

**Executive Board Meeting
December 5th, 2018**

I Call to Order

The meeting was called to order by Vice President John Narcizo at 2:44PM once it was determined that a quorum was present.

II Roll Call

Present:	Mitch Sweet	Steve Camara	√John Narcizo	√Karyn Robertson	√Wilson Valente
Academic:		√Justin Charest	√Tracey Collins	√Erin Gibeau	√Kevin Mahoney
		√Gisele Parent	Nick Santos		
Vocational:		√Neil Arruda	√William Berlo	√Steve Cloutier	
		Paul Nogueira	√Jonathan Root	Dave Salsinha	
At-Large:		Julie Ferreira			
LPN:		Amanda Paquin			
Guest(s):		Jeannine Carreiro			

III Officer's Report

a. Acceptance of Minutes

A motion was made by Wilson Valente to accept the minutes from November 7th, 2018, which was seconded by Erin Gibeau; motion passed, no discussion took place; report accepted.

b. Treasurer

The treasurer's report was presented by Wilson Valente and the financial statement was circulated around the room. A motion was made by Neil Arruda to accept the report, which was seconded by Jon Root, motion passed; report accepted.

c. VP of Negotiations

The VP of Negotiations had nothing to report but there would be two future topics to be discussed at the next meeting in executive session. There was a motion to accept this report by Karyn Robertson, which was seconded by Wilson Valente; motion passed; report accepted.

d. VP of Grievances

There are no grievances or concerns to report, the VP of Grievances was not present. There was a motion to accept the report from Tracey Collins, which was seconded by Justin Charest; motion passed; report accepted.

IV Old Business

a. PDP Certificates – These certificates still need to be awarded from the last April 2018 professional development day.

b. Skills USA – leave request (personal time vs. school business) question has still not been answered.

c. Teachpoint forms – Dr. Ferreira wants to change the form on Teachpoint to reflect and be aligned to the new rubric. There was some discussion and a motion was made by Gisele Parent to table the item to next meeting until material is required. This motion was seconded by Neil Arruda, no discussion, motion passed.

d. UBD expectations – Vocational teachers need 3 UBDs by the end of the school year.

V New Business

a. Required remediation – Instructors must stay one day a week for an hour. Are teachers supposed to be assigning required remediation?

b. Salvation Army – There was a motion by Jon Root that if we are approached to donate to the Salvation Army, then the DTA will donate \$100. This motion was seconded by Kevin Mahoney, motion passed.

c. Key Club – There was a motion by Gisele Parent to draft a letter to the Key Club, which was seconded by Tracey Collins, to thank them for their donations to the new member party.

d. Retirement party – This will be held in June 2019 to recognize all of the retirees.

VI Other

The next E-Board meeting will be January 3rd, 2019.

VII Adjournment

On a motion from Steve Cloutier to adjourn at 3:19 PM, which was seconded by Jon Root; motion passed, meeting adjourned.