This booklet has proved to be very successful in helping new members learn about the leadership of our Union and to best understand how to access services. We appreciate any feedback or suggestions you would like to share with us for further improvements.

Our hope is that you, our new members, will feel more comfortable accessing your PDTA leaders with any questions or issues you have.

Best of luck, and welcome to the Pittsford District Teachers’ Association and the Pittsford School District.

Dwayne Cerbone
PDTA President, ext. 3420
dwayne_cerbone@pittsford.monroe.edu
PDTA Executive Committee

**Officers**

- **Dwayne Cerbone**
  - President

- **Stephanie Warchol**
  - Executive Vice President

- **Cynthia Merrifield**
  - Vice President for Negotiations

- **Shari Ebert**
  - Secretary

- **David Pellegrino**
  - Treasurer

- **Kim Chesko**
  - Resolution Specialist

**Building Representatives**

- **Stephanie Barg**
  - AC

- **Julie Shaw**
  - JR

- **Jennifer Villareale**
  - MC

- **Karen Socker**
  - PR

- **Lisa Mauger**
  - TR

- **Kristen Dolan**
  - BRMS

- **Melissa Althouse**
  - CRMS

- **Paige Labarr**
  - MHS

- **Lynne Drake**
  - SHS

- **Lorinda Spring**
  - SRP
PDTA Officers

Dwayne Cerbone
President

Stephanie Warchol
Executive Vice President

Shari Ebert
Secretary

Cynthia Merrifield
Vice President for Negotiations

David Pellegrino
Treasurer

Kim Chesko
Resolution Specialist
Duties of Officers

The President shall preside at all meetings of the PDTA, shall be the official spokesperson of the PDTA, shall call all regular and special meetings of the PDTA, shall appoint the Resolution Specialist, shall appoint two or more qualified individuals to audit the books, shall appoint all committees not otherwise provided for, shall appoint other personnel to perform special duties with the consent of the Representative Assembly, may be an ex-officio member of standing committees, and shall give an annual report to the membership on the work of the PDTA and file an official copy with the Secretary. The President will serve on the District Planning Team, and APPR large/small committees. In addition, the President shall be the first delegate to PDTA’s state and national affiliates. During a school year, the President, acting on behalf of the PDTA, may enter negotiations with the District to amend the Agreement between the Board of Education and the PDTA.

The Executive Vice-President shall assume all duties of the President in the absence of the President, shall collect and prepare proposed constitutional amendments for presentation to the Representative Assembly, shall be PDTA’s representative to the Board of Education and the PTSA (attending at least two PTSA meetings in a year), and shall attend the District Budget Review meetings. The Executive Vice-President will also serve on the District Planning Team, APPR large/small committees, Board of Education Interview Committee, Student Benefit Fund Selection Committee, and will be authorized as the third signatory on local checks if either the President or Treasurer’s signature is not available. The Executive Vice-President shall be responsible for such other activities as assigned by the President and Executive Committee.

The Vice-President for Negotiations shall serve as Chair of the Professional Advancement Committee and of the Negotiating Team during negotiation years, and shall be responsible for such other activities as assigned by the President and Executive Committee. The Vice-President for Negotiations will also serve on the District Planning Team, APPR large/small committees, and all other committees which may have a direct impact on the collective bargaining agreement. The Vice-President for Negotiations shall be responsible for such other activities as assigned by the President.

The Secretary shall keep a record of all meetings of the PDTA, the Executive Committee and the Representative Assembly and shall report same in writing to the membership of the PDTA. The Secretary shall attend to all correspondence of the PDTA and keep all official records of the Association. At the end of the term of office, the Secretary shall turn over to the new Secretary the minutes and records of the PDTA and shall file annually with the PDTA’s state and national affiliates, the names of the new officers. The Secretary shall be responsible for such other activities as assigned by the President.

