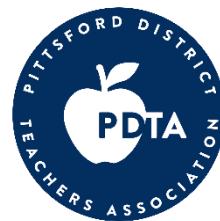


# PDTA Representative Assembly Meeting Minutes Monday, September 20, 2021



1. NYSUT/PDPA Code of Conduct  
**Review of the NYSUT Code of Conduct**
2. "We are the PDPA's Representative Assembly" ; Intros and responsibilities (The voice of a Rep)  
**Review of the roles and responsibilities of the Representative Assembly.**
3. Approval of the Minutes (sent with agenda)
  - a. Representative Assembly – June 2021
  - b. Executive Committee – September 2021

**Motion to approve the minutes from June 2021 RA and September EC**

**Motion passes**

4. Treasurer's Report: (sent with agenda)
  - a. Treasurer's Report
  - b. Annual Required AFT Audit (Available to members upon request in the PDPA office)

**Motion to accept the audit**

**Motion passes with amendment of name: Pittsford District Teachers Association, Pittsford Teachers Association**

- c. Annual Budget Review:  
**Split members are full time employees whose current salary allow them to pay partial AFT dues. The budget committee proposed last year reducing the PDPA portion of the dues for these members to 75%.**

## 5. Old Business

- a. 2020-21 Sick Leave Bank :
  - **Member voluntary donation of days will begin in October including at the Benefits Fair.**
  - **709.8 Days Available so no need at this time to reassess (Required when less than 500 days available)**

## 6. New Business

- a. PDPA Sexual Harassment Training will be conducted at the October RA Meeting
  - **All RA members must complete the PCSD Module prior to the RA Meeting and submit (email, interoffice mail or at the meeting) a copy of the certificate of completion.**
  - **If not present, you will be required to set up time to complete the required PDPA training.**
- b. Return from TLM's and COVID Response
  - **Scenario Committee members: Dwayne Cerbone, Kim Chesko, Kristen Dolan, Lynne Drake, Jennifer Villareale**
  - Review of 2021-22 Agreements  
**District and PDPA have come to an agreement on a potential fully remote document. PDPA advocated for access to technology, and common terminology to ensure representation for all members.**
  - Discussion of ongoing interests  
There are multiple agreements between the District and PDPA:
    - Compensation for SRPs who cover lunch supervision during their lunch time
    - Non-deduction of sick days for any personal Covid related illness / quarantine
    - Up to 5 days non-deduct for a Covid related child absence.
- c. Compensation:
  - **All members are encouraged to review their pay reports for accuracy (hours and rate). Members should check Wincap. If there is an error, please communicate with your supervisor.**
  - **Any member with an overage should be receiving documentation indicating their compensation.**

**Bold items should be included in building minutes.**

- d. District Meetings:  
All District and PDTA meetings will be scheduled in-person unless the local positivity rates require a change. There are not plans to offer simultaneous modality meetings.
- e. District Equity Coordinator:  
Interviews for Equity Coordinator will begin tomorrow
- f. NYSUT's Take a Look at Teaching (TALAT) Grow-Your-Own Grant project.
  - PDTA's grant application has been approved for the three-year term of the grant in the amount of \$5,000 per year.
  - Proposal tabled to gather more information PDTA will be seeking TALAT advisors at both high schools
- g. District devices:  
Paras are reminded that you are not expected to use (and it may be inappropriate in some scenarios) your personal devices for school related duties. If your job requires access to a device and one is not provided, please inform your Supervisor and PDTA building representative.

7. Committee Reports – Beginning of Year Committee Reports Delayed : Due for OCTOBER RA

a. Communications (Brian Regan)

Speak Out	Submission Deadline	Publication Date
September	27	30
October	25	28
January	24	27
March	21	24
May	9	12
June	20	23

b. Extracurricular (Katie Shea)

- Clubs are back in session!
- Clubs that compete are supposed to be allowed to compete as able. These extracurricular should have access to conferences that occur. If your club takes trips, advisors should ask administration about those trips.

c. Health and Safety (Emily Natoli-Burns).

