



Providing support for successful careers in public education  
Developing collaborative relationships among all educators  
Targeting positive public relations  
Advancing a strong professional spirit

## 2023-2024 QUICK REFERENCE GUIDE

### Salary (See Contract for more specifics)

The first paycheck is Friday, Sept. 15th (20 or 24 paychecks)

- Check your documents regularly.
- 2023-24 Yearly Salary Increases: Teachers 4.2%, SRPs 4.2% plus additional hourly rate
- 2023-24 Chaperone Compensation: \$31.09/hour
- 2023-24 Certificated Curriculum Writing Comp: \$43.90/hour

### Professional Learning

- Tuition reimbursement: Cert: ½ reimbursement (unlimited number of hours per year until Master's is attained, then six hours per fiscal year); prior approval is required; proof of payment and grade submission required.  
SRP: After 3 years full-time employment, ½ tuition reimbursed for six hours per fiscal year of undergraduate study toward Bachelors or graduate study toward teacher certification.
- Cert: 0-12 Required; 12.5-24 \$28/hr.; 24.5+ & elective \$25/hr.
- SRP: 0-12 \$20/hr.; 12.5+ \$17.50/hr.
- Conference/Workshop attendance: prior approval by supervisor necessary; See [Travel and Conference Form](#) (PCSD Business Dept)

### Absences

- Sick leave: includes personal and family illness: 15 days per year; can accumulate to 200 days.
- Sick Leave Bank: join during October open enrollment.
- Personal leave without deduction from sick leave: see Contract for list of approved absences.
- Personal leave with deduction from sick leave: Administrator/Supervisor approval required. Reason for absence typically does not need to be provided unless extending school holiday or related to FMLA.
- Dr. Notes with specific medical information are not typically requested other than the purposes of FMLA. If requested, consult PDTA Rep immediately.

**Dwayne Cerbone**  
*President*  
267-3420 (PDTA Office)

**Tracy Castleberry**  
*PDTA Administrative Asst.*  
267-1035  
586-6114 (Fax)

**Kim Chesko**  
*Resolution Specialist &  
Medical/Leave Advocate*  
267-3299 (JRE)

### Building Representatives:

**Allen Creek**  
Michele Riedl, x 3615

**Jefferson Road**  
Bret Burrows x 3305

**Mendon Center**  
Jen Villareale, x 3494

**Park Road**  
Spencer Jones, x 3442

**Thornell Road**  
Greg Bischooping, x 3705

**Barker Road MS**  
Kristen Dolan, x 3997

**Calkins Road MS**  
Melissa Althouse, x 3970

**Mendon High School**  
Todd Warren, x 3164

**Sutherland High School**  
Amanda Marshall, x 3905

**SRP**  
Connie Maust, x 1026

**Website:** [www.pdta.org](http://www.pdta.org) **Twitter:** @PDTAunion

**Facebook:** Pittsford District Teachers Association (PDTA)

### Benefits

- Health Insurance: 10% contribution for Blue Point Value; prorated for part-time of .5 or more. HDHP available.
- Life and Disability Insurance: made available for each full-time employee at no cost to the District. Excellent group rates.
- Dental Insurance: 100% District paid if .5 or more.
- Flexible Spending Account: voluntary program for unreimbursed medical and dependent care expenses; pretax dollars; sign up each year; use it or lose it.

### Supervision and Evaluation

- Professional Staff: Our annual APPR plan can be found on the Employee section of the District website and is collectively bargained.
- Evaluation file: one file, even for a traveling teacher; all materials brought to your attention; review and respond within 30 days
- Probationary period: four years or three for previously tenured in the same area in New York State
- SRP: One written evaluation per year by June 1
- Weingarten Rights: Right to representation at any meeting that may lead to discipline. Please take advantage of this whenever offered or you believe it is necessary.

### Problems, Questions or Concerns...

- Related to your Membership or terms and conditions of employment: Contact your PDTA Building Representative or Kim Chesko, PDTA Resolution Specialist & Medical/Leave Advocate (\*3299),
- All other Union and/or Personal Needs: Contact Dwayne Cerbone, PDTA President \*3420  
OR  
Associates in Employee Assistance, (585) 383-4478. Confidential.