METHUEN

EDUCATION ASSOCIATION

SEPTEMBER 15, 2015
MEA EXECUTIVE BOARD MEETING

I. **Call to order at _____**

II. **Attendance**

III. **Meeting Rules**
- **A. Speaking order**
- **B. 5 minutes per person**
- **C. May speak 2nd time**
  - **i. After 1st time speakers**
  - **ii. Limit 5 min.**

IV. **Secretary's Report /Lisa Feole-Pickett**

V. **Presidents' Report/ Carl & Donna**
- **A. Appointments**
- **B. Summer update**
- **C. Rep training**

VI. **Treasurer's Report /Jean D'Orsi**

VII. **First Vice-President/Kelly Shaffer**
- **A. Committee member recommendations**
  - **i. SLP**
  - **ii. Grievance committee**

VIII. **Second Vice-President's Report- Liz Conroy**
- **A. Grievances**
- **B. Arbitration**

IX. **Unit C Chairperson Diane Ferraro**

X. **Unit D Co-Chairpersons/Karen Lawlor & Liz Bistany**

XI. **Sick Leave Pool Chair Sue Jaras**
- **A. Sick leave approvals**

XII. **New Business/Announcements**

XIII. **Topics to share at 10 minute meeting**

XIV. **Rep drawing**

XV. **Adjourned at _____**

Notes: