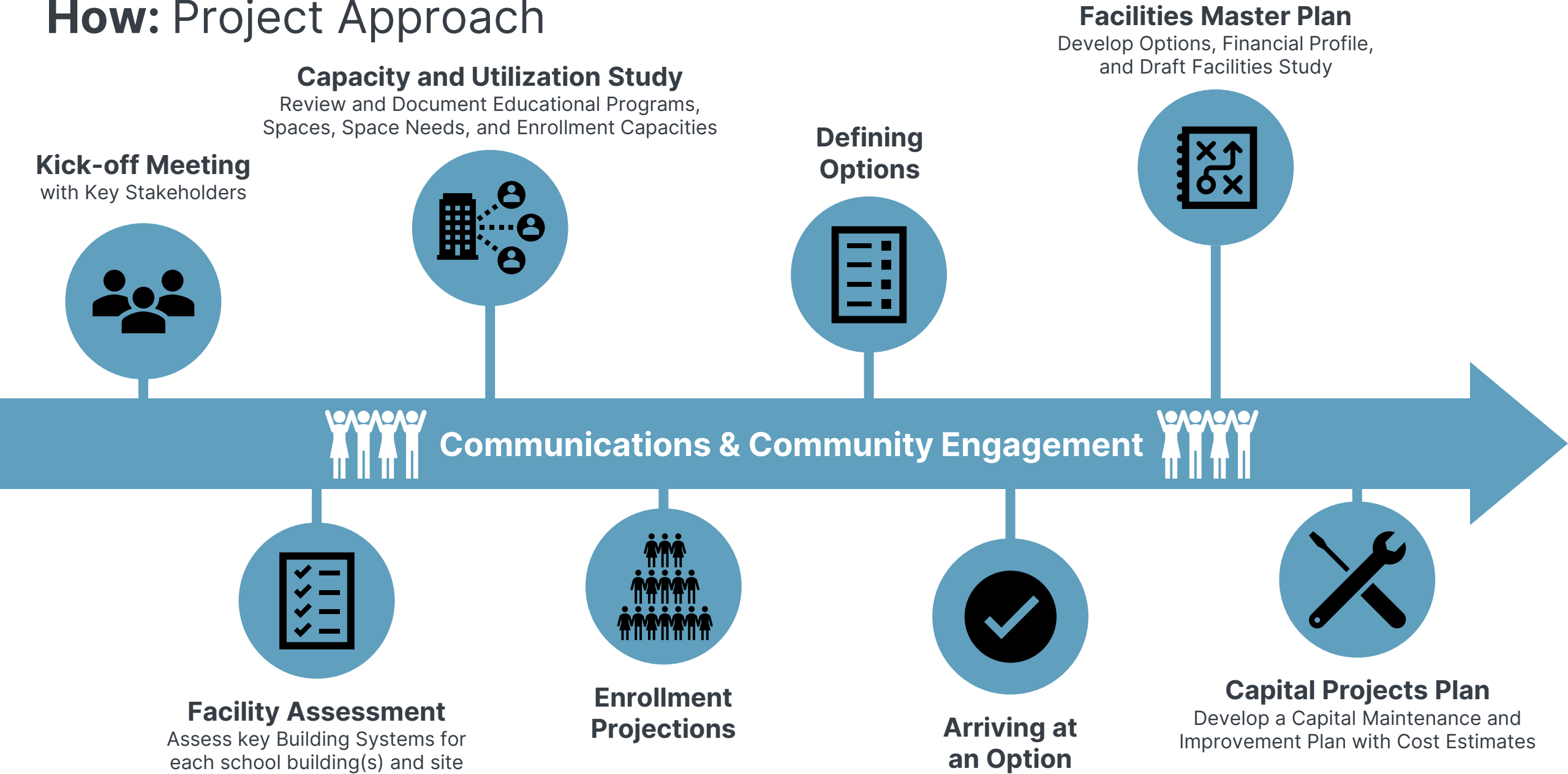


Address parking/traffic issues

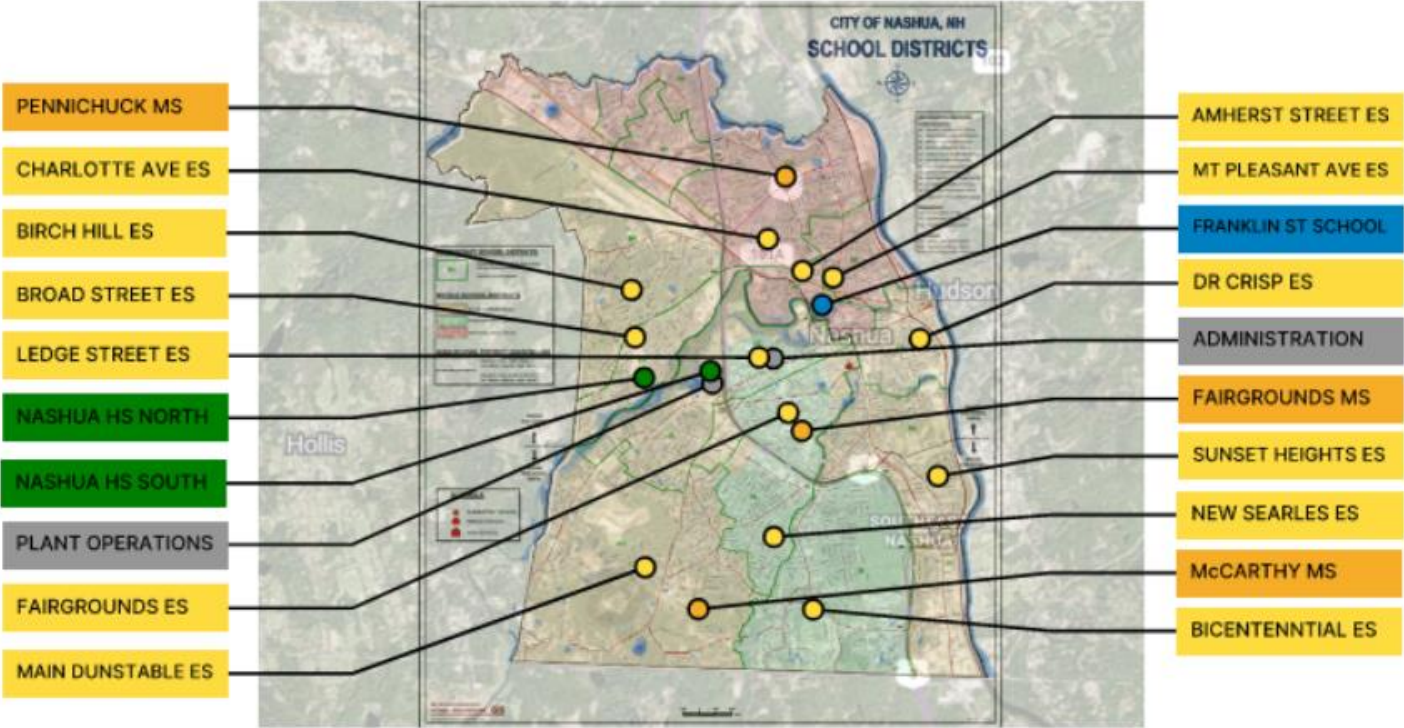


Intertwine with 5-year strategic plan ongoing at the same time

How: Project Approach



Facilities Needs: Your Facilities



As discussed in U.S. Department of Education, National Center for Education Statistics (1999) – “...According to Ornstein (1994), when a school is

- **20 to 30** years old, **frequent replacement of equipment** is needed.
- Between **30 and 40** years old, the **original equipment should have been replaced**, including the roof and electrical equipment.
- After **40 years**, a school building begins **rapid deterioration**, and after **60 years** most schools are **abandoned**.”

The following table identifies the building age for each of the facilities assessed:

FACILITY NAME	YEAR BUILT
Administration Building	1991 (34 Years Old)
Amherst Street ES	1892 ['64, '78, '99] (133 Years Old)
Bicentennial ES	1977 ['97] (48 Years Old)
Birch Hill ES	1972 ['93] (53 Years Old)
Broad Street ES	1963 ['65, '90, '15] (62 Years Old)
Charlotte Ave ES	1954 ['90, '13] (71 Years Old)
Dr. Crisp ES	1981 ['97] (44 Years Old)
Fairgrounds ES	1954 ['64, '90, '12] (71 Years Old)
Fairgrounds MS	1961 ['96, '21] (64 Years Old)
Franklin Street	1970 ['22] (55 Years Old)
Ledge Street ES	1957 ['65, '90, '12] (68 Years Old)
Main Dunstable ES	1972 ['93] (53 Years Old)
McCarthy MS	2024 (1 Year Old)
Mt. Pleasant ES	1925 ['87, '00] (100 Years Old)
Nashua HS - North	2002 (23 Years Old)
Nashua HS - South	1975 ['03, '04] (50 Years Old)
New Searles ES	1968 ['95, '03] (57 Years Old)
Pennichuck MS	1988 ['99, '01, '22] (37 Years Old)
Sunset Heights ES	1965 ['90, '16] (60 Years Old)

Facilities Needs: Facilities Condition Summary

This matrix provides an overall system condition assessment for all your district's schools.

Specific items in each system can be found within the details of the report. This matrix serves to compare one school's condition to the next.

RATING LEGEND

EXCELLENT	New or like-new condition. Maintain item. No issues or expected failures to report.
GOOD	Good condition. Maintained and no reported issues or concerns.
FAIR	Average wear for building age. Continue to maintain.
POOR	Worn for use / end of expected life cycle met.
CRITICAL	Extremely worn or damaged. Replacement, repair, or attention immediately necessary.
N/A	Not applicable to this item.

	AMHERST ELEM. SCHOOL	BICENTENNIAL ELEM. SCHOOL	BIRCH HILL ELEM. SCHOOL	BROAD STREET ELEM. SCHOOL	CHARLOTTE AVE. ELEM. SCHOOL	DR. CRISP ELEM. SCHOOL	FAIRGROUNDS ELEM. SCHOOL	LEDGE STREET ELEM. SCHOOL	MAIN DUNSTABLE ELEM. SCHOOL	MT. PLEASANT ELEM. SCHOOL	NEW SEARLES ELEM. SCHOOL	SUNSET HEIGHTS ELEM. SCHOOL	FAIRGROUNDS MIDDLE SCHOOL	MCCARTHY MIDDLE SCHOOL	PENNICHUCK MIDDLE SCHOOL	NASHUA NORTH HIGH SCHOOL	NASHUA SOUTH HIGH SCHOOL	FRANKLIN STREET SCHOOL	ADMINISTRATION BUILDING
SITE/CIVIL SYSTEM	POOR	POOR	FAIR	GOOD	FAIR	FAIR	POOR	POOR	GOOD	POOR	GOOD	FAIR	GOOD	EXCELLENT	GOOD	CRITICAL	FAIR	GOOD	FAIR
ADA COMPLIANCE	POOR	FAIR	GOOD	FAIR	POOR	GOOD	POOR	CRITICAL	GOOD	CRITICAL	FAIR	GOOD	GOOD	EXCELLENT	FAIR	EXCELLENT	EXCELLENT	GOOD	FAIR
CODE COMPLIANCE	FAIR	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	EXCELLENT	GOOD	EXCELLENT	EXCELLENT
SAFETY & SECURITY	POOR	FAIR	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	POOR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	GOOD
EXTERIOR ENVELOPE	FAIR	FAIR	EXCELLENT	GOOD	FAIR	GOOD	GOOD	GOOD	EXCELLENT	POOR	FAIR	GOOD	GOOD	EXCELLENT	EXCELLENT	GOOD	FAIR	GOOD	GOOD
INTERIOR FINISHES	GOOD	FAIR	GOOD	GOOD	GOOD	FAIR	FAIR	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	EXCELLENT	GOOD
STRUCTURAL SYSTEM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
HVAC SYSTEM	FAIR	FAIR	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	FAIR
PLUMBING SYSTEM	POOR	POOR	GOOD	GOOD	POOR	FAIR	POOR	FAIR	EXCELLENT	POOR	POOR	GOOD	EXCELLENT	EXCELLENT	EXCELLENT	GOOD	GOOD	GOOD	GOOD
FIRE PROTECTION SYSTEM	FAIR	FAIR	EXCELLENT	FAIR	FAIR	GOOD	FAIR	GOOD	GOOD	FAIR	GOOD	GOOD	GOOD	EXCELLENT	EXCELLENT	GOOD	GOOD	EXCELLENT	GOOD
ELECTRICAL SYSTEM	GOOD	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	
ELECTRICAL LIFE SAFETY SYSTEM	POOR		POOR	GOOD	FAIR	FAIR	FAIR	POOR	CRITICAL		GOOD		GOOD	EXCELLENT	GOOD				

Facilities Needs: Facilities Condition Summary

	AMHERST ELEM. SCHOOL	BICENTENNIAL ELEM. SCHOOL	BIRCH HILL ELEM. SCHOOL	BROAD STREET ELEM. SCHOOL	CHARLOTTE AVE. ELEM. SCHOOL	DR. CRISP ELEM. SCHOOL	FAIRGROUNDS ELEM. SCHOOL	LEDGE STREET ELEM. SCHOOL	MAIN DUNSTABLE ELEM. SCHOOL	MT. PLEASANT ELEM. SCHOOL	NEW SEARLES ELEM. SCHOOL	SUNSET HEIGHTS ELEM. SCHOOL	FAIRGROUNDS MIDDLE SCHOOL	MCCARTHY MIDDLE SCHOOL	PENNICHUCK MIDDLE SCHOOL	NASHUA NORTH HIGH SCHOOL	NASHUA SOUTH HIGH SCHOOL	FRANKLIN STREET SCHOOL	ADMINISTRATION BUILDING
SITE/CIVIL SYSTEM	POOR	POOR	FAIR	GOOD	FAIR	GOOD	POOR	POOR	GOOD	POOR	GOOD	FAIR	GOOD	EXCELLENT	GOOD	CRITICAL	FAIR	GOOD	FAIR
ADA COMPLIANCE	POOR	FAIR	GOOD	FAIR	POOR	GOOD	POOR	CRITICAL	GOOD	CRITICAL	FAIR	GOOD	GOOD	EXCELLENT	FAIR	EXCELLENT	EXCELLENT	GOOD	FAIR
CODE COMPLIANCE	FAIR	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	EXCELLENT	GOOD	EXCELLENT	EXCELLENT
SAFETY & SECURITY	POOR	FAIR	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	POOR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	GOOD
EXTERIOR ENVELOPE	FAIR	FAIR	EXCELLENT	GOOD	FAIR	GOOD	GOOD	GOOD	EXCELLENT	POOR	FAIR	GOOD	GOOD	EXCELLENT	EXCELLENT	GOOD	FAIR	GOOD	GOOD
INTERIOR FINISHES	GOOD	FAIR	GOOD	GOOD	GOOD	FAIR	FAIR	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	GOOD	GOOD	GOOD	GOOD	EXCELLENT	GOOD
STRUCTURAL SYSTEM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
HVAC SYSTEM	FAIR	FAIR	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	FAIR
PLUMBING SYSTEM	POOR	POOR	GOOD	GOOD	POOR	FAIR	POOR	FAIR	EXCELLENT	POOR	POOR	GOOD	EXCELLENT	EXCELLENT	EXCELLENT	GOOD	GOOD	GOOD	GOOD
FIRE PROTECTION SYSTEM	FAIR	FAIR	EXCELLENT	FAIR	FAIR	GOOD	FAIR	GOOD	GOOD	FAIR	GOOD	GOOD	GOOD	EXCELLENT	EXCELLENT	GOOD	GOOD	EXCELLENT	GOOD
ELECTRICAL SYSTEM	GOOD	GOOD	GOOD	GOOD	FAIR	GOOD	FAIR	FAIR	GOOD	GOOD	FAIR	GOOD	GOOD	EXCELLENT	GOOD	GOOD	GOOD	GOOD	
ELECTRICAL LIFE SAFETY SYSTEM	POOR		POOR	GOOD	FAIR	FAIR	FAIR	POOR	CRITICAL		GOOD		GOOD	EXCELLENT	GOOD				

EXCELLENT
GOOD
FAIR
POOR
CRITICAL
N/A

Programming Meetings with Building Leaders: **Common Themes**



**ADDITIONAL OR LARGER
PROGRAM & SPECIALIST
SPACES**



**UPDATED, ACCESSIBLE,
AND/OR SINGLE-USER
RESTROOMS**



**SAFETY & SECURITY
IMPROVEMENTS**



STORAGE NEEDS



**UPDATED FINISHES/
MAINTENANCE NEEDS**



IMPROVED HVAC

Overview of Staff Perception of Programming Needs

AMHERST STREET SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



NEED MORE STORAGE (ESPECIALLY FOR INTENSIVE NEEDS)



NEED MORE STAFF BATHROOMS



BUILDING COULD BENEFIT FROM REMODELING

MISSING PROGRAM SPACES



1. Additional spaces for Intensive Needs Programs for K-5 Students (with appropriate storage for equipment)



288

EXISTING 2025 ENROLLMENT

BICENTENNIAL ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



ROOMS ARE VERY SMALL & DO NOT FUNCTION WELL; OPEN CONCEPT IS A SAFETY CONCERN



LACK OF OUTLETS, ROOF REPAIRS, & RESTROOM UPDATES



SITE CIRCULATION IS PROBLEMATIC (BUSES, SERVICE ROAD, ETC.)

MISSING PROGRAM SPACES



1. Small Group Spaces
2. Auxiliary Lunch Space (for kids who get sensory overload)
3. Storage Closets (have been taken over for offices/ small group areas)



474

EXISTING 2025 ENROLLMENT

BIRCH HILL ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



ADDITIONAL SPACES FOR CONFERENCE, 21ST CENTURY LEARNING, & DYSREGULATED KIDS



UPDATED FINISHES (SIGNAGE, BATHROOMS, APPLIANCES IN KITCHEN)



SITE CIRCULATION CONCERNS

MISSING PROGRAM SPACES



1. Additional space for shared use (conference and 21st century learning)



319

EXISTING 2025 ENROLLMENT

BROAD STREET ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



NEED UPDATED TECHNOLOGY



NEED MORE STAFF BATHROOMS



STRUGGLE TO MAINTAIN CONSISTENT TEMPERATURE IN THE BUILDING



242

EXISTING 2025 ENROLLMENT

Overview of Staff Perception of Programming Needs

CHARLOTTE AVENUE ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



SITE CIRCULATION
CONCERNS & CONDITION
OF PARKING LOT



DEFICIENT BUILDING
STORAGE



INSUFFICIENT
BATHROOMS

MISSING PROGRAM SPACES



1. Additional Intensive Needs Space
2. Additional Bathrooms



375

EXISTING 2025
ENROLLMENT

DR. CRISP ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



DESIRE FOR OUTDOOR
LEARNING SPACES



INSUFFICIENT
STORAGE FOR
MUSIC & ART

MISSING PROGRAM SPACES



1. Outdoor Classrooms
2. Storage for Music/ Art



364

EXISTING 2025
ENROLLMENT

FAIRGROUNDS ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



AC / DEHUMIDIFICATION
NEEDED IN LIBRARY



PLAYGROUND
EQUIPMENT & FENCING
UPGRADES NEEDED



ADJOINING
CLASSROOMS DESIRED

MISSING PROGRAM SPACES



1. Small Group Spaces
2. Auxiliary Lunch Space (for kids who get sensory overload)
3. Storage Closets (have been taken over for offices/ small group areas)



425

EXISTING 2025
ENROLLMENT

LEDGE STREET ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



NEED ADDITIONAL
SPACE FOR
INTERVENTION



DESIRE FOR OUTDOOR
LEARNING SPACES



REPLACE OPERABLE
WALLS WITH SOLID

MISSING PROGRAM SPACES



1. Additional Pull-Out and Intervention Spaces
2. Outdoor Learning Spaces (Including Playgrounds & Natural Areas)



444

EXISTING 2025
ENROLLMENT

Overview of Staff Perception of Programming Needs

MAIN DUNSTABLE ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



DESIRE FOR MORE
BREAK OUT/
COLLABORATION
SPACES



DESIRE FOR OUTDOOR
CLASSROOM



DRAINAGE ISSUES
NEAR BUILDING

MISSING PROGRAM SPACES



1. Breakout/
Collaboration
Spaces
2. Small Group Space
for Guidance
3. Outdoor Classrooms
(Covered)



387

EXISTING 2025
ENROLLMENT

MOUNT PLEASANT ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



NEED SECURE
ENTRY



NEED MORE
STAFF RESTROOMS



PLAYGROUND WASHING
DOWN HILL

MISSING PROGRAM SPACES



1. Separate spaces
for ELL and staff
lounge (currently
shared use in an
empty classroom)



271

EXISTING 2025
ENROLLMENT

NEW SEARLES ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



VESTIBULE IS
BIGGEST CONCERN



QUIET ROOM
NEEDS UPDATING



HEATING &
COOLING ISSUES

MISSING PROGRAM SPACES



1. Better student
Quiet Room



248

EXISTING 2025
ENROLLMENT

SUNSET HEIGHTS ELEMENTARY SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



SAFETY CONCERNS
(SITE CIRCULATION,
GATE/DOORS,
SIGHT LINES)



OFFICE AND STORAGE
SHORTAGE



DESIRE FOR MORE
BREAK OUT SPACES

MISSING PROGRAM SPACES



1. More Storage
2. Larger Classrooms
to accommodate
Break Out Space
or Tables for
Paras/Support
Staff to Work with
Kids
3. Break Out Spaces
in Corridors
4. Community Space
(aside from Gym
and Cafeteria)



352

EXISTING 2025
ENROLLMENT

Overview of Staff Perception of Programming Needs

FAIRGROUNDS MIDDLE SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



ISSUES TURNING LEFT
OUT OF PARKING LOT &
SNOW OBSTRUCTION IN
DROP-OFF AREA



STAGE CURTAINS
ARE TEARING



AIR FLOW/
TEMPERATURE ISSUES

MISSING PROGRAM SPACES



1. None noted.



589

EXISTING 2025
ENROLLMENT

MCCARTHY MIDDLE SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



PARKING IS
INSUFFICIENT



NOT ENOUGH ROOM
FOR ALL STUDENTS IN
GYM & AUDITORIUM



SPECIAL EDUCATION
PROGRAM IS GOING TO
EXPAND - NEEDS TO BE
MORE FLUID

MISSING PROGRAM SPACES



1. None noted.



653

EXISTING 2025
ENROLLMENT

PENNICHUCK MIDDLE SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



BETTER SPACE
UTILIZATION NEEDED
IN SOME AREAS;
RENOVATIONS TO
SPACES NOT
ADDRESSED



DESIRE FOR MULTI-
PURPOSE ROOM



DESIRE FOR SINGLE
USER RESTROOMS

MISSING PROGRAM SPACES



1. A Multi-Purpose
Space



764

EXISTING 2025
ENROLLMENT

Overview of Staff Perception of Programming Needs

NASHUA HIGH SCHOOL NORTH

KEY THEMES FROM PROGRAM MEETINGS



ADDRESS SAFETY & SECURITY (CAMERAS, DOORS & VESTIBULES, LIMIT VISIBILITY)



FLEXIBLE SPACES FOR COLLABORATIVE LEARNING



DESIRE FOR SINGLE USER RESTROOMS

MISSING PROGRAM SPACES



1. More Flex Spaces
2. Storage
3. Larger Conference Space (for 20-30 people)
4. Single User Restrooms



1559

EXISTING 2025 ENROLLMENT

NASHUA HIGH SCHOOL SOUTH

KEY THEMES FROM PROGRAM MEETINGS



SAFETY & SECURITY (MORE CAMERAS, DOOR ACCESS UPDATES)



MORE COMMUNAL SPACES, OFFICES, & SPECIAL EDUCATION PROGRAMS



DESIRE FOR SINGLE USER RESTROOMS

MISSING PROGRAM SPACES



1. CTE is always changing (potential need for different space)
2. Additional Communal Space
3. More Office Space
4. Special Education is looking to transition more into the school community



