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To: All PAT Members
From: Ailien Tran, Chairperson, PAT Nominations & Elections Committee
Date: October 16, 2019
RE: Election of PAT Officers, Executive Board Directors, and Delegates to the NEA and OEA Representative Assemblies

Nominations for PAT elected positions will open on November 13, 2019, at the November PAT Representative Assembly (RA). **Any PAT member (paying dues to PAT) may run for any of the positions listed below. Non-members may not run for any elected position.** Candidates must understand and agree to the job requirements of the position for which they seek election, described on the reverse.

Election Schedule:

- **Nominations open; campaign activities may begin** - Wednesday, November 13, 2019, at PAT RA
- **Nominations close; candidate photos taken** - Wednesday, December 18, 2019, at the PAT December RA. Nominations close at 7:00 p.m.
- **Candidate Speeches** – (Officer and Executive Board candidates only) - Wednesday, January 29, 2019, at PAT January RA
- **Voters’ Pamphlet and Ballots sent electronically to members** - February 10, 2020
- **Ballots due; campaign activities must end** – by 5:00 p.m. on Monday, February 24, 2020
- **Election date** - Votes to be counted at 5:15 p.m. on February 24, 2020

Campaign activities (*e.g.*, distributing materials, having an active website, soliciting endorsements) may not begin until nominations open and must end at 5:00 p.m. on the date ballots are due. Candidates may not use work time, PPS email or PONY for campaigning. **Candidates must read and comply with the election rules stated in the PAT Nominations & Elections Handbook. Nomination Forms and the Handbook will be available by November 13, 2019**, at the PAT office and on the website (www.pdxteachers.org).

Open Positions – See Descriptions on Reverse

PAT Officers: President, Vice President, Secretary, Treasurer
Term: July 1, 2020 to June 30, 2022
Responsibilities: Monthly Executive Board and RA meetings, other responsibilities described on reverse

Executive Board: Five (5) Positions
Term: July 1, 2020 to June 30, 2022
Responsibilities: Monthly Board and RA meetings, liaison to Building Reps in an assigned Zone, liaison to a PAT committee

OEA RA Delegate: Approximately Thirty (30) Positions
Term: 2020, 2021 + 2022 OEA Representative Assemblies
Responsibilities: Attend pre-RA training, attend OEA RA, vote on OEA policies, budget, legislative program and OEA officers

NEA RA Delegate: Approximately Twenty-six (26) Positions
Term: 2020 NEA Representative Assembly – **a one-year term only**
Responsibilities: Attend NEA RA, vote on NEA policies, budget, legislative program, and NEA officers.

2020 PAT Elections – Position Descriptions

PRESIDENT - 2-year term (July 1, 2020 – June 30, 2022)

The PAT President is a full-time released officer, on leave from the school district. The President's contract calls for 40 days of Extended Responsibility. The PAT President is the chief executive and administrative officer of the Association and its official spokesperson. The President presides over all meetings of the Association and, with Executive Board approval, appoints all committee chairs and members of committees and task forces.

VICE PRESIDENT - 2-year term (July 1, 2020 – June 30, 2022)

The PAT Vice President chairs the Program/Budget Committee and serves as coordinator of all PAT committees. The Vice President is a member of the PAT Executive Board and is expected to attend all Representative Assemblies and assume the duties of the President in the president's absence.

SECRETARY - 2-year term (July 1, 2020 – June 30, 2022)

The PAT Secretary keeps and publishes accurate minutes of all official meetings of the Association and maintains its official files. The Secretary is a member of the PAT Executive Board and is expected to attend all meetings of PAT at which official minutes are to be recorded.

TREASURER- 2-year term (July 1, 2020 – June 30, 2022)

The PAT Treasurer is responsible for the funds of the Association and signs disbursements identified within the program/budget or as authorized by the Executive Board. The Treasurer reviews dues amounts and other sources of income, keeps accurate records, and prepares a monthly financial report for the Executive Board. The Treasurer is a member of the Program/Budget committee and Executive Board and attends the monthly PAT Representative Assemblies.

EXECUTIVE BOARD – 2-year term (July 1, 2020 – June 30, 2022)

The PAT Executive Board oversees the management of the Association and approves all expenditures that are not in the annual budget. Board members serve as liaisons to specific schools or Zones and to PAT committees. The Executive Board meets once a month. Executive Board members are also expected to attend the monthly Representative Assemblies.

DELEGATE TO NEA REPRESENTATIVE ASSEMBLY (NEA RA) – 1-year term

PAT delegates to the NEA RA join other delegates in representing Oregon at the National Education Association's Annual Meeting and Representative Assembly (RA). The NEA RA is the organization's highest decision-making body. With more than 8,000 delegates, it is also the world's largest democratic, deliberative body. Delegates debate issues impacting American public education, elect national officers, and set policy for the 3 million-member Association. The 2020 NEA RA will be held in Atlanta, Georgia on July 2 – July 6.

NOTE: Election as a PAT NEA delegate does not guarantee a stipend from PAT to attend. As of this date, PAT will fund nine (9) of the delegates elected in the 2020 election. The elected delegates will be funded in order of number of votes received; the same process will apply if additional funded positions become available. Delegates who are funded will receive a stipend that covers flight, hotel, and some meals. Any elected delegate may choose to attend the NEA RA at his/her/their own expense.

DELEGATE TO OEA REPRESENTATIVE ASSEMBLY – 3-year term (2020, 2021, 2022)

Delegates attend the annual state convention held each spring in Portland. The OEA RA begins on a Friday evening and concludes late Saturday afternoon, with an optional awards banquet on Saturday night. The 2020 OEA RA will be April 17-18 at the Red Lion, Jantzen Beach. A few weeks prior to the RA, delegates attend the Region 1 Mini RA (approximately 3 hours) to become prepared on the issues and procedures (date and location not yet determined).