Executive Board Meeting Minutes

October 6, 2026

I. Call to Order

The meeting was called to order by Mitch Sweet at 2:42pm once it was determined that a quorum was present.

II. Roll Call

Present:

Officers:	√Mitch Sweet	√Tom Librera	√Jonathan Root
	√Elizabeth McPherson	√Randi Costa	
Academic:	√Amanda Pedersen	Kevin Mahoney	√Jess Fiola-Tavares
	√Erin Gibeau	David Lanczycki	√Erin Smith
Vocational:	√Meredith Gilbeault	√Chris McGovern	Suzanne Raposo
	√Dave Salsinha	√Priscilla Wicks	
	√Vanessa Vasconcellos		
At Large:	Christine Powers		
LPN:	√Kimberly Harrison (Google Meet)		
Guests:	√Christine DeMelo	√Jennifer Ferrara	√Sheila Condon

III. Officers' Reports

a. Acceptance of Minutes: A motion was made by Tom Librera to approve the Executive Board minutes from September 10, 2026. The motion was seconded by Amanda Pedersen, motion passed; minutes accepted.

b. **Treasurer Report:** Randi Costa provided an update on the monthly report. Jon Root, Mitch Sweet and Randi Costa met with Nicole Bernier from payroll in order to come to an agreement on a fix for the dues collection errors. An email was sent out to the body outlining the new 26-27 schedule of dues collections. This year's dues collections are slated to end on June 3rd, so no dues should be deducted after that date. 150 E forms were filed with the state ensuring we continue to be recognized as a non-profit organization. The $18.50 fee was paid by R Costa and a reimbursement check was written. Our Corporate Annual Report was filed with the State on September 3rd to comply with federal transparency laws. A motion was made by Elizabeth McPherson to accept the treasurer report, seconded by Jessica Fiola-Tavares. Motion passed; report accepted.

c. VP of Negotiations Report: Tom Librera identified the members of the negotiation team—himself, Mitch Sweet, Jonathan Root, Elizabeth McPherson & David Salsinha. A date was also chosen to review the fall proposals. This meeting will take place on October 13, 2026. A motion was made by Chris McGovern to accept the VP of Negotiations report, seconded by Vanessa Vasconcellos. Motion passed; report accepted.

d. **VP of Grievances:** Jonathan Root presented the grievance report. There are no current grievances at this time. Jessica Fiola-Tavares made a motion to accept the report and it was seconded by Amanda Pedersen. The motion passed; report accepted.

IV. Old Business

a. **September Round of Proposals:** A meeting will be held on October 13, 2026 to review the fall proposals. The body will be notified as all are welcome to attend. This item will be removed from future agendas.
b. **Open Negotiations:** Members are requesting more transparency in the negotiation process. This item will be discussed closer to the negotiations period.
c. **Vending Machines:** Elizabeth McPherson has reached out to several vending machine companies. Several companies are seeking a minimum spending amount. She will continue to work on this item. This item will remain on future agendas.
d. **IEP Quick Access in Aspen:** The IT department has added a filter option on the Documents tab so that it will filter out other documents and staff can access the IEP more easily. A conversation was held regarding the challenges specific to the freshman exploratory teachers. This will remain on future agendas.
e. **Classroom/Shop Keys:** All teachers should have keys at this point. This item will be removed from future agendas.
f. **Staff Children Supervision:** This is no longer an issue. It will be removed from future agendas.
g. **DTA Dues Refund:** This item was discussed during the treasurer's report. It will remain on future agendas.
h. **New Hire/Retiree Party:** Due to the schedules of the retirees, the party date will be moved to Tuesday November 10, 2026. There is no school the next day. This will remain on future agendas.

V. New Business

a. **Open House:** A conversation was held regarding Open House. It is going to be held from 11-3pm. Staff is required to attend 2 hours or take time off on the early release day. A motion was made by Mitch Sweet to communicate to staff that they can choose the two hours they would like to attend. The motion was seconded by Elizabeth McPherson.
b. **School Committee Meeting Notes:** A request was made to ask for the school committee draft notes following the meetings. Additional information will be sought out regarding this issue. This issue will remain on future agendas.
c. **Math Consultant Walk Through:** A discussion was held regarding the new initiative of a math consultant running professional development sessions. Staff are being asked to participate in learning walks and provide feedback to teachers during class periods or on preps. This item will remain on future agendas.
d. **Water Filtration**: The new bottle fillers are not filtered. There are concerns about the water not being up to standard to drink. This will remain on future agendas.
e. **3rd Lunch Passing Time:** Members expressed concern that the third lunch is shorter than first lunch. Jonathan Root and Elizabeth McPherson met with administration with a proposed plan to make the third lunch equitable to first lunch. At this time, adjustments cannot be made due to the need of the cafeteria timing wise. This issue will remain on the agenda to monitor if it continues to be an issue.
f. **Critique Room Sign Up:** The first floor Critique room is available for all shops on the first floor. Elizabeth McPherson spoke with administration to ensure the sign up was shared with all applicable shops. This item will be removed from future agendas.

g. **Input of Aesop Meetings:** A concern was brought forward regarding the responsibility of inputting meetings into Aesop. Administrative assistants put in 504 and IEP meetings. All other meetings must be input by the teacher. This item will be removed from future agendas.
h. **Give and Take Space:** Guidance reached out about creating a space in which teachers could leave items that are in good condition but are no longer being used. A discussion was held and it was agreed a space could be utilized in the A2 teachers' room. This item will be removed from future agendas.
i. **Teacher Lounge Space:** The three teacher rooms are managed by the DTA. A discussion was held regarding including paraprofessional and substitute teachers to utilize the space as well. It was agreed upon that this was appropriate. Signage will be created to signify this change. This item will be removed from future agendas.
j. **Virtual PD:** AP teachers are attending a full day virtual PD and would like to complete this at home, as it runs from 8-3:30pm. This item will be removed from future agendas.

VI. Other

The next E-Board meeting will be held on Monday November 1, 2026. Location TBD.

VII. Adjournment

At 3:37PM, the meeting was adjourned by a motion from Chris McGovern and seconded by Amanda Pedersen.