1709

EXISTING 2025 ENROLLMENT

FRANKLIN STREET SCHOOL

KEY THEMES FROM PROGRAM MEETINGS



BUS DROP-OFF ISSUES & TRAFFIC CALMING NEEDED



LACK OF GREEN SPACE



MULTI-LEVEL SCHOOL NOT IDEAL FOR THIS POPULATION

MISSING PROGRAM SPACES



1. Additional PK Space
2. Faculty Meeting Room

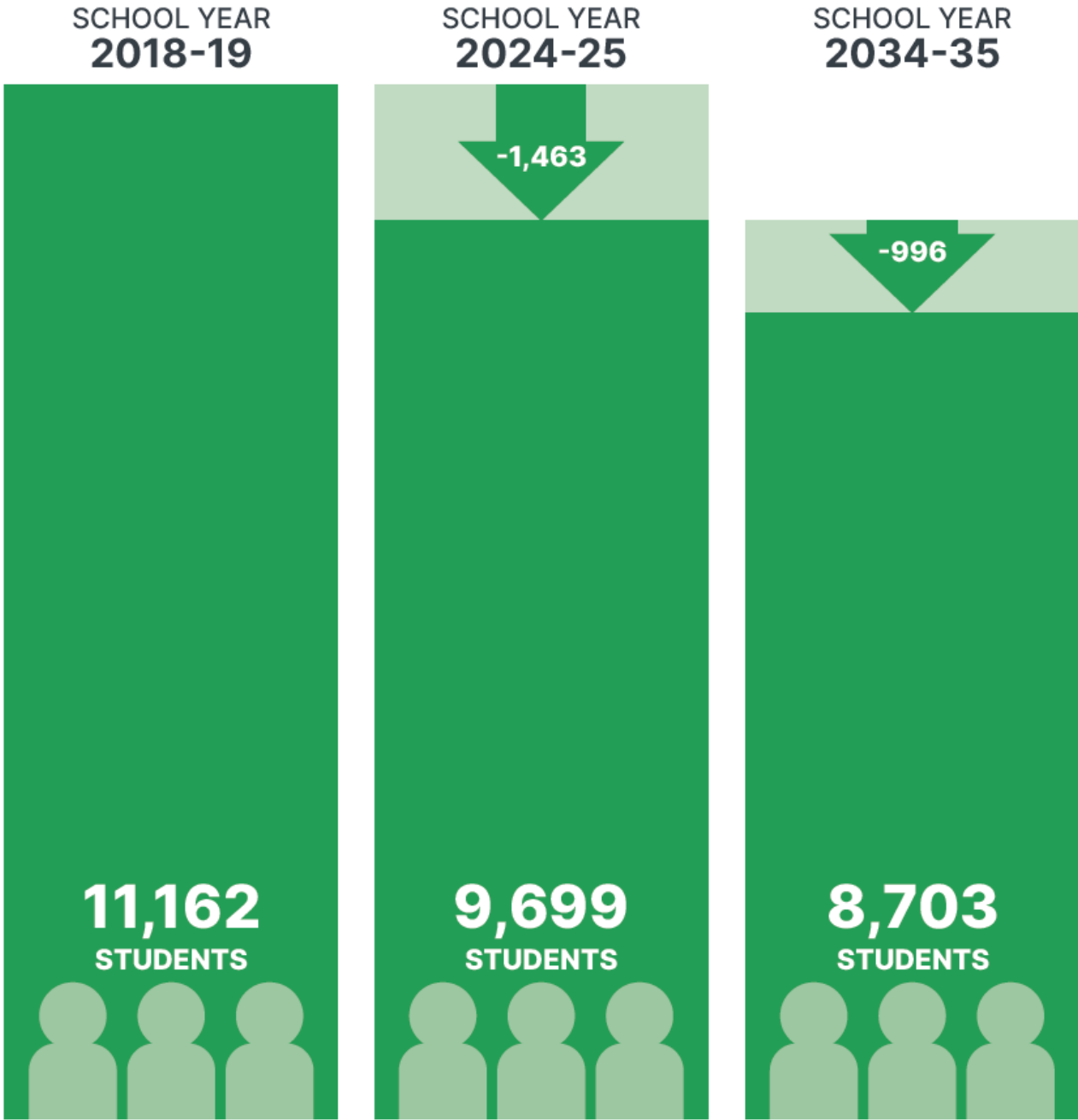


285

EXISTING 2025 ENROLLMENT

Enrollment Trends: PK-12

Based on historical and projected enrollment in the Nashua Public Schools Demographic Study Report by NESDEC, dated September 11, 2025

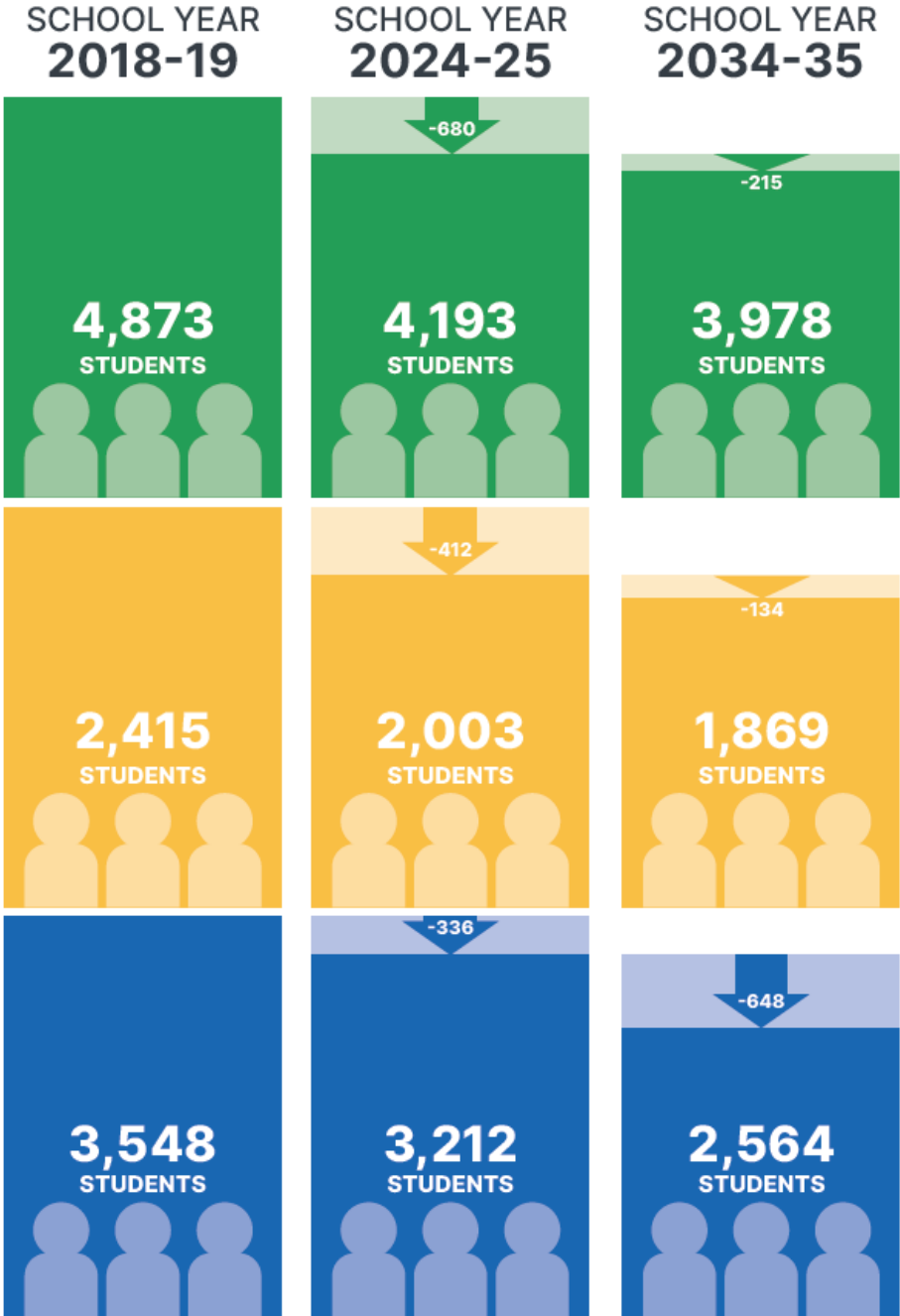


Enrollment Trends:

Elementary, Middle, and High School

Based on historical and projected enrollment in the Nashua Public Schools Demographic Study Report by NESDEC, dated September 11, 2025

K-5
ELEMENTARY
SCHOOL



Capacity Summary: Elementary Schools



AMHERST STREET ELEMENTARY SCHOOL



EXISTING 2025
ENROLLMENT



24%
38% (incl. Flex)
**CAPACITY
REMAINING**

288
EXISTING 2025
ENROLLMENT

378 CALCULATED CAPACITY

◆ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 424, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

BICENTENNIAL ELEMENTARY SCHOOL



EXISTING 2025
ENROLLMENT



12%
31% (incl. Flex)
**CAPACITY
REMAINING**

471
EXISTING 2025
ENROLLMENT

537 CALCULATED CAPACITY

◆ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 668, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

BIRCH HILL ELEMENTARY SCHOOL



EXISTING 2025
ENROLLMENT



13%
32% (incl. Flex)
**CAPACITY
REMAINING**

331
EXISTING 2025
ENROLLMENT

381 CALCULATED CAPACITY

◆ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 471, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

BROAD STREET ELEMENTARY SCHOOL



EXISTING 2025
ENROLLMENT



30%
56% (incl. Flex)
**CAPACITY
REMAINING**

253
EXISTING 2025
ENROLLMENT

361 CALCULATED CAPACITY

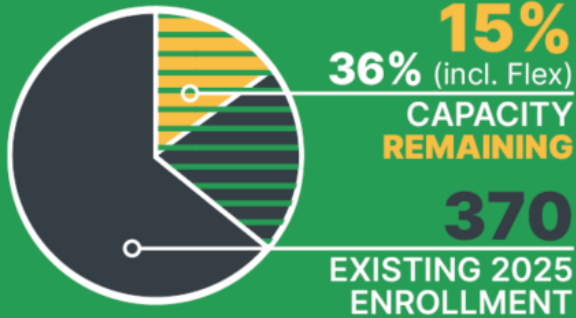
◆ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 364, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

Capacity Summary: Elementary Schools



CHARLOTTE AVE. ELEMENTARY SCHOOL

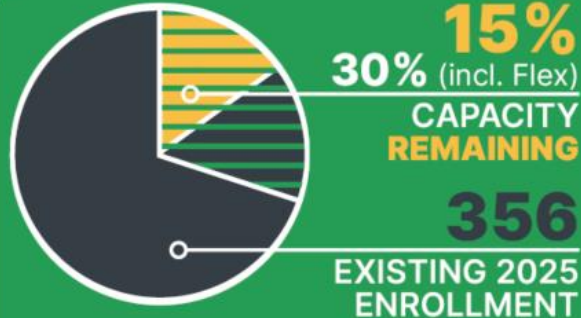


434 CALCULATED CAPACITY♦

♦ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 523, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

DR. CRISP ELEMENTARY SCHOOL

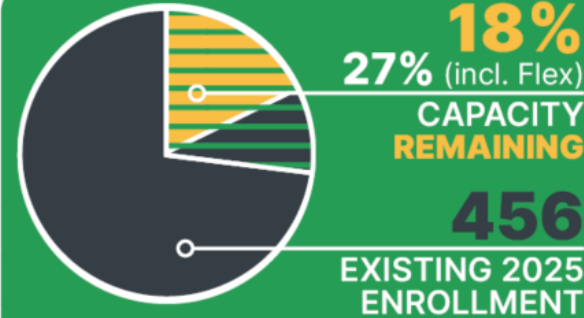


454 CALCULATED CAPACITY♦

♦ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 551, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

