

HUMAN RESOURCES COMMITTEE

TUESDAY, MAY 26, 2026

5:00 PM

NHS NORTH BOARDROOM

Meetings are broadcast live on Channel 22 via Comcast or
Livestream link to watch/listen Nashua ETV is: <http://tinyurl.com/NashuaETVStream>
(time subject to change)

AGENDA

COMMITTEE MEMBERS: S. Giglio, H. Raymond, J. Lewis, S. Lopez (alt)

CALL TO ORDER

ROLL CALL

DISCUSSION

- HR Update
- Personnel Recommendations
- Performance Evaluation Form for School Administrative Employees
- Stipend Committee: Recommendation for Changes to Advisor Pay
- Non-Affiliated Handbook

NONPUBLIC SESSION, IF NEEDED (ROLL CALL VOTE):

- 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....*

ADJOURNMENT

NONMEETING FOR NEGOTIATIONS, IF NEEDED

NONMEETING WITH COUNSEL, IF NEEDED



NASHUA
SCHOOL DISTRICT
Gateway to Opportunity

141 Ledge Street

Nashua, NH 03060-3071

603.966.1075

BowseM@nashua.edu

Michael Bowse
Director of Human Resources

HR Committee 5/26/2026:

Good afternoon,

Please see below a breakdown of our current open positions for next school year.

- Job Openings
 - Total = 98 (paras not included)
 - Teachers for the 26/27 SY = 46
 - Elementary – 34
 - Middle – 7
 - High School – 5
 - School Psychologist – 4
 - Speech Language Pathologist – 2
 - Behavior Tech's - 13
 - Paras – working through transfers for true openings
 - Food Service = 13
 - Plant Operations = 14
 - Custodian - 6
 - Crossing Guards – 8
 - Administration = 2 (Brentwood Principal, Brentwood Coordinator)
 - Secretaries = 4 (Pennichuck, Amherst, Mount Pleasant, Sunset)



PERFORMANCE EVALUATION FORM

SCHOOL ADMINISTRATIVE EMPLOYEES

This evaluation is designed to recognize strengths, identify areas for growth, and support the professional development of our administrative staff in service of our school community.

EMPLOYEE INFORMATION

Employee Name:	Position/Title:
Department/School:	Date of Hire:
Evaluator Name:	Evaluation Period:

RATING SCALE

5 – EXCEPTIONAL	4 – EXCEEDS EXPECTATIONS	3 – MEETS EXPECTATIONS	2 – NEEDS IMPROVEMENT	1 – UNSATISFACTORY
Consistently exceeds expectations in all areas.	Frequently exceeds expectations.	Consistently meets expectations.	Sometimes meets expectations; improvement needed.	Does not meet expectations.

PERFORMANCE AREAS	RATING (1–5)					COMMENTS
1. JOB KNOWLEDGE & QUALITY Demonstrates the knowledge and skills necessary to perform job responsibilities accurately and effectively.	1	2	3	4	5	
2. ORGANIZATION & PLANNING Effectively prioritizes work, manages time, and meets deadlines.	1	2	3	4	5	
3. COMMUNICATION Communicates clearly and professionally in written, verbal, and electronic interactions.	1	2	3	4	5	
4. TEAMWORK & COLLABORATION Works cooperatively with colleagues and contributes to a positive, respectful team environment.	1	2	3	4	5	
5. INITIATIVE & PROBLEM SOLVING Shows initiative and uses sound judgment to solve problems and improve processes.	1	2	3	4	5	
6. SERVICE ORIENTATION Provides excellent service to students, staff, families, and the school community.	1	2	3	4	5	
7. CONFIDENTIALITY & PROFESSIONALISM Maintains confidentiality and models professionalism in attitude, appearance, and behavior.	1	2	3	4	5	
8. ADAPTABILITY & CONTINUOUS IMPROVEMENT Adapts to change and seeks opportunities to learn and improve.	1	2	3	4	5	

OVERALL PERFORMANCE SUMMARY

Please provide a summary of the employee's overall performance, including strengths, areas for improvement, and any goals for the next evaluation period.

