

## NH Mandatory Subjects of Bargaining

**Mandatory** subjects of bargaining are wages, hours, and other terms and conditions of employment. Wages can include hourly rates of pay, pay schedules, incentive plans, overtime pay, shift differentials, paid holidays, paid vacations, personal days, severance pay, bonus pay, merit pay, etc. Wage increases, and sign-on bonuses are all mandatory subjects of bargaining under the term **wages**.

Hours refers to the particular hours of the day and the particular days of the week during which employees may be required to work.

"Other terms and conditions of employment" include areas such as a grievance procedure (does not include final and binding arbitration), layoffs, seniority and promotions, sick leave, work rules, and definition of bargaining unit work.

The following is a list of typical mandatory subjects of bargaining. This list is not intended to be definitive or final, because there is no one list of what is a mandatory subject of bargaining and the way a bargaining proposal is framed can have an impact on whether the NH Public Employee Labor Relations Board or some other body finds the subject to be mandatory or not. As a result, if disputes arise in bargaining, you should consult your NEA-NH UniServ Director.

### Some Generally Accepted Mandatory Subjects are:

Compensation for additional duties such as stipends for coaching, etc. Course reimbursement  
 Health insurance co-pays  
 Health insurance including percent splits, the number of plans, types of plans, and the plan design  
 Holidays  
 Initial wages for new positions  
 Longevity benefits  
 Payday schedules Payroll deduction  
 Professional days for in-service  
 Regularly-scheduled overtime  
 Retirement incentives  
 Shift premiums Sabbatical leave  
 Salaries and advancement on salary schedule for course and degree completion Salary differentials for completing specialized training  
 Salary differentials for working with students with serious medical needs Sick Leave Benefits including sick leave banks and sick leave buybacks  
 Subcontracting out work traditionally performed by bargaining unit employees Length of the work day  
 Length of the work year  
 Release time  
 Mentor Programs, Orientation and Induction for new employees

Performance evaluation procedures  
Block scheduling  
Dress codes  
Grading procedures  
Grievance and arbitration procedures  
Health and Safety issues including building issues and student violence issues  
Due Process in disciplinary matters  
Maternity/Paternity Leave Personal  
Leave  
On-premise access to employees for transaction of union business  
Personnel files  
Union rights and responsibilities  
All Leave Benefits  
Length of Contract

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