

PDTA Executive Committee Meeting Minutes

Monday, September 14, 2026 at 3:30 pm

LOCATION: SHS LGI



Standing Attendees: Jackie Bowser, Kim Cheske, Nina Dezio, Kristen Dolan, Ryan Domina, Samantha Hyde, Alyson Jacobs, Amanda Marshall, Connie Maust, Katie Phillips, Michele Riedl, Jen Villareale, Stephanie Warchol, Jessica Wojcik, Dennise Zobel

Additional Attendees:

Sent with Agenda: PDTA Meeting Dates, RA Roster, PDTA Committee Roster, Directions for Sending Building Specific Communication, Exec Phone Tree, VOTE COPE Gift Card Winners

Updates

- Exec Business
 - The PDTA Executive Committee had discussions regarding the following topics: What it means to be a leader, PDTA President Building Visits, Membership, and the Sick Leave Bank.
 - The Executive Committee participated in an opening activity identifying characteristics of a leader and how we can display these characteristics as we begin the 2026-2027 school year.
 - The group engaged in conversation on Stephanie's rotating Friday visits and scheduled multi-hour building visits. The group found both to be helpful as they serve different purposes within buildings. Stephanie will continue Friday visits rotating between the nine buildings, and scheduled visits that span over building lunch periods.
 - The PDTA Membership Committee is meeting this week. Following the meeting, building Membership Committee Representatives will reach out to building staff who have not had the opportunity to sign up for PDTA. SRP Orientation takes place on September 15th where SRPs will have the opportunity to join PDTA.
 - During the 2025-2026 school year, a Sick Leave Bank Ad Hoc Committee was created to look at current guidelines and make recommendations on how to sustain the SLB. The changes were presented to Exec and further conversation took place with recommendations from Exec that will be further discussed.
 - Open Enrollment for the Sick Leave Bank begins October 1. Changes that go into effect this year will be communicated to members prior to Open Enrollment.
 - All enrollment forms will be digital through Microsoft Forms.
- Central Office:
 - HR: Discussions in connection with the HR office included Overages and Overloads, the Posting and Transfer Process, and the new Online APPR Platform.
 - Members that have concerns about overages and overloads should contact their building representative and administrator. The administrator will then contact HR. Building Reps are encouraged to include Stephanie in communication.
 - PDTA, PDAA, and HR met to look at the Posting and Transfer Process Document to look at concerns and areas for improvement. The Executive Committee will begin looking at the Posting and Transfer Process Document at the October Executive Committee Meeting to make recommendations and clarify different areas of the process that are unclear.

EC Meeting Dates 2026-2027: 9/14, 10/5, 11/9, 12/7, 1/4, 2/1, 3/1, 4/5, 5/3, 6/7

- There will be a new Online APPR Platform through Power School this year. Lesson plans will be submitted electronically, and observation write-ups will be signed online and time stamped. Staff will have an 8-minute video to watch on the process.
 - Superintendent: Discussions in connection with the Superintendent's Office included the tentative plan for the October Superintendent's Conference Day. Information will be forthcoming.
- PDAA
 - Stephanie and Melissa Julian, PDAA President, have their first meeting on Monday, September 28th.

Reports

1. Treasurer – The AFT Audit is complete and will be shared at the September RA Meeting for approval.
2. Resolution Specialist – The new Medical Leave Guidance Document is available on the PDTA website for members anticipating going out on a non-maternity leave. The Pregnancy, Disability, and Childcare Document can also be found on the PDTA website.
3. VP of Negotiations – The first joint Negotiations Meeting with the district will take place on October 21st. The PDTA Negotiations Team will meet twice before this to look through member interests from last year.

Officer & Building Rep Reminders

- Committee Roster Updates – Building Reps should send updates to Tracy
- Schedule a meeting with PDTA President and PDTA Building Leaders
- Update your PDTA Bulletin Boards
- PDTA only email lists, run a verification (directions attached), be sure to always BCC
- First Faculty Meeting Topics
 - Introduce building PDTA leadership team including reps, assistant reps, SRPs and other committee members
 - Discuss your PDTA Rep meetings with building administration and interest collection methods
 - Stress the importance of reading union communication through email, *Speak Out!*, and attending membership meetings
 - Reiterate the protection of lunch/planning for all members, seek compensation when asked to cover for another
 - Invitation to join the PTSA, \$10.00, staff link: <https://pittsfordptsa.givebacks.com/shop/items/7547>
 - Remind members of rights to representation in any conversation with an administrator that “could” lead to discipline
 - Q&A; any needed open discussion

Important Dates

- **SRP Orientation- September 15 @ 3:30 pm (McCluski/Mtg. Room 1 - BRE)**
- **September *Speak Out*- Submissions Due 9/22, Published 9/25**
- **Benefits Fair/Flu Shot Clinic- Thursday, October 22 @ 2:30 – 5:00 pm (CRMS Commons/Gym)**

Meeting Adjourned at 5:01 PM

Respectfully submitted,

Alyson Jacobs
PDTA Secretary