

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
HAVERHILL SCHOOL COMMITTEE  
AND THE  
HAVERHILL SCHOOL SECRETARIES ASSOCIATION**

This memorandum of Agreement ("MOA") is entered into by and between the Haverhill School Committee and the Haverhill School Secretaries Association for the purpose of defining the quarters for merit days (*Collective Bargaining Agreement Article V – Compensation During Absence 10. Merit Days*) for eleven (11) month Principal Clerks and twelve (12) month Principal Clerks, Bookkeepers and the Executive Secretary.

Effective July 1, 2025:

Eleven month Principal Clerks

Quarters are defined as follows:

First working day for 11 month Clerks – October 31

November 1 – January 24

January 25 – April 4

April 5 – Last working day for 11 month Clerks

Twelve (12) month Principal Clerks, Bookkeepers and the Executive Secretary

Quarters are defined as follows:

July 1 – September 30

October 1 – December 31

January 1 – March 31


April 1 – June 30

Date: November 20, 2025

Haverhill School Committee

  
Richard Rosa, Vice-Chair

Haverhill Education Association  
Secretaries Unit

  
Victoria Steed