FAIRGROUNDS ELEMENTARY SCHOOL

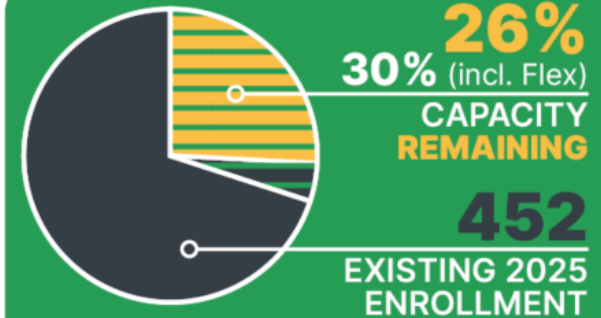


555 CALCULATED CAPACITY♦

♦ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 668, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

LEDGE STREET ELEMENTARY SCHOOL



609 CALCULATED CAPACITY♦

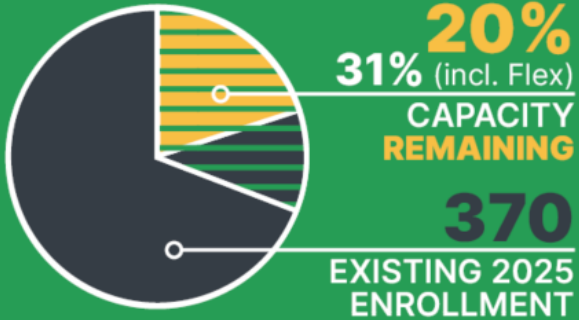
♦ Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 691, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

Capacity Summary: Elementary Schools



MAIN DUNSTABLE ELEMENTARY SCHOOL

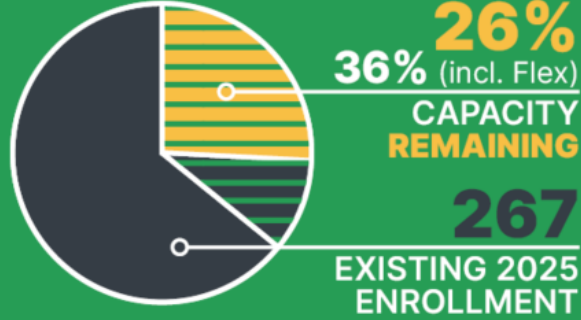


465 CALCULATED CAPACITY*

*Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 591, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

MOUNT PLEASANT ELEMENTARY SCHOOL

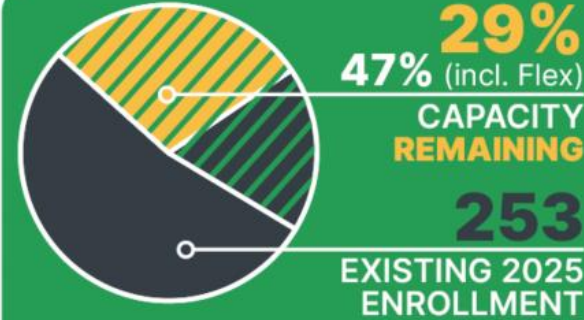


361 CALCULATED CAPACITY*

*Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 444, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

NEW SEARLES ELEMENTARY SCHOOL

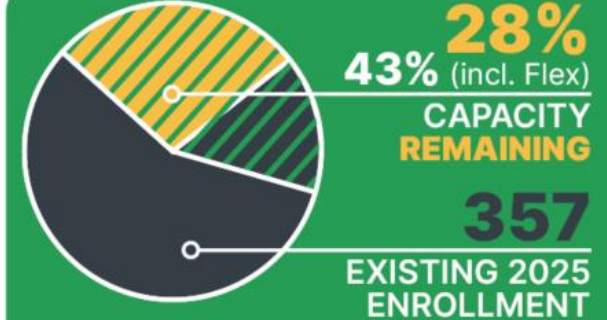


355 CALCULATED CAPACITY*

*Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 418, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

SUNSET HEIGHTS ELEMENTARY SCHOOL



498 CALCULATED CAPACITY*

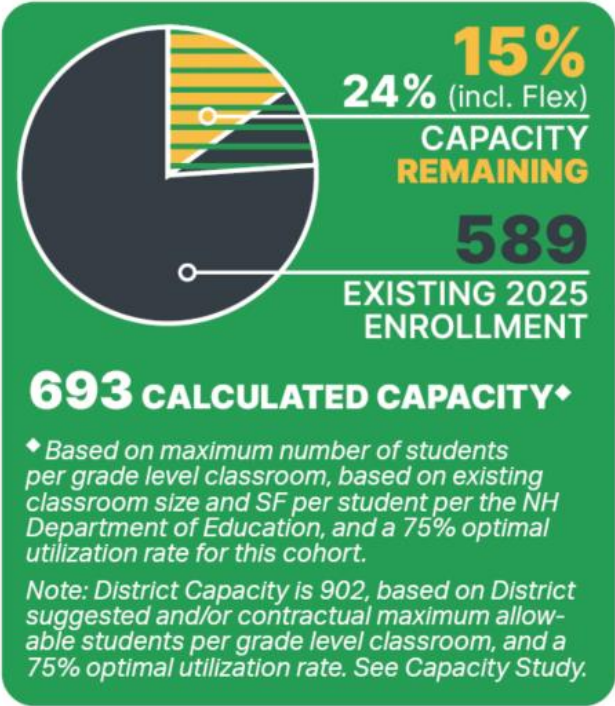
*Based on maximum number of students per grade level classroom, based on existing classroom size and SF per student per the NH Department of Education.

Note: District Capacity is 531, based on District suggested and/or contractual maximum allowable students per grade level classroom. See Capacity Study.

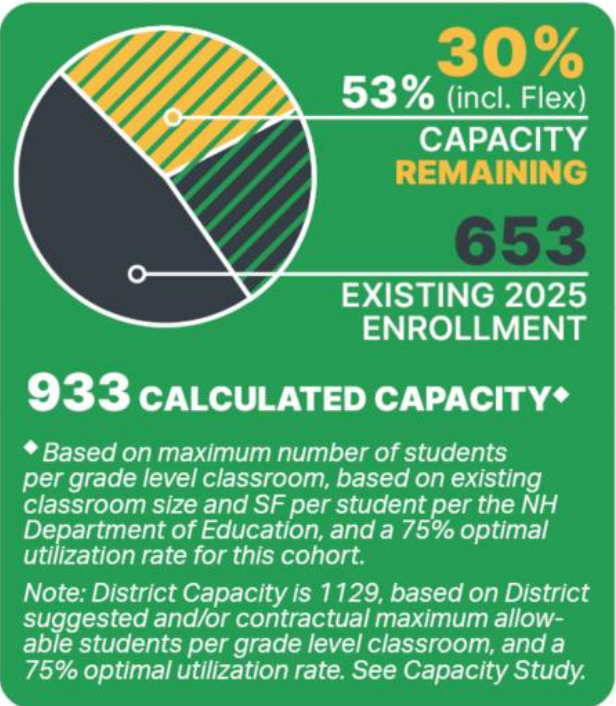
Capacity Summary: Middle Schools



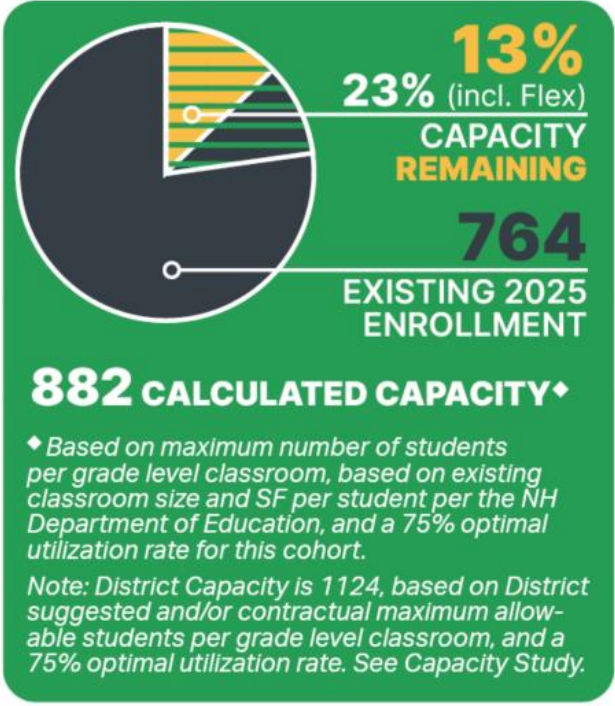
FAIRGROUNDS MIDDLE SCHOOL



MCCARTHY MIDDLE SCHOOL



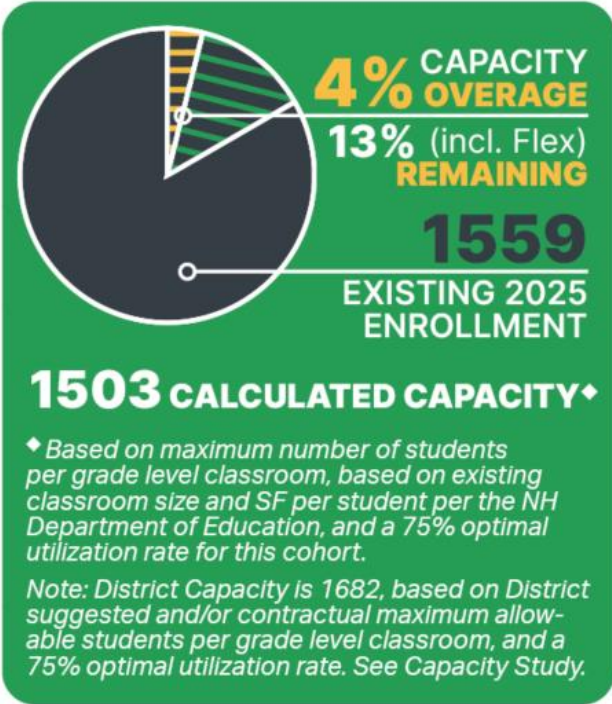
PENNICHUCK MIDDLE SCHOOL



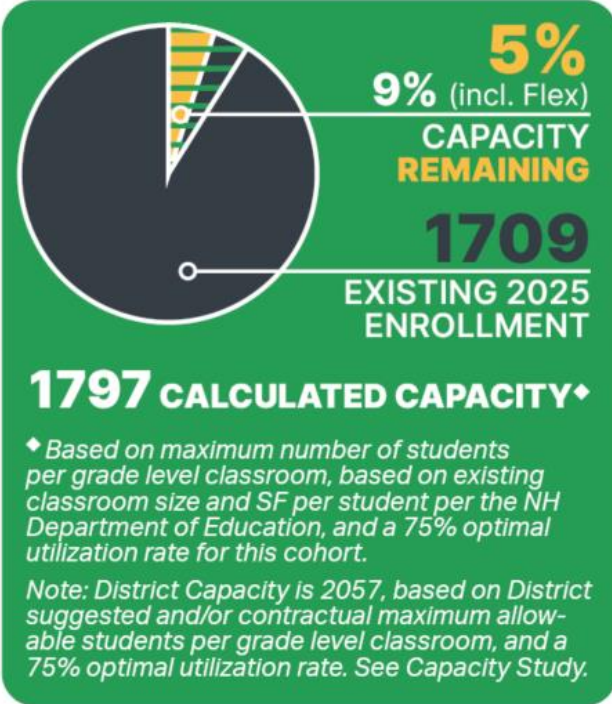
Capacity Summary: High Schools



NASHUA NORTH HIGH SCHOOL



NASHUA SOUTH HIGH SCHOOL



Summary of Community Forum #1

2

Community Forum #1 (November 19, 2025)

