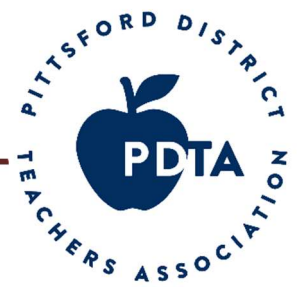


PDTA Executive Committee Meeting Minutes

Monday, January 6, 2025 at 3:30 pm

LOCATION: SHS LGI



Standing Attendees: Melissa Althouse, Greg Bischooping, Bret Burrows, Dwayne Cerbone, Kim Chesko, Kristen Dolan, Ryan Domina, Alyson Hallett, Samantha Hyde, Amanda Marshall, Spencer Jones, Michele Riedl, Connie Maust, Jen Villareale, Stephanie Warchol, Dennise Zobel

Additional Attendees: Trisha Sullivan

Updates

- **PDTA leadership continues to advocate for:**
 - **Long-distance access for teachers to communicate with families that have non-585 area code phone numbers.**
 - PDTA is working with central office administration to provide members with the ability to complete a long-distance call from their classroom. The district currently pays for each individual long-distance call, not per phone.
 - The district is gathering information to see what the potential cost may be as access may affect the frequency of calls.
 - **Sunday Building Access: PDTA has reached a tentative agreement securing Sunday access for certificated staff. We are finalizing the final details and hope to roll out the process and protocols shortly.**
 - PDAA Update
 - A meeting took place between Dwayne and Melissa discussing current PDTA interests. Both PDTA and PDAA are in alignment regarding current interests.

Discussions

1. PDTA Exec and RA Meeting Minutes distribution processes
 - a. PDTA will trial a new distribution process for Exec and RA Meeting Minutes so all members receive unified minutes.
 - i. New Process: The PDTA Secretary will send meeting minutes to the PDTA President by Tuesday afternoon following an Exec/RA meeting for approval. Once approved, the PDTA President will send the minutes to building representatives for distribution. Building representatives will distribute the minutes to their individual buildings by Thursday afternoon and the PDTA President will be copied into distribution emails.
2. K-3 Educational Assistants should not be pulled from assigned classroom for reassignment without the direct involvement of the PDTA President.
 - a. There is clear contractual language that K-3 paras cannot be pulled from their assigned classroom(s) for reassignment. In the event there is an emergency situation that affects student safety, the union president and building representative are expected to be involved in all communication.
3. **Review of WVPA Executive Summary: Forthcoming**
 - a. Dwayne has created an Executive Summary on the Workplace Violence Prevention Act that should support members in various scenarios. Exec Committee has been asked to read the document and share feedback with Dwayne by Monday, January 13, 2025. The Executive Summary will be shared with PDTA following the collection of feedback.
4. The PDTA, PDAA and Superintendent have met to work through best practices when a student with a disability has a physical aggression with a staff member. A draft guidance documented has been created.

EC Meeting Dates 2024-2025: 9/9, 10/7, 11/4, 12/2, 1/6, 2/3, 3/3, 4/7, 5/5, 6/2

5. **Maximum Temperature in Schools Legislation**
 - a. **Takes effect September 1, 2025**
 - b. **Measured at a shaded location 3' off floor, near the center of the room**
 - c. **82°F Mitigate**
 - i. Examples of mitigation include turning off lights, turning off projectors, turning on fans, and closing blinds. When temperatures range from 83°F - 87°F, mitigation should continue.
 - d. **88°F Educational and Support service space cannot be occupied**
 - i. When learning environments reach 88°F, students will be relocated to a new environment.
 - e. A discussion took place regarding PDTA buying a set number of thermometers for each building to monitor classroom temperatures. A proposal will be brought forward to RA to vote on at the January 13, 2025 meeting.
6. **Injured at Work/Workers' Compensation**

Members are encouraged to contact your union representatives immediately if you are injured in the workplace.
7. **January Membership Meeting: January 13, 2025**
 - a. **Location: SHS LGI**
 - b. **Topics:**
 - i. **Recent PDTA Interests**
 1. **SPED Services and District Based Classrooms**
 2. **Para Reassignment**
 3. **Workplace Violence Prevention**
 4. **Discipline**
 5. **PDTA membership Update**
 6. **PDTA Leadership Transition Processes**
 - ii. **Other relevant topics**
 - iii. **Time for Q&A**
8. **Roles and Responsibilities**
 - a. At the January 13th Open Membership Meeting, the roles and responsibilities of officers, building and assistant building representatives, SRP and assistant SRP representatives, committee chairs, and delegates will be shared.
9. **Retirement: 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 review the PDTA Retirement Information and Resources Packet @ www.PDTA.org or contact the PDTA office if you have any questions.**
 - a. **Certificated Members: Letter to HR by Wednesday, January 15th**
 - b. **SRP Members: Letter to HR by Tuesday, April 1st**
10. **Building Reports**
 - a. ACE – Nothing to report at this time.
 - b. JRE – Nothing to report at this time.
 - c. MCE – Nothing to report at this time.
 - d. PRE – Nothing to report at this time.
 - e. TRE – Nothing to report at this time.
 - f. CRMS – Nothing to report at this time.
 - g. BRMS – Nothing to report at this time.
 - h. MHS – Para mentor contracts have been received. A discussion took place regarding the CSE stipend and reassignment pay for an EA filling in for a CSE position one period per day.

- i. SHS – A discussion took place regarding a member's health insurance following maternity leave. Communication with HR has been initiated. Building representative to clarify how many people are listed on the insurance plan to assure member is paying the correct premium.

Important Dates:

- **Membership Meeting (SHS LGI): January 13, 2025 (Solidarity Wear Day) at 3:30 pm**
- **Pink the Rink (Tim Horton's IcePlex @ MCC Campus): February 1, 2025 @ 6:30 pm (Wear Pink)**
- **Retirement Party (Eagle Vale): Thursday, May 22, 2025 at 4:30PM**
- **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.**
 - **Certificated Members: Letter to HR by January 15th**
 - **SRP Members: Letter to HR by April 1st**
- **PDTA Key Election Petition Deadlines:**
 - **Tuesday, March 4, 2025 - President petitions due to PDTA Office**
 - **Tuesday, March 25, 2025 - Officers & District Level Position petitions due to PDTA Office**
 - **Thursday, April 24, 2025 - Building Representative petitions due to PDTA Office**

2024-2025 Speak Out Deadlines

2024-2025	Submission Deadline	Publication Date
January	21	24
March	10	13
Tentative Election Edition	3/31	4/3
May	5	8
June	9	12

Topics to be Discussed at January Faculty Meeting

- Promotion of PDTA Active Membership Meeting – January 13th
 - Members are encouraged to attend
- Discuss Semester 2 impact/changes as needed
- Discuss Executive Summary WPVA
- Members are asked to report all work-related injuries to union representation in addition to filling our Injury Report Form and the WVPA Form, if relevant
- Open Discussion

Meeting Adjourned at 4:44PM

Respectfully submitted,

Alyson Hallett
PDTA Secretary