

**Executive Board Meeting  
January 4, 2023**

**I Call to Order**

The meeting was called to order by Mitch Sweet at 2:44PM once it was determined that a quorum was present.

**II Roll Call**

|                    |              |                   |                  |                  |                 |
|--------------------|--------------|-------------------|------------------|------------------|-----------------|
| Present:           | √Mitch Sweet | Jonathan Root     | √John Narcizo    | √Karyn Robertson | √Wilson Valente |
| <b>Academic:</b>   |              | √Christine DeMelo | Erin Gibeau      | √Kevin Mahoney   |                 |
|                    |              | √Decio Matos      | √Jamie Rebello   | Nick Santos      |                 |
| <b>Vocational:</b> |              | Andrea Case       | Steve Desmarais  | √Chris McGovern  |                 |
|                    |              | Paul Nogueira     | Dave Salsinha    | √Priscilla Wicks |                 |
| <b>At-Large:</b>   |              | √Eric Silva       |                  |                  |                 |
| <b>LPN:</b>        |              | Linda Silvia      | <b>Guest(s):</b> | N/A              |                 |

**III Officer's Report**

- a. **Acceptance of Minutes** – A motion was made by Decio Matos to approve the minutes from December 1, 2022, which was seconded by Wilson Valente, motion passed; minutes accepted.
- b. **Treasurer** – The treasurer's report was provided for this month. There was a discussion about changing the PO Box out of the former president's name, so that we can set up auto pay. Decio will contact Jim Briggs. There was a motion made by Karyn Robertson to accept the report, which was seconded by Decio Matos, motion passed; report accepted.
- c. **VP of Negotiations** – There is nothing to report. There was a motion made by Decio Matos to accept the report, which was seconded by Wilson Valente, motion passed; report accepted.
- d. **VP of Grievances** – The VP of Grievances was not present to report. There is currently a level one grievance regarding coverages. The contractual right to refuse a fourth coverage was not allowed. Department heads were paid for a fourth coverage for the week. The ability to refuse a fourth coverage is in our contract. This grievance was satisfied at level one. There was a question about the level 3 grievance. Reporting on this could be detrimental to member. The level three grievance is in abeyance. There was a motion made by Decio Matos to accept the report, which was seconded by Jamie Rebello, motion passed; report accepted.

**IV Old Business**

- a. **By-Law Review** – There was a motion to take the By-Law review out of order by Decio Matos, which was seconded by Wilson Valente.
- b. **DTA Clothing** – The shirts haven't been ordered yet. We are looking for new vendor, since we have been blown off by two companies. This item has been tabled by John Narcizo, and seconded by Jamie Rebello.
- c. **Co teacher coverages** – If you are co teacher and want a sub when you are absent, then you have to put it in the notes on Frontline. Coverages will only be sent for for teachers who request them. If you don't request a substitute, then you will not get one.
- d. **DTA letterhead** – This item was tabled.
- e. **Election Night on Parent Night** – Mitch will send a letter to administration about not scheduling parent night on the same night as election day.
- f. **Related Teachers Covering Shop** – If a shop teacher is absent, then the related teacher was covering the shop and not getting a prep period all day. Karyn will make a Google Form for related teachers till fill out so we can see who would prefer to stay in related when a shop teacher is absent.
- g. **IRS Mileage Reimbursement Form** – A new rate has been determined, as of this week, which is now 65.5 cents per mile. Diman reimbursement forms have not being updated.
- h. **Teacher Assigned Detention Protocol** – Administration sent out this protocol to faculty on December 18, 2022 in an email with an attached document.

**V New Business**

- a. **Laptop Rollout** – Many faculty members haven't received their school issued laptop yet, which was supposed to be assigned in September 2022. Some faculty members were told that they had to make an appointment to stay after school to meet with IT in order to get their laptop.
- b. **Field Trip/Presentation Lists** - Lists with student names aren't getting sent out in the appropriate amount of time.

- c. **Spring Sports** – Coaches are worried about administration cutting freshman programs due to the construction that is happening, therefore cutting spring coaches. There was a discussion on how coaches' responsibilities will change with the new building. There were questions about transportation. If the principal chooses not to fill coaching positions, then he doesn't have to. Decio Matos emailed the principal about the parking spots that we will be losing, which is approximately 90 spots. The principal told Decio that it was too early to talk about it.

There was a motion to table the By-Law Review by Decio Matos, which was second by Karyn Robertson. There was a discussion about having a separate E-Board meeting to review the By-Laws. This meeting will occur on January 18, 2023.

**VI Other**

The job description for the study hall monitor stated that they are required to complete lessons and grades. There was a discussion about this. The next E-Board meeting will be held on Thursday, February 2, 2023 in Room B230.

**VII Adjournment**

At 3:40PM, there was a motion to adjourn the meeting by Karyn Robertson, which was seconded by Chris McGovern, motion passed; meeting adjourned.