

PDTA Representative Assembly and Active Membership Meeting Minutes

Monday, June 8 at 3:30pm

LOCATION: SHS LGI



Attendees: Jaclyn Anderson, ~~Nicole Barry~~, Susan Benson, ~~Jennifer Birdsong~~, ~~Jessica Bonadio~~, Greg Bischooping, Erica Bonin, Jackie Bowser, Bret Burrows, Kim Chesko, ~~Erin Ciccone~~, LaShanda Clark McCadney, Erin Cregan, Nina Dezio, Kristen Dolan, Ryan Domina, ~~Ellen Fox~~, Murie Gillett, Karen Grace, Marc Hellems, Irene Hopp, Samantha Hyde, Alyson Jacobs, Kelly Jordan, ~~Paul LeVan~~, Amanda Marshall, Brandon Mauks, Connie Maust, Erin Moses, Kelly Nanavati, Emily Odhiambo, Robyn Paino, Farida Patrawala, Radhika Ramesh, Deborah Ricketts, Michele Riedl, Jennifer Robinson, Brian Shafer, Katie Shea, Whitney Sienkiewicz, ~~Jennifer Simons~~, Patty Steeley, Lindsay Stephens, Rebecca Tan, Jake Thompson, Jen Villareale, Stephanie Warchol, Heather White, ~~Jeff Wing~~, Jessica Wojcik, Dennise Zobel

Additional Attendees: Zach Herbert, Jacqueline Madden, Catherine Phillips, Anne Holahan, Katie Ryan

Sent with Agenda: May Rep Assembly Minutes, June Executive Committee Minutes, Treasurer's Reports (PDTA 26-27 Proposed Budget), End of Year Committee Reports, 26-27 RA Roster, 26-27 PDTA Meeting Dates, 26-27 PDTA Committee Roster

Opening:

- NYSUT/PDTA Code of Conduct

Approval of the Minutes (sent with agenda)

- **Action: A motion was made and seconded to approve the minutes. Motion passed unanimously.**
 - Representative Assembly: May 2026
 - Executive Committee: June 2026

Treasurer's Report: (sent with agenda)

- Treasurer's Reports
 - Ryan shared the current account balances and budget report as of June 4th. We have one more NYSUT payment to send out this month and we are waiting on reimbursement from the district for the retirement event. PDTA reimbursements were due Monday, June 8th.
- PDTA 2026-2027 Budget
 - Ryan gave a presentation of the PDTA 2026-2027 proposed budget.
 - **Action: A motion was made and seconded to approve the 2026-2027 PDTA Budget. Motion passed unanimously.**
 - Line-Item Updates – There will be an increase in the Representative Assembly line item from \$1,250 to \$1,500 which it was a couple years ago, and a 4% increase in the PDTA Secretarial Service line item to match the contractual raise PCSD staff will receive. Additionally, the Student Assistance Fund, which was at \$0 the past two years, will be removed as the district has a Student Opportunity Fund that is widely used.
 - Anticipated Changes in Revenue – We have seen an increase in revenue as we have more PDTA members this year. We are increasing our yearly fundraising goal by \$300 to \$2,800 as fundraising efforts to support the Barb Shapiro Student Scholarship Fund have been successful. With interest rates coming down, we have seen our 12-month CD drop from 4% to 3%, equivalent to \$300, bringing our interest income to \$1,200.
 - Membership Dues – There will be an \$8 increase in NYSUT dues (\$402 to \$410) and a \$3 increase in AFT dues (\$245.16 to \$248.16). This will not impact PDTA dues.
 - Ryan distributed stipend checks.

