

## Executive Board Meeting Minutes

December 2, 2025

### **I. Call to Order**

The meeting was called to order by Mitch Sweet at 2:43pm once it was determined that a quorum was present.

### **II. Roll Call**

Present:

<i>Officers:</i>	√Mitch Sweet √Elizabeth McPherson	√Steve Desmarais √Randi Costa	√Jonathan Root
<i>Academic:</i>	√Christine DeMelo √Erin Gibeau	√Kevin Mahoney David Lanczycki	√Jess Fiola-Tavares √Erin Smith
<i>Vocational:</i>	Neil Arruda Dave Salsinha	√Chris McGovern √Donald Travers	√Suzanne Raposo √Siobhan Santos
<i>At Large:</i>	Christine Powers		
<i>LPN:</i>	Kimberly Harrison		
<i>Guests:</i>	√ Jessica DeMoura	√Decio Matos	

### **III. Officers' Reports**

- a. Acceptance of Minutes:** A motion was made by Christine DeMelo to approve the Executive Board minutes from November 3, 2025, which was seconded by Kevin Mahoney, motion passed; minutes accepted.
- b. Treasurer Report:** Randi Costa provided an update on the monthly report. The DTA new hire/retiree event was paid on November 17, 2025, totaling \$2,057.40. The MTA is behind in collecting dues and therefore the balance does not reflect the \$12,830.40 payment for December. A motion was made by Elizabeth McPherson to accept the treasurer report, seconded by Kevin Mahoney. Motion passed; report accepted.
- c. VP of Negotiations Report:** Proposals for the next contract will open January 5, 2026 and close January 30, 2026. There will also be a round of proposals/negotiations in September 2026 once we have moved to the new building. A motion made by Siobhan Santos to accept the report, seconded by Elizabeth McPherson. The motion passed; report accepted.
- d. VP of Grievances:** There are no current grievances at this time. There was one item brought forward right before the meeting regarding coaches pay. This should be considered to put in as a proposal. Siobhan Santos made a motion to accept the report and it was seconded by Donald Travers. The motion passed; report accepted.

#### IV. Old Business

- a. **New Building Logistics/Packing Time:** Bins have been dropped off in shops. This item will remain on future agendas.
- b. **Use of Parent Square Expectations:** Staff continues to find it unclear as to the expectations of Parent Square. Leslie Weckesser would like to present to the staff at a faculty meeting with a representative from the technology department. There has also been a request to do a test message on Parent Square prior to the meeting to see if everyone is getting the messages. This will remain on future agendas.
- c. **Single Plus One Health Care Option:** Chris McGovern spoke with Paul Kitchen about the work done last year on the health care options. In order to have changes offered to our health insurance, it would have to be completed by March to be in effect for June. This will remain on future agendas.
- d. **New Hire/Retiree Party:** The event was well received. This item will be removed from future agendas.
- e. **2026-2027 School Calendar:** A draft calendar was presented by Erin Smith and Erin Gibeau. There was discussion on ways to run Open House and the middle school tours back to back so shops are not setting up multiple times. Mitch will share the draft calendar with Leslie. This item will remain on future agendas.
- f. **DTA Fridges:** The union needs to decide if the fridges are going to be auctioned off or donated. This item will remain on future agendas.
- g. **Contract Proposals:** The window for contract proposals will run from January 5-January 30<sup>th</sup>. Mitch will retrieve the ballot box and find a location for it during submission. Elizabeth will send out the form to DTA members in preparation of the proposal window.
- h. **Use of Google Classroom for Staff:** This topic will be discussed by Leslie at a faculty meeting. See item b above.
- i. **School Business Time for Writing New Curriculum:** Some departments are getting credit for school business while others are not. This is also impacting inverse order. This will remain on future agendas.
- j. **New IEP Protocol's for Aspen:** Special education has sent a memo that staff should not be relying on the blurb in Aspen. Should the blurbs be removed if they aren't to be used anymore? Staff doesn't feel trained on the new IEP and find it hard to navigate. Mitch will speak to administration.
- k. **Professional Development Money:** Members would like to know how many people accessed the \$15,000 set aside for professional development in order to prepare for proposals. Mitch will request this information from administration.

#### V. New Business

- a. **Laptops in the new building:** It was discussed at an academic department meeting that staff will be given chromebooks in the new building. Many teachers do not feel that this is feasible with the programs they use in shops and classrooms. Mitch met with Leslie to discuss this topic and she will provide more information in the near future. She was unaware of this change being made to the technology options for staff until that academic department meeting was held. This item will remain on future agendas.
- b. **Use of personal phones for communication purposes in the new building:** At the November School Committee meeting, a conversation was held regarding the use of an application on personal devices to communicate in the new building. Mitch met with Leslie and this app will not be required to staff to download. This item is considered resolved.

- c. September round of proposals:** A one month proposal period will be open during the month of September 2026 to address any unseen issues as we transition to the new building. This item will remain on future agendas.
- d. School Committee Sign Ups:** A draft document was presented by Elizabeth McPherson for staff to sign up to attend school committee meetings. The goal is for at least two DTA members to attend each month in person. This document will be shared each month with DTA members. This item will be removed from future agendas.
- e. December Middle School Tours:** It is going to be proposed that the dismissal time be changed to 11am on Wednesday 12/10. There will be a staff grab and go lunch and the tours will run until 1:45pm. There will be a staff debriefing at 2:00pm and staff will be released at 2:30pm.

**VI. Other**

The next E-Board meeting will be held on January 14, 2026 in A214.

**VII. Adjournment**

At 3:46PM, there was a motion to adjourn the meeting by Chris McGovern, which was seconded by Kevin Mahoney, motion passed; meeting adjourned.