

Checklist for PAT Reps September 2020

1st Priority

- Make sure your building has a 1:10 communication system in place that works in our virtual environment (i.e. must include personal emails and cell phone #s)** If you need help recruiting additional volunteers or setting this up, contact Gwen Sullivan at: gwen.sullivan@oregoned.org or Peter Brogan at peter.brogan@oregoned.org
- Follow up with every educator new to your building** – check in to see how they are doing with CDL and following up with a membership ask, if they still haven't joined PAT.
- Review key MOA points in 10-minute PAT meeting**
- Identify an internal and external organizer by the October RA.** Please use the following forms:
 - For Internal Organizer: <https://forms.gle/xmqK5aDTq8tz13zTA>
 - For External Organizer: <https://forms.gle/2ajQB5KuQSHLMwuk9>

If you haven't already

- Let your administrator know when you will use your 10 minutes PAT time.** You can use 10 minutes on the agenda at each of 15 staff meetings. (*Article 2: 2.4 The Association shall have the right to ten (10) minutes as a scheduled item on the agenda of fifteen (15) of the faculty staff meetings of its choice. This portion of the agenda shall be exclusively for bargaining unit members.*)
- Schedule regular building rep team meetings** (every 1-2 weeks for a brief check in).
- Schedule monthly PAT-Admin meetings.** These meetings are to problem solve issues coming up in the building and are NOT only related to contract violations. If you are experiencing pushback from admin about discussing broader issues please contact your UniServ Consultant.

Check the PAT Website for a full calendar of events. Go to www.pdxteachers.org
Like us on Facebook at Portland Association of Teachers.
Request Permission to join the closed Facebook group "PAT Discussion Group".