RA Meeting Dates 2025-2026: ~~9/15, 10/27, 11/17, 12/8, 1/26, 2/9, 3/9, 4/13, 5/11, 6/8~~

Membership Meeting

- A Year in Review
 - Stephanie shared the main focuses of our union and accomplishments of PDTA throughout the 2025-2026 school year. Some of these celebrations include welcoming new members over the summer and throughout the year, Temperature Mitigation Legislation, Distraction Free Litigation, adding long-distance to the #3000 extensions, leadership transitions within PDTA and PCSD, Fix Tier 6 Rally in Albany resulting in proposed changes, continued work with Workplace Violence Act, celebrating our tenure, retiring, and 20-year staff members, and the accomplishments of our PDTA committees.
- VP for Negotiations Update
 - Preparation for next year's contract negotiations are continuing.
 - Completed: Following the February Active Membership meeting, over 260 interests were submitted by members. Since then, our Negotiations Team and Professional Advancement Committee (PAC) have been sorting through these interests.
 - Next Steps: Beginning in the fall, the group will be narrowed to the Negotiations Team where the team will begin prioritizing interests on behalf of PDTA members. At this point, there are nine meetings on the calendar where the Negotiations Team will be meeting with the District Team. When appropriate, an Active Membership Meeting will be called to discuss proposed contractual agreements.
- Plans for the Future
 - EZ Texting
 - Following the EZ Texting Survey that was sent out in May, members felt that having a text-based form of communication would be beneficial for our members. Members will have the opportunity to voluntarily opt-in for the communication at Opening Day using a QR code. Funding for this communication tool will come out of the Technology/Office/Milage budget line as most of our communication and Vote Cope funds sit within that budget line.
 - Medical Leave Document
 - A Medical Leave Info Sheet was shared with the group to support members who are expecting to go out on a leave. This document is intended for members who need to take a leave for themselves. The document is currently being shared with HR to ensure the document aligns with district policy and procedures.

Old Business

- SLB Ad Hoc Recommendations
 - **Action: A motion was made and seconded to accept the proposed changes to the Sick Leave Bank. Motion passed unanimously.**
 - The proposed changes to the current Sick Leave Bank document focused on adjusting the table within the document and cleaning up the language.
 - Beginning the 2026-2027 school year, joining members will have access to the SLB based on how many years they have been enrolled in the SLB. For current SLB members, access to the bank was based on number of years that members worked in PCSD. Additionally, to be fully vested, new members will need to donate 5 days to be fully vested, one day for five consecutive years. Current SLB members ~~who are enrolled under the old~~ table will continue to fall under the guidelines of the old table.
 - An updated copy of the SLB guidelines will be uploaded to the PDTA website for member viewing.
 - PDTA will also explore using digital forms, instead of paper, to simplify and expedite the process
- Maximum Temperature in Schools Legislation Reminder
 - In effect as of 9/1/25
 - Measured at a shaded location, 3' off the floor, near the center of the room
 - 82°F mitigate
 - 88°F educational and support service space should not be occupied

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- PDTA purchased 18 devices (instant read thermometers) to measure and record temperatures in our schools; members can see their Building Rep and/or Safety Rep if there is a concern as the weather heats up
- 2026-2027 Posting Process:
 - Postings will continue through June and over the summer for all PDTA positions.
 - Members in all PDTA units are encouraged to monitor emails weekly if interested or displaced.
 - Members are encouraged to share all external postings with friends, family and on social media.
- Summer workload and expectations
 - 10-month Certificated Staff- varies based on role, please seek clarification from your representative if unsure.
 - 10-month Paraprofessionals- all paras should submit the [SRP Summer Workday Form](#) as directed by their supervisor.
- Longevity: SRP Longevity is assessed in April and paid in May. Thus, only those with the years of employment qualifying for the next award amount as of April 1st receive payment. All others will qualify the following year.
- Substitute “Reasonable Assurance” Letters – some members may receive a Federally required Reasonable Assurance letter from the district in error. These individuals likely served as a substitute prior to being hired and were not removed from the system. Members continuing in full-time positions do not need to return it to the District as directed. This will not impact your ability to sub for a colleague according to our contractual provisions. All full-time members will receive a “Salary Notice” over the summer that will fulfill this requirement for you.

