

**Executive Board Meeting
February 2, 2023**

I Call to Order

The meeting was called to order by Mitch Sweet at 2:45PM once it was determined that a quorum was present.

II Roll Call

Present:	√Mitch Sweet	Jonathan Root	√John Narcizo	√Karyn Robertson	√Wilson Valente
Academic:		√Christine DeMelo	√Erin Gibeau	√Kevin Mahoney	
		√Decio Matos	Jamie Rebello	Nick Santos	
Vocational:		Steve Desmarais	Chris McGovern	Paul Nogueira	
		√Suzanne Raposo	Dave Salsinha	√Priscilla Wicks	
At-Large:		√Eric Silva			
LPN:		√Linda Silvia	Guest(s):	√Monica Camara	

III Officer's Report

- a. **Acceptance of Minutes** – A motion was made by Decio Matos to approve the minutes from January 4, 2023, which was seconded by Wilson Valente, motion passed; minutes accepted.
- b. **Treasurer** – The treasurer's report was provided for this month. Decio Matos spoke with Jim Briggs, the former president, and person who's name the PO Box is listed under. The PO Box is linked to Wilson Valente's account. He will meet with Jim Briggs and is hoping to meet over February vacation to transfer the PO Box name. The auto pay said that the PO Box was \$230.00 for a year, but it was \$130.00 last year. There was a discussion about why the mail doesn't just get sent to Diman, instead gets sent to a PO Box. ADP is still sending the W2s in Decio Matos' name. Wilson Valente put a service request in and they sent a second set of W2s to Wilson Valente this year. This matter should be all set now. There was a motion made by Decio Matos to accept the report, which was seconded by John Narcizo, motion passed; report accepted.
- c. **VP of Negotiations** – There is nothing to report. There was a motion made by Karyn Robertson 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. Mitch Sweet reported out for him. There are no pending grievances. The level three grievance from abeyance was resolved. There was a motion made by Decio Matos to accept the report, which was seconded by Erin Gibeau, motion passed; report accepted.

Karyn Robertson made a motion to take business out of order, which was seconded by Mitch Sweet. New business part a will occur first regarding special education.

IV New Business

- a. **Special Education** – Monica Camara spoke on behalf of the special education department. She spoke about the workload and how the number of students and goals to track is nearly impossible. The number of progress reports she has is 90. There is another teacher in the special education department who has 120. It is nearly impossible to monitor 90 student goals and 4 benchmarks. Approximately half an hour is spent per student goal. There was a discussion regarding special education and what could be done to help these teachers be more effective and give them time to complete their goals, in addition to other duties. Some solutions were suggested, including taking away coverages from the special education teachers during progress report surge periods.
- b. **Resignation** – Andrea Case has resigned from the E-Board, Suzanne Raposo will take her place. She was tied with Andrea Case during the last election.
- c. **Extracurricular Job Descriptions** – DTA members are submitting job descriptions for Appendix D positions to Interim Superintendent Brian Bentley, per his request.
- d. **Contract Proposals** – Requests for contract proposals will be put out within the next couple of months.
- e. **Retirement Party** – Karyn Robertson has offered to help plan the new member reception, which will be held in June and honor the retirees. Erin Gibeau has offered to help plan as well.
- f. **Summer Officer Work** – There was a motion to table the summer officer work by Decio Matos, which was seconded by Kevin Mahoney, motion passed; item tabled.

V Old business

There was a motion to table the old business in its entirety until next month made by Decio Matos, which was seconded Suzanne Raposo, motion passed; old business moved.

VI Other

On Wednesday, February 15th, there will be a special E-Board meeting for a By-Law review only. The next E-Board meeting will be held on Wednesday, March 1, 2023 in Room B230.

VII Adjournment

At 3:58PM, there was a motion to adjourn the meeting by Decio Matos, which was seconded by Erin Gibeau, motion passed; meeting adjourned.