

PDTA Executive Committee Meeting Minutes

Monday, October 6, 2025 at 3:30 pm

LOCATION: SHS LGI



Standing Attendees: ~~Greg Bischoff~~, Jackie Bowser, Bret Burrows, Kim Chesko, Nina Dezio, Kristen Dolan, Ryan Domina, ~~Samantha Hyde~~, Alyson Jacobs, Amanda Marshall, Michele Riedl, Connie Maust, Jen Villareale, Stephanie Warchol, Jessica Wojcik, Dennise Zobel

Additional Attendees: Cori Haber - AFLAC Rep (4:40pm), Erin Moses (MHS Asst. Rep.)

Sent with agenda: Special Ed Roles & Responsibilities, Exec Committee Contact List

Updates

- Exec Business
 - The PDTA Executive Committee has discussion regarding the following topics: RA Suggestion Box, PDTA Constitution Updates, PDTA Website Updates, our New NYSUT Labor Relations Specialist, and updates on the Sick Leave Bank enrollment period and communications.
 - The most up-to-date version of the PDTA Constitution has been uploaded to the PDTA website. Our new Labor Relations Specialist will be Kate Sadler-Dobosz as our current LRS is retiring. There is currently a Sick Leave Bank drive taking place during the fall open enrollment period where members can volunteer to donate 1-4 additional days to the SLB. There will be another drive in the spring for members to donate.
- Central Office – Several discussions took place regarding different departments in Central Office.
 - HR: Discussion in connection with the HR office included Para Salary Incrementation MOA, Mandated Reporter Training, and Annual Mandatory Training (Cypherworks).
 - Superintendent: Discussions in connection with the Superintendent's office included and update on the Career Award Date Discussion, a Future Capital Improvement Project, and Shana Cutaia joining the October RA meeting.
 - Special Education: Discussions in connection with the Special Education office included a newly created Roles and Responsibilities Document, continued advocacy for staffing and training needs, Superintendent Conference Day Training for Paras, and CPI Training in WinCapWeb.
 - Technology: Discussion in connection with the Technology office included long distance phone access on high school classroom phones, Para Laptop Access, Phishing Campaign, and beginning of year Elementary Computer Set Up.
 - ASI: Discussions in connection with the ASI office included Middle School 8th Grade Field Trips.
- PDAA
 - Stephanie's next meeting with Melissa Julian will take place on 10/27.

AFLAC Representative Presentation- Cori Haber (4:50pm)

- Cori Haber presented on AFLAC and how benefits work for members. Stephanie will continue to work with Central Office and Cori on how to communicate this service to members. AFLAC will be present at the PDTA Benefits Fair.

EC Meeting Dates 2025-2026: 10/6, 11/10, 12/1, 1/12, 2/2, 3/2, 4/6, 5/4, 6/1

Officer & Building Rep Reminders (Possible Faculty Meeting Topics)

- Representing PDTA (Leaders, Building Volunteers, Committee Members)
- Sick Leave Bank- encourage member to join or donate additional days (up to 4)
 - Open Enrollment Period: October 1-31
 - Please note, the notation "Sick Bank Contrib." in WinCap Web Attendance Balances indicates SLB status. You are fully vested if it shows 4 days. This does NOT indicate that 4 days were deducted this year, additional days are NOT deducted annually after you are vested.
- *SpeakOut*- members are encouraged to read the most recent publication of PDTA's *SpeakOut*. These issues are filled with information that is relevant and important to our members. PDTA leaders and members are encouraged to submit articles for consideration.
- Members should regularly verify all payroll and absence recording in WinCap. Report errors or questions to your Supervisor/Administrator.
- Building Visits- Tracy will be reaching to BR to set up a first semester official building visit AND a Building Representative/team meeting

Important Dates

- **Benefits Fair/Flu Shot Clinic**- Thursday, October 23 @ 2:30 – 5:00 pm (CRMS Commons/Gym)
- **PDTA/PDRTA Happy Hour**- Friday, October 24 @ 3:00pm (Thirsty's- 8 State St, Pittsford)
- **PDTA Fall Apparel Sale**- place an order with your building PR volunteer between 10/23-11/6
- **NYSERS (SRPs) Pre-Retirement Workshop**- October 29 @ 3:30-5:00 pm (SHS LGI)
- **SRP Recognition Day**- Tuesday, November 18
- **NYSTERS Pre-Retirement Workshop**- November 20 @ 3:30-5:00 pm (SHS LGI)

Meeting Adjourned at 5:04 PM

Respectfully submitted,

Alyson Jacobs
PDTA Secretary