Committee Chair and Officer Reports

Per our Constitution, Chairs should have submitted their end-of the year reports to Tracy Castleberry for inclusion with our June RA agenda. Stipend checks will not be distributed until the report is received. All Chairs are expected to set up a fall meeting with committee members either in-person or ZOOM/TEAMS to share committee goals, share dates and discuss expectations/needs.

- Communications (Murie Gillett)
 - **Speak Out Deadlines:**
 - June Submit: 6/8 Publish: 6/11
 - **Website**
 - www.pdta.org
 - **Social Media**
 - **Facebook: Pittsford District Teachers Association- PDTA**
 - **Instagram: @pdtaunion**
 - **X: @PDTAunion**
- Extracurricular (Katie Shea)
 - The Extracurricular Committee met. Everyone should have received their extracurricular stipends at this point.
- Health and Safety (Robyn Paino)
 - The SEL team is exploring a screening tool that is aligned with MTSS.
- Political Action (Karen Grace)
 - We had a successful Vote Cope Campaign this year. Due to NYSUT member efforts, proposals have been made for changes to Tier 6.
- Professional Standards (Dennise Zobel)
 - The district will be transitioning to a digital evaluation system through Power School. Professional Development will be offered when a timeline for implementation has been established.
 - Power School will also house all PCSD curriculum as we will shift away from NYLearns.
- Public Relations (Kelly Jordan)

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- Fundraising efforts for the Barb Shapiro Student Scholarship Fund were successful this year raising \$4,205.89. PDTA received a thank you letter from PYS for the Chicken BBQ donations totaling 70 donated meals to support PCSD families.
- Special Events (Erica Bonin)
 - The retirement and 20-year honoree celebration was successful.

Special Reports

- President:
 - Central Office Updates
 - Discussions in connection with the ASI Office include transitioning from Typing Pal to Typing Agent in grades 2-5, High School Grading Ad Hoc Committee updates, and Technology updates.
 - Teachers in grades 2-5 will participate in a one-hour Zoom the last Wednesday of the school year with their district grade level. EAC Representatives should have communicated this to their buildings.
 - The High School Grading Ad Hoc Committee will be taking their ideas from the group to the Central Office Team. From there, they will bring their ideas to SAC. This is primarily for grades 9-12.
 - The technology department is continuing conversations around informing PCSD staff about Phishing as they prepare to switch platforms. More information to come.
 - Discussions in connection with PDAA include joint advocacy around morning supervision at the middle schools with the addition of the free breakfast program next year.
- Important Dates:
 - **June Speak Out**
 - Deadline to submit- June 8
 - Published- June 11
 - **PCSD Graduation** - RIT Gordon Field House, Saturday, June 20: MHS @ 10am, SHS @ 2pm
 - **PCSD Summer Leadership Retreat** (invite only) - July 14th & 15th @ Ravenwood Golf Club
 - **New Staff Orientation** (various PDTA Exec Members/Membership Chair to arrive by 10:15am) - Tuesday, August 18 @ Country Club of Rochester
 - **26-27 All Staff Orientation/PDTA Member Meeting** - Tuesday, September 1 @ MHS
 - **PDTA/PCSD Benefits Fair** - Thursday, October 22 @ CRMS
- Executive Vice President
 - Kim went to the final PTSA meeting of the year where the new officers for the 2026-2027 school year were announced. PTSA is finalizing PTSA Perks around the community where you can receive discounts for being a PTSA member.
- SRP Representative
 - Summer Day of Work forms are due Friday, June 12.
 - Stipends should have been paid out at this point. Members are encouraged to reach out to their building representatives with concerns.
 - There is no CPI Training in Para Academy this summer. The district is rethinking what this training looks like and what members should participate.

Official Transition of Representative Assembly Members 2025-2026 to 2026-2027

- Announcement of transitioning, incoming, and outgoing Rep Assembly Members
- PDTA President to officially appoint Resolution Specialist
 - PDTA President is once again appointing Jennifer Villareale the Resolution Specialist

Adjournment

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Meeting Adjourned at 5:05PM
Respectfully submitted,

Alyson Jacobs
PDTA Secretary