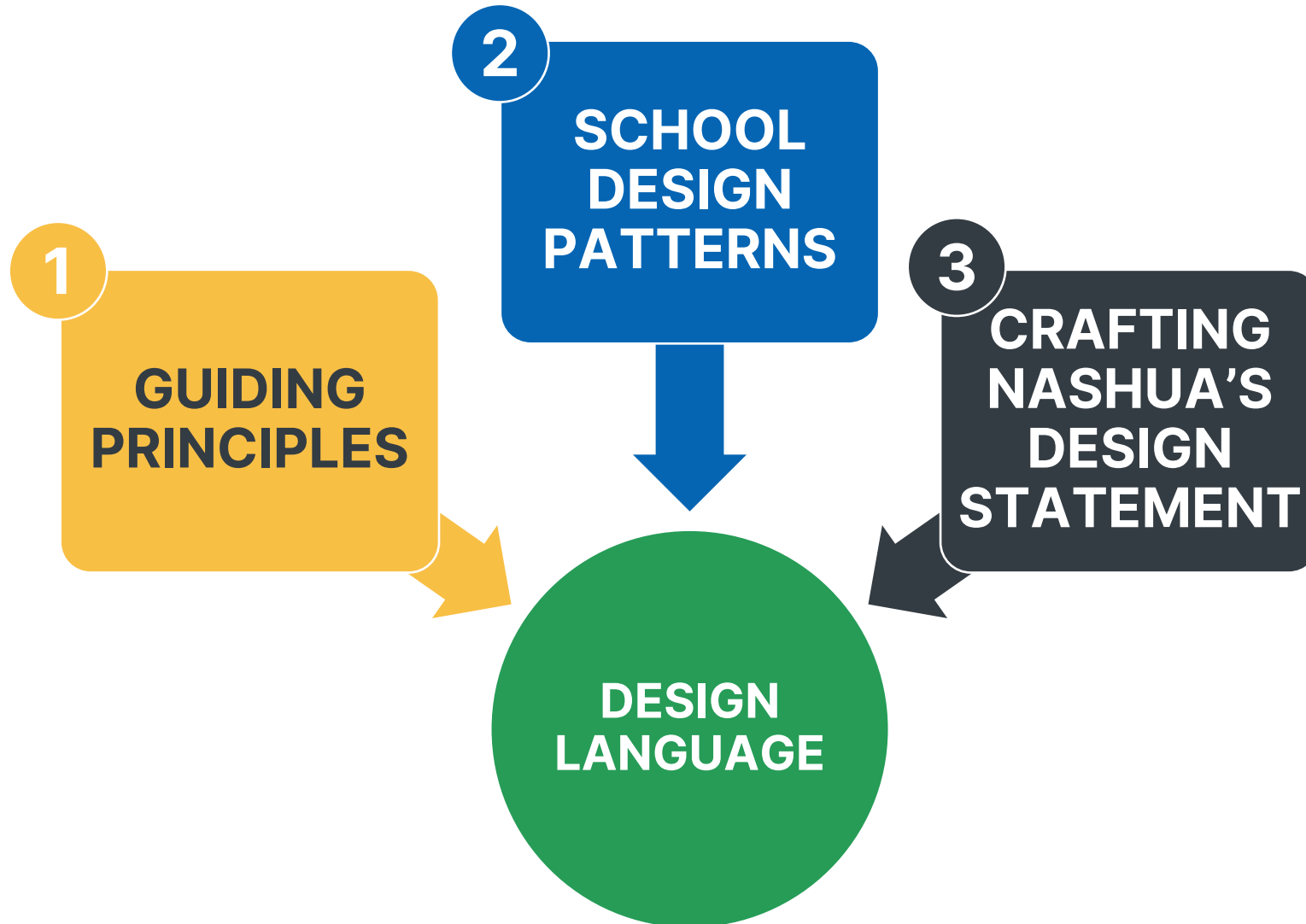
AGENDA

1. What is a Master Plan?
2. How: what is the approach?
3. Goals:
What defines a successful NSD Master Plan?
4. Overview of Facility Needs
5. Overview of Programming Needs
6. Overview of Visioning and 21st Century Design Patterns
7. Interactive Exercise: Crafting the Design Statement
8. Next Steps



Creating a Solution Unique to Nashua

Building the Design Language for the Stakeholders to Make Informed Decisions



THE DESIGN LANGUAGE IS THE FRAMEWORK FOR MAKING DESIGN DECISIONS THAT PRESERVE NASHUA'S CULTURE AS THE PROCESS UNFOLDS

Interactive Exercise: **Crafting the Design Statement**

3

Words (or short phrases) that capture the essence of **Nashua's schools**; Report Out and Vote on the top 3 words.

3

Design Patterns that capture the essence of **Nashua's schools**; Report Out

1

Design Statement that captures the essence of **Nashua's schools**; Report out

Interactive Exercise: Crafting the Design Statement

GROUP 1:

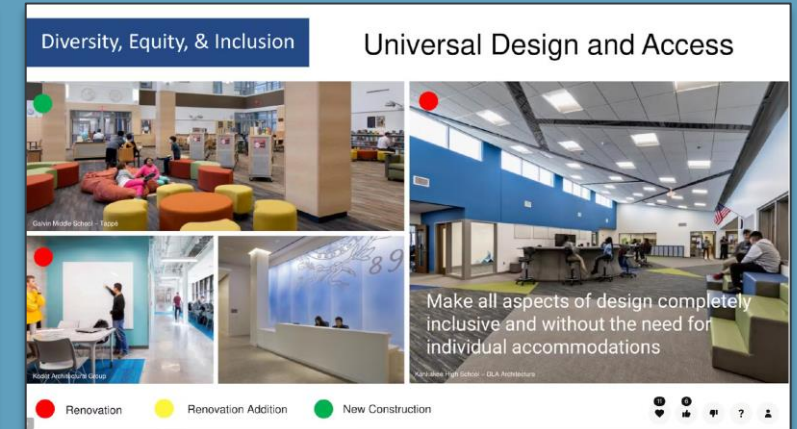
TOP 3 WORDS/PHRASES:

- Student-Focused, Vocational & Technical Training Focused, World-Ready
- Innovative
- Inclusive/Diverse

DRAFT DESIGN STATEMENT:

A healthy, student-centered learning space that cultivates innovation, diverse learning experiences, and world readiness.

DESIGN PATTERNS:



Interactive Exercise: Crafting the Design Statement

GROUP 2:

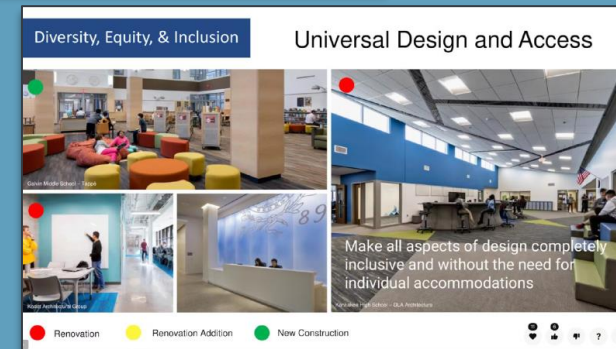
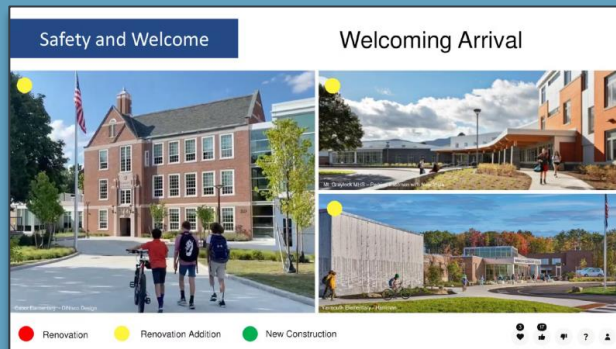
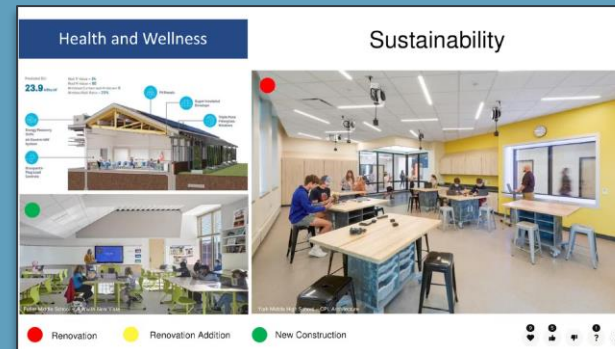
TOP 3 WORDS/PHRASES:

- Student-Focused, Vocational & Technical Training Focused, World-Ready
- Innovative
- Inclusive/Diverse

DESIGN PATTERNS:

DRAFT DESIGN STATEMENT:

Flexible, planful, thoughtful, inclusive, future-focused. #ONENASHUA



Interactive Exercise: Crafting the Design Statement

GROUP 3:

TOP 3 WORDS/PHRASES:

- Student-Focused, Vocational & Technical Training Focused, World-Ready
- Innovative
- Inclusive/Diverse

DRAFT DESIGN STATEMENT:

Where learning through real life simulation creates a future of world-ready people!

DESIGN PATTERNS:



Interactive Exercise: Crafting the Design Statement

SUMMARY

TOP 3 WORDS/PHRASES:

- Student-Focused, Vocational & Technical Training Focused, World-Ready
- Innovative
- Inclusive/Diverse

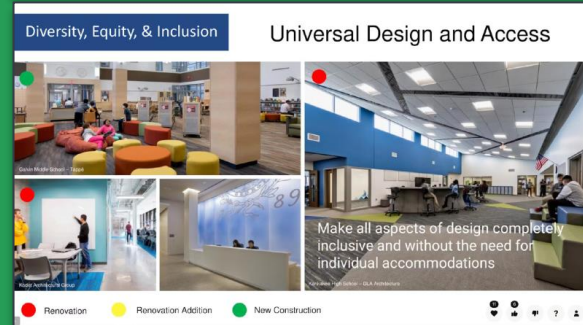
DRAFT COMPILED DESIGN STATEMENT:

"An inclusive, forward-looking learning environment that sparks innovation and prepares students for the world."

COMMON DESIGN PATTERNS:



2/3
GROUPS



2/3
GROUPS



2/3
GROUPS



2/3
GROUPS

Nashua's Design Language

GUIDING PRINCIPLES: big picture educational and architectural priorities that provide an invaluable framework for making design decisions and choices as the design process unfolds.

1. Warm, Safe, & Inviting
2. Flexible & Adaptable
3. Learning Communities
4. Equity & Access
5. Whole Child Focus
6. Creative & Visible Learning
7. School as a Community Resource
8. Outdoor Learning & Connection
9. Sustainability

DESIRED 21ST CENTURY DESIGN PATTERNS: varied architectural design features of, and approaches to, 21st century school facility design.

- | | |
|---|------------------------------------|
| 1. Safety & Welcome | 11. Classroom Neighborhoods |
| 2. Agile Classrooms | 12. Flexible & Modular Furniture |
| 3. Healthy Building | 13. Professional Work Areas |
| 4. Breakout & Pullover Spaces | 14. Collaboration & Teaming |
| 5. Fitness & Movement | 15. Display & Exhibition |
| 6. Secure Entry | 16. Distributed Resources |
| 7. Good Storage | 17. Engaged Outdoor Play |
| 8. Safe Community Use & Access | 18. Cafetorium/Multi-Purpose Space |
| 9. Universal Design & Access | 19. Media Center Learning Commons |
| 10. Sustainability | 20. Hands-on Makerspaces |

DRAFT DESIGN STATEMENT

“An inclusive, forward-looking learning environment that sparks innovation and prepares students for the world.”