The Treasurer shall keep an accurate account of all receipts and expenditures of the PDTA. The Treasurer shall disburse all funds by check with the authorization of the President. At each regular meeting of the Representative Assembly the Treasurer shall present a financial statement. At the end of the term, the Treasurer shall deliver to the new Treasurer all records and other materials of the PDTA. The fiscal year shall be from July 1 through June 30. The audit shall be made no later than August 31. The Treasurer-elect shall assume these duties following the completion of the audit. The Treasurer shall prepare a budget for the following year and present it for approval to the Representative Assembly prior to the annual Active Membership Meeting of the PDTA. The Treasurer will be responsible for all Federal filings. The Treasurer shall be responsible for such other activities as assigned by the President.
PDTA Office

Karen Kalinowski is the administrative assistant in the PDTA office. She keeps the office running smoothly and efficiently. She will set up appointments for you, send you informational materials, and answer your procedural questions. She can be reached from 8:00 a.m. – 12:00 p.m. Monday-Friday at ext. 3901 or by email at karen_kalinowski@pittsford.monroe.edu.
Duties of Building Representatives

Responsibilities of the Building Representative:

as a leader are:
   a) assisting faculty members with problems or concerns affecting their professional lives (such as unsatisfactory observations or evaluations);
   b) assuming a decision-making role in a crisis;
   c) representing the membership at all PDTA building meetings, the Instructional Leadership Team, PDTA Representative Assembly, Executive Committee, and other meetings as necessary
   d) meeting with building administration monthly.

as an organizer are:
   a) promoting organizational growth in the school through involvement in elections and meetings;
   b) keeping the organization's actions, programs, and available services visible and accessible to building members;
   c) communicating information to the members through individual personal contact or group contact such as holding regular union meetings, e-mail, distributing flyers, or a telephone network if necessary.

and as a grievance representative are:
   a) determining how problems can best be handled—as complaints or as grievances;
   b) informing the Resolution Specialist through participation on the Grievance Committee of grievable issues;
   c) acting as a liaison between grievant and the committee if it is necessary to pursue a grievance beyond Step 1.
Allen Creek Elementary School

Stephanie Barg, fifth grade teacher, is our new Building Representative for Allen Creek Elementary School. She can be reached at ext. 3591

Assistant Representative:

Kathy Rudd
Reading teacher
Jefferson Road Elementary School

**Julie Shaw**, second grade teacher, is our experienced Building Representative for Jefferson Road Elementary School. She can be reached at **ext. 3370**.

Assistant Representative:  
**Beth Kramer**  
Special Education Teacher
Jennifer Villareale, fifth grade teacher, is our new Building Representative for Mendon Center Elementary School. She can be reached at ext. 3494.

Assistant Representatives:
- Patty Mayer
  Fifth Grade Teacher
- Tricia Sullivan
  Kindergarten Teacher
Karen Socker, Second Grade Teacher, is our experienced Building Representative for Park Road Elementary School. She can be reached at ext. 3371.

Assistant Representative: Jill Pink
Third Grade Teacher
Thornell Road Elementary School

Lisa Mauger, fourth grade teacher, is our experienced Building Representative for Thornell Road Elementary School. She can be reached at ext. 3049.

Assistant Representative:
Amy Adams
Fifth Grade Teacher
Barker Road Middle School

**Kristen Dolan**, Learning Specialist, is our experienced Building Representative for Barker Road Middle School. She can be reached at ext. 3997.

Assistant Representatives:

- **Liesa Ehrlich**  
  Literacy Coach
- **Tammy Cole**  
  Math Teacher
- **Rhonda Matthews**  
  Sixth Grade Teacher
Calkins Road Middle School

Melissa Althouse, social studies teacher, is our experienced Building Representative for Calkins Road Middle School. She can be reached at ext. 3970.

Assistant Representatives:

- Chrissy Doggett
  Educational Assistant

- Heather Trapiss
  Instrumental Music Teacher
Paige LaBarr, secondary math teacher, is our new Building Representative for Mendon High School. She can be reached at ext. 3976.

Assistant Representatives:
- Tom Kennell
  Secondary Science Teacher
- Paula Fink
  Special Education Teacher
- Dave Larson
  Secondary Social Studies Teacher
Lynne Drake, school counselor, is our experienced Building Representative for Sutherland High School. She can be reached at ext. 3120.

Assistant Representatives:
- **Marc Hellems**
  Secondary Social Studies Teacher
- **Brian Shafer**
  Secondary English Teacher
- **Amanda Marshall**
  Secondary English Teacher
Lorinda C. Spring, Mendon Center Elementary School Educational Assistant. She is our experienced School Related Professional (SRP) Representative, and can be reached at ext. 3372.

Assistant SRP Representatives:
- Rebecca Tan, MCE
- Cathy Anstrom, JRE
- Kristi Kelley, JRE
- Lisa Backscheider, SHS
- Radhika Ramesh, TR
- Kristina Otto, MHS
- Jenny Telek, MCE
- Janet Realbuto, SHS