

**PDTA Representative Assembly Meeting  
September 15, 2008  
Minutes**

**Present:** Connie Bader, Marcia Brown, Sue Burdett, Bret Burrows, Chris Burton, Bernadette Canfield, Dwayne Cerbone, Len Chaput, Jolene DiBrango, Tracy Dickerson, Kristen Dolan, Jill Drake, Sue Gager, Lee Gibson, Becky Girouard, Caren Glassman, Chris Gunter, Mary Hamblin, Kristen Jewett, Kelly Jordan, Suzanne Kaier-Tuttle, Linda Khalil, Paul LeVan, Marie LoRe-Geigel, Maryanne Maland, Rhonda Matthews, Katherine Matychak, Sue Ann McGrath, Erin McRae, Gail Mulkeen, Donna Nichols, Michelle O'Connor, Barbara Shapiro, Laura Shemancik, Karen Shield, Nanette Sorrentino, Sandy Stein, Sherry Tontarski, Dennise Zobel

**Absent:** Andy Balch, Keith Boardman, Mike Donner, Erin Khuns, Joel Menchel, Steve Smith, Pam VanGraafeiland

**Aflac Presentation**

Tim Henderson, AFLAC Representative, gave an overview of the services his company has to offer. Part of the role of PDTA President is to educate members about what is available.

The AFLAC program information is provided to employees through group meetings at each of the schools, and the Benefits Fair held in October. Tim is interested in how he can reach out to PDTA membership and meet their needs more effectively. Benefits purchased through AFLAC are portable in the event you leave the District and can cover costs incurred outside of this area, where typical health insurance may not. They also cover a wider range of costs than typical plans and can assist in supplementing your present coverage. AFLAC offers three plans to PCSD employees:

- Accident Plan.
- Cancer Plan.
- Dental Plan.

B. Shapiro reminded the RA members that they are valuable resources for staff on this issue.

Initial meeting historically social in nature. We will be introducing committee chairs as part of the agenda. Purpose of PDTA RA is to make decisions, inform and represent members concerns. The RA consists of approximately 5% of the membership with 40 members. Agenda and minutes are emailed to members. Agenda additions are welcome.

**1. Additions to the Agenda:**

**2. Approval of Minutes:** June 9, 2008 Representative Assembly/General Meeting minutes, June 9, 2008 and September 8, 2008 Executive Committee minutes were approved.

**3. Treasurer's Report** was distributed, reviewed and approved.

**4. OLD BUSINESS**

No old Business

## 5. NEW BUSINESS

- **Audit Committee Report** was distributed and reviewed. Treasurer's books found to be in good order.
- **Speak Out raffle** for timely submission of articles submitted for last year was won by L, Khalil, MCE. She will receive \$50.00 gift certificate to the restaurant of her choice. B. Shapiro encouraged members to consider submitting articles for this school year.
- **Sick Leave Bank:** The Sick Leave Bank was created to help members who have exhausted their sick leave by giving them up to 30 additional days. To receive days from the sick bank you must have contributed to the bank. Currently the contribution is 3 days per member. At this point, however, the balance of the days remaining in the bank has dropped significantly as more days are being used than contributed. For this reason the guidelines of the Sick Leave Bank need to be reassessed. After discussion, a motion was made and approved to:
  - Require future employees to contribute 4 days for participation in the bank
  - Assess current employees 1 additional day to be added to the bank
  - Encourage employees with excess sick leave time to consider donating additional days
  - Inquire if employees at maximum level of days allowed (215) could donate days which would otherwise be lost at the end of the school year.

## 6. COMMITTEE REPORTS

- **Membership:** Everyone should have received NYSUT calendars.
- **Public Relations:** Sample Entertainment books are in all schools for viewing in the staff lounges. Making Strides for Breast Cancer Walk, which is supported by NYSUT, takes place on October 5. Many staff prefer to walk with friends and family. Please register with the NYSUT table upon arrival, no matter who you walk with so that your affiliation with PCSD is recognized. PDTA will again be supporting the Pittsford Food Cupboard through both building and district-wide contributions. This year the Food Cupboard is accepting cash donations as well as donated items. For more information on any of these events, please contact your building Public Relations representative.
- **Special Events:** The 2008 PDTA Benefits Fair will be held October 16. It is a great opportunity for staff to get information on all benefits available, win great prizes, enjoy some great food, and receive a flu shot.
- **Political Action:** We will again be looking for volunteers to work the phone bank to make phone calls to union members. Food and beverages will be provided as well some other incentives. All that is needed is a few hours of your time.
- **Health and Safety:** Information on Global Compliance Modules: Bloodborne Pathogens, Chemical Hazards and Sexual Harassment will be sent to buildings shortly. This information is required to be offered/completed annually.

## 7. SPECIAL REPORTS

- **Fair Plan-B.** Shapiro gave an update on how the monies would be returned to the District after the successful legal outcome of the Fair Plan issue. Starting January 2010 money will be repaid to the District over a five-year period. The reimbursement will include legal fees incurred by the District. At this time the School Board has targeted all money repaid to be used toward the tax base. Public approval is only required for expenditures, not revenue.
- **Staff in leadership roles** throughout the district have been asked to review their job descriptions to assess whether it is an accurate depiction of their current role and responsibilities. This information will be used to review job descriptions which may need updating.
- **Revised Annual Professional Performance Review (APPR)** was distributed. It now offers the opportunity of alternatives to observations for tenured teachers.
- **Revised Sub/Absence Form** was distributed and reviewed. More boxes were added for district-related absences to allow the District to more accurately determine the reasons for absence request.
- **The New Professional Development Model** was discussed. 259 staff members were able to complete their contractual requirement of 12 hours over the summer. Consensus was that things were going well. Reminders to staff who have not completed the requirement will be mailed in the spring.
- **BOE:** New President is Ray Brown, VP is Alka Phatak. Newest member Ed Starowicz has been a valuable addition as he also works for the town and has helped link communication between the two.
- **DPT** meets for the first time this week.
- **Student Benefit Fund** is available for students in need. Request forms for this fund are located in the main office of each school.
- **Grievance-** Building Reps have done an outstanding job in working with administrators to work things out at the building level. Due to the previous work of the committee, there is a new Health Fund application for staff that will be out on leave (not on the payroll) on 10/1/08. It is important that staff complete this application so that they can receive a pro rated health fund benefit.
- **Retiree-**A breakfast was held on the first day of school for all new retirees. They will hold their Fall Luncheon on October 7<sup>th</sup>.

Respectfully submitted,

Linda Khalil