Nashua's Design Language

DESIGN PATTERNS (Priority Order Left to Right)

GUIDING PRINCIPLES (Priority Order Top to Bottom)

Design Goals	Safety & Welcome	Agile Classrooms	Healthy Building	Breakout & Pullover Spaces	Fitness & Movement	Secure Entry	Good Storage	Safe Community Use & Access	Universal Design & Access	Sustainability	Classroom Neighborhoods	Flexible & Modular Furniture	Professional Work Areas	Collaboration & Teaming	Display & Exhibition	Distributed Resources	Engaged Outdoor Play	Cafetorium/Multipurpose Space	Media Center/Learning Commons	Hands-on Makerspaces
Warm, Safe & Inviting	High	Low	Low	Low	Low	High	Low	High	High	Low	High	Low	Low	Low	High	Low	Low	Low	Low	Low
Flexible & Adaptable	Low	High	Low	Low	Low	Low	Low	Low	Low	Low	Low	High	Low	High	Low	Low	Low	High	Low	Low
Learning Communities	Low	Low	Low	High	Low	Low	Low	Low	Low	Low	High	Low	Low	High	Low	Low	Low	Low	Low	Low
Equity & Access	Low	High	Low	Low	Low	Low	Low	Low	High	Low	Low	High	Low	Low	Low	High	Low	Low	Low	High
Whole Child Focus	Low	Low	High	Low	High	Low	Low	Low	Low	Low	Low	Low	Low	High	Low	Low	High	Low	High	High
Creative & Visible Learning	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	High	Low	Low	Low	High	High
School as Community Resource	High	Low	Low	Low	Low	High	Low	Low	High	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low	Low
Outdoor Learning & Collaboration	Low	Low	Low	Low	Low	Low	Low	Low	Low	High	Low	Low	Low	Low	Low	Low	High	Low	Low	Low
Sustainability	Low	Low	High	Low	Low	Low	Low	Low	Low	High	Low	Low	Low	Low	Low	Low	High	Low	Low	Low

Key Recommendations for Design



1. DESIGN FOR SAFETY, SECURITY, AND WELCOME

Ensure secure building entry points and interior layouts that promote both safety and a welcoming atmosphere for students, families, and the broader community. Include clear wayfinding, natural light, and calming design features.



2. INTEGRATE UNIVERSAL DESIGN & ACCESSIBILITY

Embed principles of Universal Design across all facilities to ensure inclusive barrier-free environments for all students and community users, regardless of ability.



3. CREATE AGILE, FLEXIBLE LEARNING NEIGHBORHOODS

Develop clusters of classrooms and learning spaces that support differentiated instruction, team teaching, and seamless transitions between individual and personalized instruction.



4. INCORPORATE SUSTAINABLE & HEALTHY BUILDING PRACTICES

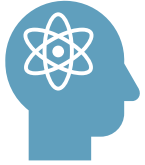
Prioritize energy-efficient systems, natural lighting, clean air circulation, and sustainable materials to create environmentally responsible, wellness supportive learning environments.



5. ENHANCE TECHNOLOGY INTEGRATION ACROSS ALL LEARNING SPACES

Ensure robust digital infrastructure and ubiquitous access to devices and interactive tools, with tech-rich environments such as media centers, learning commons, and classroom tech integration.

Key Recommendations for Design



6. PROVIDE HANDS-ON MAKERSPACES & APPLIED LEARNING LABS

Establish dedicated spaces for experiential, project-based learning that support real-world readiness through STEM, arts, and career technical education (CTE) programs.



7. DEVELOP INDOOR & OUTDOOR MOVEMENT & WELLNESS SPACES

Include fitness zones, walking paths, active play areas, and flexible outdoor learning environments that support physical activity, recreation, and social-emotional wellbeing.



8. SUPPORT COLLABORATION & PROFESSIONAL LEARNING

Provide dedicated teacher collaboration zones and professional work areas that enable team planning, interdisciplinary instruction, and ongoing educator development.



9. DESIGN CAFETORIUM & MULTI-PURPOSE GATHERING AREAS

Integrate flexible, large-capacity spaces that can be used for dining, performances, assemblies, and community events—enhancing educational programming and public engagement.



10. ENABLE AFTER-HOURS AND COMMUNITY USE

Strategically design zones within schools that can operate independently after hours, such as gyms, art spaces, meeting rooms, and wellness centers, to support community access, events, and lifelong learning.

Educational Program Descriptions: Elementary



1. EDUCATIONAL PHILOSOPHY & PROGRAM MODEL

Nashua School District's elementary schools focus on developing the whole child through a nurturing, inclusive, and student-centered approach. Instruction emphasizes foundational literacy, numeracy, social emotional growth, and inquiry-based learning. Teachers employ differentiated instruction to meet a wide range of learning needs, and early intervention supports ensure all students develop the essential skills for lifelong success.



2. CORE ACADEMIC & SPECIALIST SPACES

Elementary schools feature classrooms organized by grade level, supported by shared resource areas for reading and math intervention, English language learner support, and special education services. Specialist areas include art, music, world language, library/media centers, and physical education spaces designed to promote creativity, expression, and active learning.



3. EXTENDED LEARNING, MAKER, AND STEAM AREAS

To cultivate curiosity and innovation, many schools incorporate dedicated or flexible spaces for hands-on exploration and design, including maker spaces, science labs, and technology-rich STEAM environments. These areas support project-based learning, cross-disciplinary exploration, and early exposure to scientific and engineering concepts.



4. OUTDOOR LEARNING & PLAY ENVIRONMENTS

Each elementary campus provides safe, engaging outdoor play areas that encourage physical activity, imagination, and social interaction. Outdoor classrooms and natural learning areas are increasingly integrated to support environmental education, wellness, and experiential learning opportunities.

Educational Program Descriptions: Middle School



1. INTERDISCIPLINARY TEAMING & LEARNING COMMUNITIES

Middle Schools in NSD are organized around the interdisciplinary team model, creating smaller learning communities within the larger school environment. Each team includes core academic teachers—English language arts, mathematics, science, and social studies—who collaborate to integrate curriculum, support students' social emotional development, and strengthen relationships.



2. FLEXIBLE CLASSROOMS & COLLABORATION SPACES

Learning areas are designed for flexibility and collaboration, allowing for varied group sizes, interdisciplinary projects, and technology-supported learning. Team centers, small group breakout rooms, and extended learning areas provide space for peer-to-peer collaboration, teacher planning, and student support.



3. SCIENCE, TECHNOLOGY, AND ARTS INTEGRATION

Middle School programs emphasize active, exploratory learning across disciplines. Robust science labs, technology and engineering spaces, and arts classrooms support creative expression and problem solving. Co-curricular opportunities in robotics, coding, performing arts, and visual design complement the core program and help students discover emerging interests and talents.

Educational Program Descriptions: High School



1. ACADEMIC CLUSTERS, CTE PROGRAMS, AND SPECIALIZED LABS

NSD's two comprehensive high schools (Nashua High School North and Nashua High School South) offer a broad array of academic programs, career pathways, and specialized learning environments. The Nashua Technology Center (NTC), co-located on both campuses, provides 16 Career and Technical Education (CTE) programs in high-demand fields such as Advanced Manufacturing, Biotechnology, Cybersecurity, Construction, and Culinary Arts. These programs feature industry-grade labs, studios, and equipment that support authentic, applied learning



2. CAREER PATHWAYS, DUAL ENROLLMENT, AND PROJECT-BASED LEARNING

High school students engage in personalized pathways that align academic study with future goals. Dual-enrollment partnerships allow students to earn college credits while in high school, and project-based learning experiences connect classroom instruction to real-world application. Work-based learning, internships, and credentialing opportunities prepare graduates for college, careers, and civic life.

Educational Program Descriptions: District-wide/Specialty Programs



1. SPECIAL EDUCATION & STUDENT SERVICES

The district provides a full continuum of special education services across all grade levels, including inclusion classrooms, resource programs, and therapeutic supports. Student Services teams—comprising special educators, counselors, psychologists, and related service providers—work collaboratively to ensure each student’s individual needs are met in the least restrictive environment.



2. EARLY CHILDHOOD & PRE-K

NSD’s early childhood programs emphasize readiness for learning through play-based, developmentally appropriate instruction. Pre-K classrooms promote social, emotional, and cognitive growth while supporting early literacy and numeracy skills. Programs are designed to engage families as partners in their children’s learning and development.



3. ALTERNATIVE & THERPEUTIC PROGRAMS

The district offers alternative and therapeutic programs that provide personalized, supportive environments for students who benefit from non-traditional learning settings. These programs address academic, behavioral, and emotional needs through small-group instruction, counseling, and individualized plans that build confidence and re-engage students in their learning.



4. ADULT EDUCATION & COMMUNITY USE

Each elementary campus provides safe, engaging outdoor play areas that encourage physical activity, imagination, and social interaction. Outdoor classrooms and natural learning areas are increasingly integrated to support environmental education, wellness, and experiential learning opportunities.

Building Design Requirements



1. LEARNING COMMONS & COLLABORATION HUBS

Nashua School District envisions Learning Commons and Collaboration Hubs as dynamic, flexible, and technology-rich spaces that serve as central nodes for student engagement and interdisciplinary learning. These areas must support varied instructional approaches, from independent study to group projects, by incorporating modular furniture, writable surfaces, and seamless access to digital resources. Designed to foster creativity, critical thinking, and collaboration. Learning Commons should be centrally located and visually connected to adjacent learning neighborhoods, encouraging spontaneous interaction among students and staff while also providing quiet zones for focused work.



2. CLASSROOM NEIGHBORHOODS & FLEXIBLE CLUSTERS

Classroom Neighborhoods and Flexible Clusters are foundational to Nashua's commitment to personalized and student-centered education. These clusters should be organized as adaptable groups of classrooms and shared breakout spaces that promote small community building and flexible scheduling. Design requirements emphasize movable partitions, multi-use rooms, and scalable technology to accommodate diverse learning styles and group sizes. Each neighborhood must foster a sense of belonging and autonomy while enabling teachers to collaborate and students to transition fluidly between whole-group, small-group, and individual learning modes.

Building Design Requirements



3. SUPPORT SPACES (ADMINISTRATION, COUNSELING, HEALTH, CUSTODIAL)

Support Spaces within Nashua schools are critical for maintaining a safe, nurturing, and efficient educational environment. Administrative areas should be welcoming and secure, facilitating smooth communication between families, staff, and visitors. Counseling and health suites must prioritize privacy and accessibility, with spaces that accommodate confidential meetings and health services essential to student well-being. Custodial support areas should be strategically located for efficient maintenance operations without disrupting learning spaces. Overall, these support zones require thoughtful layout and durable finishes to enhance operational effectiveness while contributing to the school's positive climate.



4. DINING, KITCHEN, AND MULTIPURPOSE

Dining, Kitchen, and Multipurpose Areas are envisioned as versatile hubs supporting nutrition, socialization, and community gatherings. Nashua's design philosophy calls for large, flexible dining spaces that accommodate diverse student populations, including considerations for special dietary needs and cultural inclusivity. Kitchens must be designed for efficiency and adaptability to evolving food service standards, supporting both large-scale meal production and smaller community events. Multipurpose rooms integrated with dining facilities provide opportunities for assemblies, performances, and recreational activities, reinforcing the school's role as a vibrant community center.

Building Design Requirements



5. TECHNOLOGY & INFRASTRUCTURE REQUIREMENTS

Nashua School District prioritizes robust technology infrastructure as the backbone of contemporary education. Building design must incorporate high-capacity wired and wireless networks, strategically placed power and data outlets, and dedicated spaces for technology equipment and support staff. Infrastructure should enable seamless integration of devices, interactive displays, and virtual learning platforms while ensuring cybersecurity and data privacy. Flexibility for future technology upgrades is essential, requiring scalable systems and conduit pathways to support rapid innovation and the evolving needs of both students and educators.



6. ACOUSTICS, LIGHTING, AND INDOOR AIR QUALITY STANDARDS

Optimal learning environments in Nashua schools depend on carefully engineered acoustics, lighting, and indoor air quality. Acoustic design must minimize noise transfer between classrooms and common areas through sound-absorbing materials, strategic spatial planning, and controlled mechanical systems. Lighting systems should maximize natural daylight while reducing glare, supplemented by energy-efficient LED fixtures with adjustable controls to accommodate various instructional activities. Indoor air quality is paramount; ventilation systems must meet or exceed current standards to provide fresh, filtered air that supports student health, cognitive function, and comfort, with monitoring systems integrated to maintain continuous environmental quality.

