

**SIDE LETTER OF AGREEMENT
BETWEEN THE
HAVERHILL SCHOOL COMMITTEE
AND THE
HAVERHILL SCHOOL SECRETARIES ASSOCIATION**

This Agreement has been entered into by and between the Haverhill School Committee (“the School Committee”) and the Haverhill School Secretaries Association (“the Association”);

WHEREAS, there is a Collective Bargaining Agreement currently in effect between the School Committee and the Association effective July 1, 2023 thru June 30, 2026 (“the Contract”);

Now, THEREFORE, having bargained collectively pursuant to Chapter 150E of the General Laws, the School Committee and the Association agree to supplement the Contract with the following:

Effective July 1, 2025, the School Committee and the Association agree to amend Appendix A - FY26 salary scale step 7 salaries to reflect a 3% plus \$500 increase as stated in Article II - Election and Salaries 2. Salaries. Also, the title of Executive Secretary has been added to the scales as it has been reflected in previous contracts.


Signed in the City of Haverhill on this 30th day of June 2025.

Date: September 8, 2025

Haverhill School Committee


Richard Rosa, Vice-Chair

Haverhill Education Association
Secretaries Unit


Victoria Steed

Attachment: Revised Appendix A

FY23 - 1.75%

Step	10 Month 6 Hr	10 Month 6.5 Hr	10 Month 7 Hr	11 Month	12 Month	Bookkeeper/ Exec. Secretary
1	\$ 25,886	\$ 28,043	\$ 30,200	\$ 33,538	\$ 37,875	\$ 39,041
2	\$ 27,569	\$ 29,867	\$ 32,164	\$ 35,720	\$ 40,339	\$ 41,503
3	\$ 29,364	\$ 31,811	\$ 34,258	\$ 38,044	\$ 42,964	\$ 44,130
4	\$ 31,274	\$ 33,880	\$ 36,486	\$ 40,518	\$ 45,759	\$ 46,925
5	\$ 33,307	\$ 36,083	\$ 38,858	\$ 43,154	\$ 48,734	\$ 49,901
6	\$ 35,200	\$ 38,133	\$ 41,066	\$ 45,580	\$ 51,503	\$ 53,064
7	\$ 36,620	\$ 39,672	\$ 42,723	\$ 47,411	\$ 53,334	\$ 54,895

APPENDIX A

**SECRETARIES
FY24 - 4% + \$500 on Step 7**

Step	10 Month 6 Hr	10 Month 6.5 Hr	10 Month 7 Hr	11 Month	12 Month	Bookkeeper/ Exec. Secretary
1	\$26,921	\$29,164	\$31,408	\$34,879	\$39,390	\$40,602
2	\$28,672	\$31,061	\$33,451	\$37,148	\$41,952	\$43,164
3	\$30,538	\$33,083	\$35,628	\$39,566	\$44,682	\$45,895
4	\$32,525	\$35,235	\$37,946	\$42,139	\$47,589	\$48,802
5	\$34,639	\$37,526	\$40,413	\$44,880	\$50,683	\$51,897
6	\$36,607	\$39,658	\$42,709	\$47,403	\$53,563	\$55,186
7	\$38,585	\$41,758	\$44,932	\$49,807	\$55,967	\$57,591

FY25 - 3%

Step	10 Month 6 Hr	10 Month 6.5 Hr	10 Month 7 Hr	11 Month	12 Month	Bookkeeper/ Exec. Secretary
1	\$27,729	\$30,039	\$32,350	\$35,926	\$40,572	\$41,820
2	\$29,532	\$31,993	\$34,454	\$38,263	\$43,211	\$44,458
3	\$31,454	\$34,075	\$36,697	\$40,753	\$46,023	\$47,272
4	\$33,501	\$36,292	\$39,084	\$43,403	\$49,017	\$50,266
5	\$35,679	\$38,652	\$41,625	\$46,227	\$52,204	\$53,454
6	\$37,706	\$40,848	\$43,990	\$48,825	\$55,170	\$56,842
7	\$39,742	\$43,011	\$46,280	\$51,302	\$57,646	\$59,319

FY26 - 3% + \$500 on Step 7

Step	10 Month 6 Hr	10 Month 6.5 Hr	10 Month 7 Hr	11 Month	12 Month	Bookkeeper/ Exec. Secretary
1	\$28,560	\$30,941	\$33,321	\$37,004	\$41,789	\$43,075
2	\$30,418	\$32,953	\$35,488	\$39,411	\$44,507	\$45,792
3	\$32,398	\$35,098	\$37,798	\$41,975	\$47,404	\$48,690
4	\$34,506	\$37,381	\$40,257	\$44,705	\$50,488	\$51,774
5	\$36,749	\$39,811	\$42,874	\$47,613	\$53,770	\$55,057
6	\$38,837	\$42,073	\$45,310	\$50,290	\$56,825	\$58,547
7	\$41,832	\$45,232	\$48,631	\$53,854	\$60,452	\$62,191
*7	\$41,434	\$44,801	\$48,168	\$53,341	\$59,875	\$61,599

*Step 7 salaries revised to reflect 3% plus \$500
Added Exec. Secretary Title