- Building Sign-In Processes: Guests who enter the building will need to complete the qualtrix screening using personal device or school provided iPad.
- Disinfecting Protocols: Desks are sanitized every night, but cleaning materials are available for staff and students.
- Process for Building Level H&S concerns: There is a form to fill out that goes to the H&S building representative and the principal. Form is located on the PDTA website. Members are encouraged to keep the H&S building representative in the loop on all concerns that come up.

d. Membership (Paul LeVan)

- Membership committee met on Friday. Committee should start to see paperwork for continuing member form.
- New staff orientation committee was able to connect with all new professional staff members.
- Membership representatives may reach out to building representatives if they need help contacting potential members.
- The membership drive ends on Oct 7<sup>th</sup>. The first deduction of pay will be on Nov 15<sup>th</sup>.

e. Political Action (Karen Grace)

- No report

f. Professional Advancement (Cindy Merrifield)

- No report

g. Professional Growth (Julie Barker)

- Fall catalogue is out!

h. Public Relations (Nina Talamo)

- No report

i. Social Committee (Shari Ebert)

- The Benefits Fair will be held at CRMS this year.
  - FluClinic: Appointments will be required for the FluShot Clinic. Information is forthcoming.
  - There will not be an access to COVID-19 vaccination at the event.
  - Building Reps have Flu Shot Consent Forms for those who desire to fill out prior to the event

8. Special Reports

President:

a. Discussion:

Teaching and classroom/school activities are to remain apolitical. If members have questions regarding the appropriate inclusion of a potentially political related topic, interests or ideas, they are encouraged to review their course/grade level curriculum and/or discuss the topic with their immediate supervisor.

b. Rochester Labor Council Representation:

PDTA is seeking member representation to the Rochester Labor Council. Please contact Dwayne if interested in union related interests in the Rochester area.

c. Important dates (All are tentative subject to COVID-19 Restrictions):

- American Cancer Society's Making Strides Against Breast Cancer Walk (Frontier Field) Oct 17, 2021 10:00AM
- SRP Leadership Conference (Saratoga Springs) Oct 29-31, 2021
- ERS Pre-Retirement Workshop (ZOOM) - October 25, 2021 3:30-5:00 p.m.
- NYSTRS Pre-Retirement Workshop (SHS LGI) – November 15, 2021 at 3:30 -5:00 p.m.
- SRP Recognition Day – November 16, 2021
- Membership Meeting (SHS LGI) – January 10, 2022 (Solidarity Wear Day)
- Pink the Rink (RIT) – February TBD 2022 (Wear Pink)
- Retirement Party (Eagle Vale) - May 19, 2022 at 4:30PM
- SRP Leadership Conference October 29-31 Saratoga Springs
- Making Strides Walk – October 2021
- ERS Pre-Retirement Workshop - October 25, 2021 (Virtual)
- SRP Recognition Day – November 16, 2021
- NYSTRS Pre-Retirement Workshop (SHS LGI) – November 15, 2021 at 3:30 p.m.
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Executive Vice President:

a. Update Secondary WIN Time

PDTA and the District are working on an agreement to implement WIN time at the secondary level.

b. Please promote the PDTA Student Assistance Fund \$500

c. PTSA – Encourage all PDTA members to join! Membership is \$8 for Faculty/Staff.

d. Student Benefit Fund - Forms are electronic and found exclusively on [www.pdta.org](http://www.pdta.org)

e. Social Media - FB page (Pittsford District Teachers Association), Twitter (@PDTAunion)

Vice President-Negotiations

a. Agreements uploaded to Exec Team

b. PDTA will be negotiating next year. We will be looking into collecting interests later this year.

Resolution Specialist

a. All overages, overloads or contractual inquiries should be communicated to ~~Kim Cheske~~ Cindy Merrifield ASAP.

Respectfully Submitted,

Shari Ebert  
PDTA Secretary