Elementary Program Scope Approximate ROM Cost Range

	ASES ⁽⁵⁾ AMHERST STREET	BES ⁽⁵⁾ BICENTENNIAL	BHES ⁽¹⁾ BIRCH HILL	BSES ⁽⁴⁾ BROAD STREET	CAES ⁽⁵⁾ CHARLOTTE AVE	DCES ⁽⁴⁾ DR. CRISP	FES ⁽⁴⁾ FAIRGROUNDS	LSES ⁽⁵⁾ LEDGE ST	MDES ⁽¹⁾ MAIN DUNSTABLE	MPES ⁽⁴⁾ MOUNT PLEASANT	NSES ⁽³⁾ NEW SEARLES	SHES ⁽⁴⁾ SUNSET HEIGHTS
21 st Century Program / collaboration/ storage/ STEM Wayfinding/ Learning Commons / Safety and Security / Flexible Furniture, etc.	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Stage or modifications to stage	YES	YES	YES	YES	NA	YES	NA	NA	YES	NA	NA	YES
Subtotal:	\$6.5 to \$8.5M	\$6.5 to \$17.5M	\$3.2M to \$5.2M	\$6.5 to \$17.5M	\$6.5 to \$8.5M	\$7.5M to \$9.5M	\$6.5 to \$8.5M	\$6.5 to \$8.5M	\$3.2M to \$5.2M	\$7M to \$9M	\$7M to \$9M	\$6.5 to \$17.5M

Decision Making Criteria

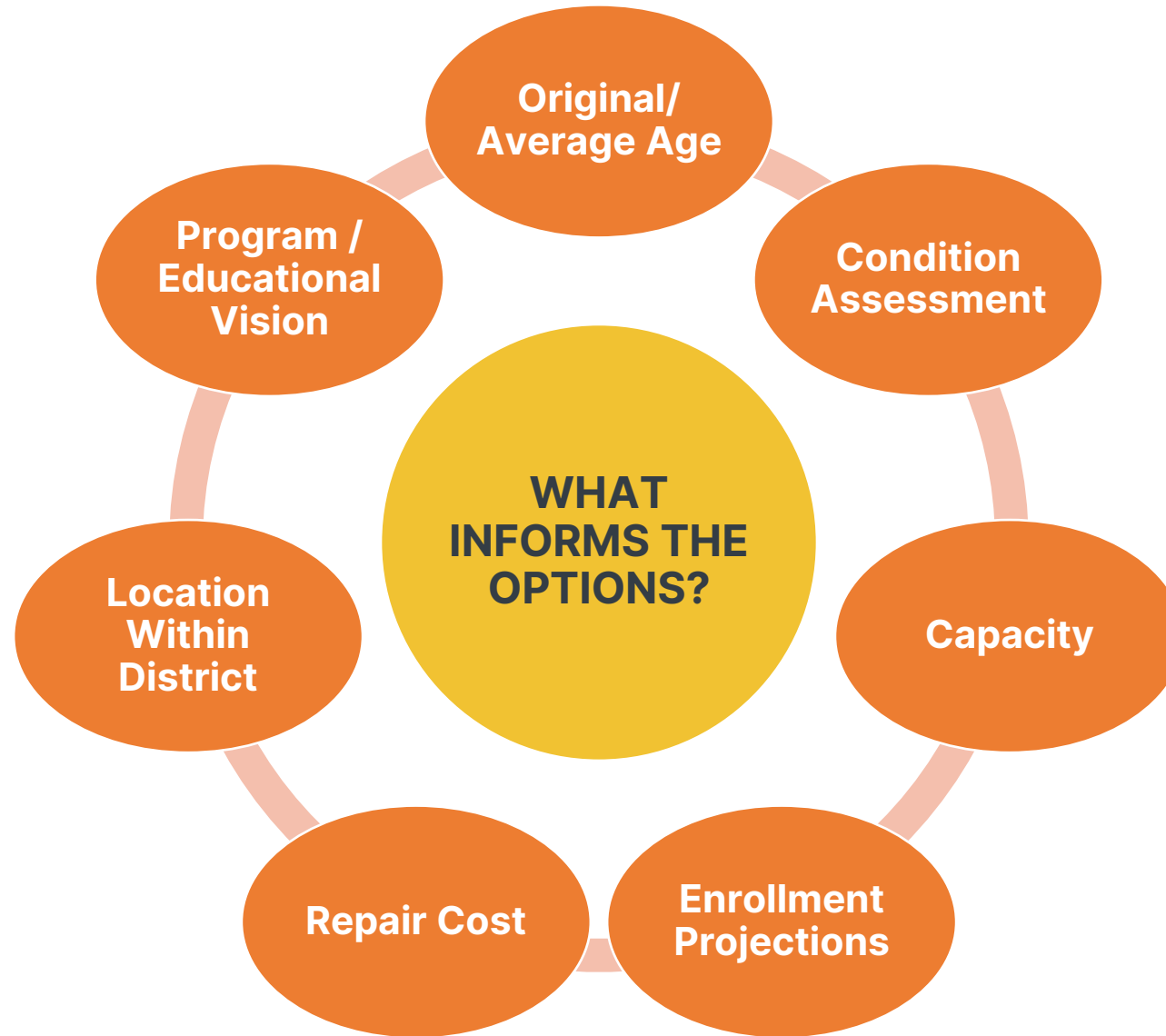
3

KEY BENCHMARKING ELEMENTS: WHAT ARE WE SOLVING FOR?		
EDUCATIONAL VISIONING OUTCOMES: DESIRED 21ST CENTURY DESIGN PATTERNS	Safety & Welcome (also a priority in Programming Meetings with Building Leaders and District Master Plan Goals)	✓
	Agile Classrooms	✓
	Healthy Building	✓
	Breakout & Pullover Spaces	✓
	Fitness & Movement	✓
	Secure Entry	✓
	Good Storage (also a priority in Programming Meetings with Building Leaders)	✓
	Safe Community Use & Access	✓
	Universal Design & Access	✓
	Sustainability	✓
	Classroom Neighborhoods	✓
	Flexible & Modular Furniture	✓
PROGRAMMING PRIORITIES (FROM BUILDING LEADERS)	Additional or Larger Program & Specialist Spaces	✓
	Updated, Accessible, and/or Single-User Restrooms	✓
	Updated Finishes & Maintenance	✓
	Improved HVAC	✓
DISTRICT MASTER PLAN GOALS	Address Building Needs	✓
	Address Items Beyond Critical Needs for CIP Funding Planning	✓
	Identify Investments to Address Future Outcome	✓
	Consider NH State Aid Funding as an Option	✓
	Address Parking/Traffic Issues	✓
	Intertwine with 5-Year Strategic Plan	✓

Options Considered

4

Exploring Options: **Option Considerations**



Exploring Options: **Elementary Schools—Existing**

SCHOOL	GRADES	CAPACITY	ENROLLMENT	APPROX. SF	BLDG. AGE
Amherst ES (AES)	K-5	378	288	64,700 SF	1964, 1978, 1982, 1999
Bicentennial ES (BES)	K-5	537	471	65,000 SF	1977, 1997
Birch Hill ES (BH)	K-5	381	331	64,800 SF	1972, 1993, 2024
Broad Street ES (BS)	K-5	361	253	62,470 SF	1963, 1965, 1990, 2015
Charlotte Ave ES (CA)	K-5	434	370	65,500 SF	1954, 1990, 2013
Dr. Crisp ES (DC)	K-5	454	356	54,800 SF	1981, 1997
Fairgrounds ES (FES)	K-5	555	456	65,500 SF	1954, 1964, 1990, 2012
Ledge Street ES (LS)	K-5	609	452	64,000 SF	1957, 1965, 1990, 2012
Main Dunstable ES (MD)	K-5	465	370	65,200 SF	1972, 1993, 2024
Mt. Pleasant ES (MP)	K-5	361	267	53,000 SF	1925, 1987, 2000
New Searles ES (NS)	K-5	355	253	57,000 SF	1968, 1995, 2003
Sunset Heights ES (SH)	K-5	498	357	67,635 SF	1965, 1990, 2016

CONSIDERATIONS:

- **Operation of 12 Elementary Schools**
- **Elementary Schools are generally underutilized**
- **Ages of schools vary; recent renovations for the schools vary**
- **The schools are spread around the city. In some cases, some buildings are in close proximity, and others are not.**
- **Building repair costs only are estimated at \$94,488,149 for 2025. This does not consider program needs.**

Exploring Options: Facilities Condition Summary

Highest Repair ROM Estimate Cost/SF:

- **Mt. Pleasant: \$240**
- **New Searles: \$146**
- **Amherst: \$140**
- **Ledge Street: \$119**
- **Bicentennial: \$111**
- **Charlette Ave: \$ 108**
- **Fairgrounds ES: \$104**

SCHOOL	TOTAL ROM REPAIR COST	SF OF SCHOOL	REPAIR COST/SF
AES - Amherst Street ES	\$9M +/-	64,700	\$140
BES - Bicentennial ES	\$7.2M +/-	65,000	\$111
BHS - Birch Hill ES	\$2.7M +/-	64,800	\$41
BSES - Broad Street ES	\$6.1M +/-	62,470	\$98
CES - Charlotte Ave ES	\$7.1M +/-	65,500	\$108
DCES - Dr. Crisp ES	\$4.3M +/-	54,800	\$78
FES - Fairgrounds ES	\$6.8M +/-	65,500	\$104
LSES - Ledge Street ES	\$7.6M +/-	64,000	\$119
MDES - Main Dunstable ES	\$3.5M +/-	65,200	\$53
MPES - Mount Pleasant ES	\$12.7M +/-	53,000	\$240
NSES - New Searles ES	\$8.3M +/-	57,000	\$146
SHES - Sunset Heights ES	\$5.7M +/-	67,635	\$84
FMS - Fairgrounds MS	\$5.6M +/-	118,800	\$47
MMS - McCarthy MS	\$200K +/-	211,985	\$1
PMS - Pennichuck MS	\$4.2M +/-	136,806	\$31
NHSN - Nashua HS - North	\$28.2M +/-	420,000	\$67
NHSS - Nashua HS - South	\$24M +/-	430,000	\$56
AD - Administration	\$800K +/-	9,920	\$76
FSS - Franklin Street School	\$800K +/-	40,000	\$20
ALL SCHOOL TOTALS	\$144.8M +/-	2,117,116	\$68

Elementary Program Scope Approximate ROM Estimated Cost Range

	ASES ⁽⁵⁾ AMHERST STREET	BES ⁽⁵⁾ BICENTENNIAL	BHES ⁽¹⁾ BIRCH HILL	BSES ⁽⁴⁾ BROAD STREET	CAES ⁽⁵⁾ CHARLOTTE AVE	DCES ⁽⁴⁾ DR. CRISP	FES ⁽⁴⁾ FAIRGROUNDS	LSES ⁽⁵⁾ LEDGE ST	MDES ⁽¹⁾ MAIN DUNSTABLE	MPES ⁽⁴⁾ MOUNT PLEASANT	NSES ⁽³⁾ NEW SEARLES	SHES ⁽⁴⁾ SUNSET HEIGHTS
21st Century Program / collaboration/ storage/ STEM Wayfinding/ Learning Commons / Safety and Security / Flexible Furniture, etc.	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Stage or modifications to stage	YES	YES	YES	YES	NA	YES	NA	NA	YES	NA	NA	YES
Subtotal:	\$6.5 to \$8.5M +/-	\$6.5 to \$17.5M +/-	\$3.2M to \$5.2M +/-	\$6.5 to \$17.5M +/-	\$6.5 to \$8.5M +/-	\$7.5M to \$9.5M +/-	\$6.5 to \$8.5M +/-	\$6.5 to \$8.5M +/-	\$3.2M to \$5.2M +/-	\$7M to \$9M +/-	\$7M to \$9M +/-	\$6.5 to \$17.5M +/-