GOALS FOR NEXT EVALUATION PERIOD (Optional – List specific goals or focus areas.)

1. _____
 2. _____
 3. _____

Employee Signature:	Date:
Evaluator Signature:	Date:

Employee signature indicates receipt of evaluation, not necessarily agreement with the evaluation.

Nashua School District
Performance Appraisal of Individual Goals/Key Result Areas

Individual goals or key result areas (KRAs) may be established between the supervisor and employee at the beginning of the evaluation period, with the performance appraisal of those goals completed at the end of the period.

Employee Name:

Period of Evaluation:

Goal/KRA #1:

Supporting Activities:

Distinguished ____ **Excellent** ____ **Proficient** ____ **Needs Improvement** ____ **Unsatisfactory** ____

Comments:

Goal/KRA #2:

Supporting Activities:

Distinguished ____ **Excellent** ____ **Proficient** ____ **Needs Improvement** ____ **Unsatisfactory** ____

Comments:

Goal/KRA #3:

Supporting Activities:

Distinguished ____ **Excellent** ____ **Proficient** ____ **Needs Improvement** ____ **Unsatisfactory** ____

Comments:

Stipend Committee - Recommendation for Changes to Advisor Pay

Matthew Poska
Michael Bowse
Angela Bartlett
Darcy Rock-O'Hara

Purpose

- ▶ Review the current stipend structure
- ▶ Ensure equity across similar roles
- ▶ Align pay with workload and student impact
- ▶ Improve consistency across all schools
- ▶ Transparency in expectations

Key Findings

- ▶ Significant variation across all schools
- ▶ Inconsistent alignment between workload and pay
- ▶ Outdated programs
- ▶ Non-existent structure of accountability of programs
 - ▶ Create an evaluation process for programs

Nashua High North

Current

Yearbook	\$1,497
Yearbook Assistant	\$702
Student Council (Senate)	\$1,145
Senior Class Advisor	\$1,697
Senior Class Assistant Advisor	\$749
Junior Class Advisor	\$749
Sophomore Class Advisor	\$749
Freshmen Class Advisor	\$749
Debate Coach (Model UN)	\$1,597
Speech Coach	\$899
Band Director	\$2,575
Choral Director	\$1,697
Play Director (Musical Director)	\$1,497
Drama Coach (Play Director)	\$1,347
Newspaper (Titan Times)	\$1,497
Newspaper Assistant	\$899
Granite State Challenge	\$325
Tattler Advisor (Scribbler)	\$1,145
Tattler Assistant Advisor	\$899
National Honor Society	1497
	\$23,911

Recommendation

Yearbook	\$1,550
Yearbook Assistant	\$725
Student Council (Senate)	\$1,145
Senior Class Advisor	\$1,800
Senior Class Assistant Advisor	\$800
Junior Class Advisor	\$800
Sophomore Class Advisor	\$800
Freshmen Class Advisor	\$800
Debate Coach (Model UN)	\$1,000
~~Speech Coach~~	
Band Director	\$2,700
Choral Director	\$2,000
Play Director (Musical Director)	\$1,500
Drama Coach (Play Director)	\$1,500
Newspaper (Titan Times)	\$1,550
~~Newspaper Assistant~~	
Granite State Challenge	\$1,500
~~Tattler Advisor (Scribbler)~~	
~~Tattler Assistant Advisor~~	
National Honor Society	\$1,500
Math Team	\$1,500
	\$23,170.00

Nashua High South

Current

Yearbook	\$1,497
Yearbook Assistant	\$702
Student Council (Student Senate)	\$1,145
Senior Class Advisor	\$939
Senior Class Assistant Advisor	\$939
Junior Class Advisor	\$939
Sophomore Class Advisor	\$939
Freshmen Class Advisor	\$939
Debate Coach	\$1,597
Speech Coach	\$899
Band Director	\$2,575
Choral Director	\$1,697
Play Director (Musical Director)	\$1,497
Drama Coach (The PLAY)	\$1,347
Newspaper	\$1,497
Newspaper Assistant	\$899
Granite State Challenge	\$325
National Honor Society	\$1,497
Tattler Advisor	\$1,145
Tattler Assistant Advisor	\$899
	\$23,913

Recommendation

	NEW AMOUNTS
Yearbook	\$1,550
Yearbook Assistant	\$725
Student Council (Senate)	\$1,145
Senior Class Advisor	\$1,800
Senior Class Assistant Advisor	\$800
Junior Class Advisor	\$800
Sophomore Class Advisor	\$800
Freshmen Class Advisor	\$800
Debate Coach (Model UN)	\$1,000
~~Speech Coach~~	-
Band Director	\$2,700
Choral Director	\$2,000
Play Director (Musical Director)	\$1,500
Drama Coach (Play Director)	\$1,500
Newspaper (Titan Times)	\$1,550
~~Newspaper Assistant~~	-
Granite State Challenge	\$1,500
~~Tattler Advisor (Scribbler)~~	-
~~Tattler Assistant Advisor~~	-
National Honor Society	\$1,500
Math Team	\$1,500
	\$23,170.00

Fairgrounds Middle School

Current

Band Director	\$500
Choral Director	\$500
School Play Director	\$702
Literacy Magazine	\$702
Debate and Speech	\$702
Student Council	\$702
Audio Visual Coordinator	\$749
FIRST Advisor	\$1,699
FIRST Assistant Advisor	\$899
National Jr Honor Society	\$1,497
	\$8,652

Recommendation

	NEW AMOUNTS
Band Director	\$1,000
Choral Director	\$1,000
School Play Director	\$1,400
Literacy Magazine	\$750
Debate and Speech	-
Student Council	\$750
Audio Visual Coordinator	-
FIRST Advisor	-
FIRST Assistant Advisor	-
National Jr Honor Society	\$1,500
Math Club	\$750
Art Club	\$500
Games Club(D&D)	\$500
	\$8,150

McCarthy Middle School

Current

Band Director	\$500
Chorale Director	\$500
School Play Director	\$702
Literacy Magazine	\$702
Debate and Speech	\$702
Student Council	\$702
Audio Visual Coordinator	\$1,497
Robotics Advisor	\$1,699
FIRST Assistant Advisor	\$899
National Jr Honor Society	\$1,497
	\$9,400

Recommendation

	NEW AMOUNTS
Band Director	\$1,000
Chorale Director	\$1,000
School Play Director	\$1,400
Literacy Magazine	\$750
~~Debate and Speech~~	-
Student Council	\$750
~~Audio Visual Coordinator~~	-
Robotics Advisor	\$1,000
~~FIRST Assistant Advisor~~	-
~~National Jr Honor Society~~	-
Math Club	\$750
Art Club	\$500
Games Club(D&D)	\$500
	\$7,650

Pennichuck Middle School

Current

Band Director	\$500
Choral Director	\$500
School Play Director	\$702
Literacy Magazine	\$702
Debate and Speech	\$702
Student Council	\$702
Audio Visual Coordinator	\$749
Robotics Advisor	\$1,699
FIRST Assistant Advisor	\$899
National Jr Honor Society	\$1,497
	\$8,652

Recommendation

	NEW AMOUNTS
Band Director	\$1,000
Choral Director	\$1,000
School Play Director	\$1,400
Literacy Magazine	\$750
Debate and Speech	-
Student Council	\$750
Audio Visual Coordinator	-
Robotics Advisor	\$1,000
FIRST Assistant Advisor	-
National Jr Honor Society	-
Math Club	\$750
Art Club	\$500
Games Club(D&D)	\$500
	\$7,650

Elementary Recommendations

- ▶ Repurpose \$5,388 saved from Secondary
- ▶ Add \$6,612 from budget (\$12,000)
- ▶ \$1,000 allocated for each school for after school programs
- ▶ 4 programs worth \$250 each

Questions?

