

# PDTA Executive Committee Meeting Minutes

Monday, February 2, 2026 at 3:30 pm

LOCATION: SHS LGI



*Standing Attendees:* Greg Bischooping, 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:*

Sent with agenda: EZ Texting Resource

## Updates

- Exec Business:
  - The PDTA Executive Committee had discussions regarding the following topics: Sick Leave Bank Ad Hoc Advisory Committee, Retirements, Posting/Transfer Process, February Active Membership Meeting & Mingle, PDTA Succession Planning, and EZ Texting.
    - SLB Ad Hoc Advisory Committee – The first meeting for the SLB Ad Hoc Advisory Committee will be held on February 26, 2026. There are six members on the team.
    - Retirements – There are 28 certificated staff members that have submitted retirement letters. As of now, 10 paraprofessionals have submitted retirement letters. The deadline for paraprofessionals is April 1<sup>st</sup>. The current members retiring is equal to 750 years of service.
    - Posting/Transfer Process – Members are encouraged to use the Posting/Transfer Process document on the PDTA website to support answering questions. The document can be found using the following link:  
[https://www.pdta.org/files/ugd/f3e441\\_5d2fade9be9f47a99c176da3b499a6c4.pdf](https://www.pdta.org/files/ugd/f3e441_5d2fade9be9f47a99c176da3b499a6c4.pdf)
    - February Active Member Meeting & Mingle – The PDTA Active Membership Meeting has been rescheduled for Monday, February 9, 2026 at Calkins Road Middle School. The meeting will begin in the CRMS Auditorium, then move to the Commons for break-out sessions. There will be a Mingle at the Pittsford Pub following the meeting.
    - PDTA Succession Planning – At the January 2026 NYSUT Conference, five of our PDTA leaders participated in a succession planning activity. This activity will be added to the March RA Agenda.
    - EZ Texting – PDTA is exploring a text-based form of communication to share information/reminders with members. Information about the resource was shared at Exec. More information will be forthcoming.
- Central Office:
  - HR: Discussions in connection with the HR Office included Seniority Lists, Tuition Reimbursement Communication, Second Semester Contracts, Workplace Violence Act Submissions, and Department Leader Vacancies.
    - Seniority Lists – Seniority lists were distributed to building principals on January 28<sup>th</sup>.
      - All members are responsible for verifying their personal seniority annually. Members are encouraged to pay special attention to the dates and “Years” for certificated staff or “Hours” / “Days” of service for SRPs checking both the current year and cumulative numbers. All numbers shown on the reports represent the expected values at the end of this school year (June 2026).
      - **Members are to report all personal seniority concerns/interests to their PDTA Building Representative by February 27.**

**EC Meeting Dates 2025-2026:** 3/2, 4/6, 5/4, 6/1

- All submitted interests will receive a resolution response from PDTA or HR after the collaborative review process has concluded.
  - Tuition Reimbursement Communication – Shawn Clark will be sending communication to all staff about the tuition reimbursement process highlighting that staff need pre-approval. The process is outlined in our contract.
  - Second Semester Contracts – If members don't receive contracts by the end of the week, they should make their building representative aware.
  - Department Leader Vacancies – A discussion took place regarding the desire to speed up the process of filling department leader vacancies due to retirements and creating master schedules.
- Superintendent: Discussions in connection with the Superintendent's Office included updates on the 2026-2027 school calendar. The one-page calendar document will be presented at the second BOE meeting this month for approval.
- PDAA:
  - Stephanie and Melissa had a meeting on January 26<sup>th</sup>. Topics that were discussed include the Department Leader Process, Hiring Process, Sectioning at the high schools, Study Hall Ratios, and Part-Time Staff Observations. The discussion on part-time staff observations will be brought to PSC.

## Reports

1. Treasurer – 1099s have been mailed to members that received a stipend from PDTA last year.
2. Executive Vice President – There is a BOE Budget Work Session on Tuesday, February 3<sup>rd</sup>. Reminder to nominate members for the Honorary Lifetime Award and to utilize PDTA Enrichment Grants.

## Officer & Building Rep Reminders

- For tax purposes, each member's annual union dues for 2025 are shown on the last paycheck stub (12/31) of the year. This information can be obtained on WinCap. Also, you may be eligible for educator expense deductions, please discuss with your tax preparer.
- Members should reach out to the building Health & Safety Rep and Building Rep if there are concerns about temperatures being too cold. Instructional spaces should not be below 65°. Please use your PDTA issued thermometer(s) to check the temperature of the space and if needed, report to admin for solutions.

## Important Dates

- **Capital Project Vote** – March 5, 2026 (CRMS)
- **NYSUT Fix Tier 6 Rally** - March 8, 2026 @ MVP Arena, Albany, NY
- **Members considering retirement in June who are eligible for the Career Award are encouraged to review the contractual provisions and adhere to the related timelines. Please contact the PDTA office if you have any questions.**
  - **SRP Members: letter to HR by April 1**
- **Wanda Ward Study Grant Application** - deadline April 15
- **PDTA Chicken BBQ & Budget Vote**- May 19
- **PCSD Retirement & Recognition Party**- June 3, Ravenwood Golf Club
- **PDTA Active Member Meeting**- June 8, SHS LGI

Meeting Adjourned at 5:06PM

Respectfully submitted,

Alyson Jacobs  
PDTA Secretary