Exploring Options: Elementary Schools

LEGEND

EXISTING

MAINTENANCE & UPGRADES

REPAIRS & PROGRAM UPDATES

CLOSE SCHOOL

CONSTRUCT NEW SCHOOL



Exploring Options: **Elementary Schools—Option A**

SCHOOL	EXISTING CAPACITY	EXISTING ENROLLMENT	OPTION A SCOPE	OPTION A ENROLLMENT
Amherst ES (AES)	378	288	Repairs & Program	288
Bicentennial ES (BES)	537	471	Repairs & Program	471
Birch Hill ES (BH)	381	331	Maintenance & Program	331
Broad Street ES (BS)	361	253	Repairs & Program	253
Charlotte Ave ES (CA)	434	370	Repairs & Program	370
Dr. Crisp ES (DC)	454	356	Repairs & Program	356
Fairgrounds ES (FES)	555	456	Repairs & Program	456
Ledge Street ES (LS)	609	452	Repairs & Program	452
Main Dunstable ES (MD)	465	370	Maintenance & Program	370
Mt. Pleasant ES (MP)	361	267	Repairs & Program	267
New Searles ES (NS)	355	253	Repairs & Program	253
Sunset Heights ES (SH)	498	357	Repairs & Program	357

CONSIDERATIONS:

- All 12 existing schools remain open and underutilized.
- Does consider building repairs.
- Does consider program improvements

OPTION A ROM ESTIMATED COST:
\$170M to \$220M



Exploring Options: **Elementary Schools—Option B**

SCHOOL	EXISTING CAPACITY	EXISTING ENROLLMENT	OPTION B SCOPE	OPTION B ENROLLMENT
Amherst ES (AES)	378	288	Repairs & Program	359
Bicentennial ES (BES)	537	471	Repairs & Program	501
Birch Hill ES (BH)	381	331	Maintenance & Program	361
Broad Street ES (BS)	361	253	Repairs & Program	342
Charlotte Ave ES (CA)	434	370	Repairs & Program	412
Dr. Crisp ES (DC)	454	356	Repairs & Program	431
Fairgrounds ES (FES)	555	456	Repairs & Program	526
Ledge Street ES (LS)	609	452	Repairs & Program	452
Main Dunstable ES (MD)	465	370	Maintenance & Program	440
Mt. Pleasant ES (MP)	361	267	Close School (move to: AES, BH, BS, CA, DC)	-
New Searles ES (NS)	355	253	Close School (move to: BES, FES, MD, SH)	-
Sunset Heights ES (SH)	498	357	Repairs & Program	440

CONSIDERATIONS:

- Closes 2 schools.
- Enrollment at remaining schools absorbs students from closed schools to better utilize capacity.
- Does consider building repairs.
- Does consider program improvements.

OPTION B ROM ESTIMATED COST : \$130M to \$175M

- Closes 2 of the older schools, poor matrix showing, higher cost/SF for repairs.
- Redistricting/bus routes/walking students.
- Operation of 10 Elementary Schools.



Exploring Options: **Elementary Schools—Option C**

SCHOOL	EXISTING CAPACITY	EXISTING ENROLLMENT	OPTION C SCOPE	OPTION C ENROLLMENT
Amherst ES (AES)	378	288	Close School (move to: New School)	-
Bicentennial ES (BES)	537	471	Repairs & Program	471
Birch Hill ES (BH)	381	331	Maintenance & Program	331
Broad Street ES (BS)	361	253	Repairs & Program	253
Charlotte Ave ES (CA)	434	370	Repairs & Program	370
Dr. Crisp ES (DC)	454	356	Repairs & Program	356
Fairgrounds ES (FES)	555	456	Repairs & Program	456
Ledge Street ES (LS)	609	452	Repairs & Program	452
Main Dunstable ES (MD)	465	370	Maintenance & Program	370
Mt. Pleasant ES (MP)	361	267	Close School (move to: New School)	-
New Searles ES (NS)	355	253	Repairs & Program	253
Sunset Heights ES (SH)	498	357	Repairs & Program	357
New Elementary School	-	-	Construct New Elementary School	555

CONSIDERATIONS:

- Closes 2 schools; builds 1 school.
- Enrollment at remaining schools could be reviewed to better utilize, while building smaller new school. (see Option E)
- Does consider building repairs.
- Does consider program improvements.

OPTION C ROM ESTIMATED COST : \$200 to \$245M

- Closes 2 of the older schools, poor matrix showing, higher cost/SF for repairs.
- Redistricting/bus routes/walking students.
- Operation of 11 Elementary Schools.
- **New school size.** (assumes \$725/sf total cost (year '26), 150sf/student and \$250k/acre at 25 acres for site) \$60,356,250 and \$6.25M for site)



Exploring Options: **Elementary Schools—Option D**

SCHOOL	EXISTING CAPACITY	EXISTING ENROLLMENT	OPTION D SCOPE	OPTION D ENROLLMENT
Amherst ES (AES)	378	288	Close School (move to: New North School)	-
Bicentennial ES (BES)	537	471	Close School (move to: New South School)	-
Birch Hill ES (BH)	381	331	Maintenance & Program	331
Broad Street ES (BS)	361	253	Repairs & Program	253
Charlotte Ave ES (CA)	434	370	Repairs & Program	370
Dr. Crisp ES (DC)	454	356	Repairs & Program	356
Fairgrounds ES (FES)	555	456	Repairs & Program	456
Ledge Street ES (LS)	609	452	Repairs & Program	452
Main Dunstable ES (MD)	465	370	Maintenance & Program	370
Mt. Pleasant ES (MP)	361	267	Close School (move to: New North School)	-
New Searles ES (NS)	355	253	Close School (move to: New South School)	-
Sunset Heights ES (SH)	498	357	Repairs & Program	357
New North School	-	-	Construct New North School	555
New South School	-	-	Construct New South School	724

CONSIDERATIONS:

- Closes 4 schools; builds 2 schools.
- Enrollment at remaining schools could be reviewed to better utilize, while building smaller new schools. (see Option E)
- Does consider building repairs.
- Does consider program improvements.

OPTION D ROM ESTIMATED COST: **\$245-\$275M**

- Closes 2 of the older schools, poor matrix showing, higher cost/SF for repairs.
- Redistricting/bus routes/walking students.
- Operation of 10 Elementary Schools.
- New school sizes.



Exploring Options: Elementary Schools—Option E

SCHOOL	EXISTING CAPACITY	EXISTING ENROLLMENT	OPTION E SCOPE	OPTION E ENROLLMENT
Amherst ES (AES)	378	288	Close School (move to: New North School)	-
Bicentennial ES (BES)	537	471	Repairs & Program	471
Birch Hill ES (BH)	381	331	Maintenance & Program	331
Broad Street ES (BS)	361	253	Repairs & Program(+100 Students)	353
Charlotte Ave ES (CA)	434	370	Close School (move to: New North School)	-
Dr. Crisp ES (DC)	454	356	Repairs & Program(+75 Students)	431
Fairgrounds ES (FES)	555	456	Close School (move to: New Central School)	-
Ledge Street ES (LS)	609	452	Close School (move to: New Central School)	-
Main Dunstable ES (MD)	465	370	Maintenance & Program	370
Mt. Pleasant ES (MP)	361	267	Close School (move to: New North School)	-
New Searles ES (NS)	355	253	Repairs & Program(+85 Students)	338
Sunset Heights ES (SH)	498	357	Repairs & Program	357
New North School	-	-	Construct New North School	750
New South School	-	-	Construct New Central School	639

CONSIDERATIONS:

- Closes 5 schools; builds 2 schools.
- Enrollment at remaining schools is rebalanced for better utilization.
- Does consider building repairs.
- Does consider program improvements.
- Operation of 9 Elementary Schools.

OPTION E ROM ESTIMATED COST: \$235 TO 275M

- Closes 2 of the worst matrix showing schools; closes several of the worst cost/SF for repairs schools; closes 5 oldest buildings that have not been renovated in the near term.
- Redistricting/bus routes/walking students.
- New school sizes.



Exploring Options: Middle & High Schools

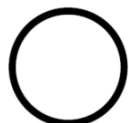
SCHOOL	GRADES	CAPACITY	ENROLLMENT	APPROX. SF	REPAIRS, MAINTENANCE, & UPGRADES COST*
Fairgrounds MS (FMS)	6-8	657 (@ 85%)	589	118,800 SF	\$5.6M +/-
McCarthy MS (MMS)	6-8	917 (@ 85%)	653	211,985 SF	\$225k +/-
Pennichuck MS (PMS)	6-8	858 (@ 85%)	764	136,806 SF	\$5.8M +/-
Nashua HS North (NHSN)	9-12	1614 (@ 85%)	1559	420,000 SF	\$42M +/-
Nashua HS South (NHSS)	9-12	1984 (@ 85%)	1709	430,000 SF	\$40M +/-

*Does not include Program Cost

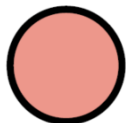
LEGEND



EXISTING



MAINTENANCE
& UPGRADES



REPAIRS,
MAINTENANCE
& UPGRADES



REPAIRS &
PROGRAM
UPDATES

EXISTING



FAIRGROUNDS
MIDDLE
SCHOOL



MCCARTHY
MIDDLE
SCHOOL



PENNICHUCK
MIDDLE
SCHOOL



NASHUA
HIGH SCHOOL
NORTH



NASHUA
HIGH SCHOOL
SOUTH

ALL
OPTIONS



REPAIRS,
MAINTENANCE
& UPGRADES



MAINTENANCE
& UPGRADES



REPAIRS,
MAINTENANCE
& UPGRADES



REPAIRS &
PROGRAM
UPDATES



REPAIRS &
PROGRAM
UPDATES

CONSIDERATIONS:

- Not enough capacity to move 5th grade to the Middle Schools.
- Not enough capacity to move 8th grade to the High Schools.
- Additions?

Community Feedback

5



Join at
slido.com
#2580 524

Please provide your feedback about the options (specify the option letter, when relevant)

School 3

Funds 3

- My suggestion is to roughly break down the costs yearly. I think most people cannot wrap their head around those huge numbers even though you kept saying 10 years...
Also with our current state politics and funding have we looked into grant options to help build these facilities.
Corporate sponsors like BAE to help with engineering labs...
Biotech companies for labs...

We need better facilities. New facilities

- Re title 1 funds, many of the schools are title schools.



Please provide your feedback about the options (specify the option letter, when relevant)

School 3

Funds 3

- What about title 1 funds??
- I think it's very clear that we need to reimagine our portfolio of buildings. They are assets for the city and if we continue to not maintain them, we will end up paying more. It's critical for our city to invest in the future by giving our students safe, accessible, inviting places to learn. We also must consider that one of the number one thing people ask when they consider a move is "how are the schools" an investment in our schools could very likely attract new homeowners and new teachers. Schools are not just for families—they can truly be hubs of our community and this master plan considers that. Final point is any master plan needs to consider the needs of our special ed students. Your final story needs to show not just the cost but also the potential savings in utilities, transportation and maintenance.

Join at
slido.com
#2580 524



Please provide your feedback about the options (specify the option letter, when relevant)

School 3

Funds 3

considers that. Final point is any master plan needs to consider the needs of our special ed students. Your final story needs to show not just the cost but also the potential savings in utilities, transportation and maintenance.

- Investing in early childhood education (public early childhood education options)
- We need to invest in our public education now as a collective community we can invest in it as individuals when they go to college/technical school.
- All options: What are the answers to the next steps after closures? Such as additional bussing budgets where they aren't needed currently. Also what happens to classroom sizes which are currently very good on average within our district.

Join at
slido.com
#2580 524

Next Steps

6

Here are the various methods we used to communicate the Facilities Master Plan Community Forum #2:

- 1. Email to all parents and staff through Student Information System (SIS), 1/21/26**
- 2. Facebook Post, 1/20/26**
- 3. Dr. Andrade announced at JSSBC meeting, 1/22/26**
- 4. Email invitation to Board of Alderman, 1/22/26**
- 5. Email invitation sent to Mayor's office for distribution, 1/23/26**
- 6. Flyer sent to all 18 schools for posting on front doors/community board, 1/27/26**
- 7. Press Release "invitation" sent to approximately 16 different local news agencies/reporters 1/27/26**
- 8. Email #2 to all parents and staff through Student Information System (SIS), 1/30/26**
- 9. Facebook Post #2, 1/30/26**

Next Steps

- **Review Community Feedback on the Options**
- **Narrow Down Options**
- **Refine Options**
- **School Board presentation: February 9th**