



345 NE 8th Ave., Portland OR 97232
PHONE: 503.233.5018
FAX: 503.236.5255
www.pdxteachers.org

To: All PAT Members
From: Ailien Tran, Chair, PAT Nominations & Elections Committee
Date: September 16, 2020
Re: Interim Election – PAT Executive Board Director (1 Position)

The Nominations and Elections Committee announces it will conduct an **Interim Election for a vacancy in the office of PAT Executive Board Director** (1 position).

This Interim Election will elect:

PAT Executive Board Director (1 position)
Term of office: October 14, 2020 through June 30, 2021.

PAT Bylaws provide that the PAT Representative Assembly shall fill the vacancy by election when an office becomes vacant between elections. (Art.VI, Sec. 6.b.). **This Interim Election for PAT Executive Board Director will occur by vote of elected representatives at the October 14, 2020, PAT Representative Assembly (RA).**

Any active PAT member may run for this position. Candidates should understand and agree to the position requirements. (*See reverse*)

Timeline for Interim Election of Executive Board Director:

- September 16, 2020 – at PAT Representative Assembly
Nominations open
Nomination forms and Election Handbook available at PAT office and on website
- October 5, 2020
Nomination forms due by 5:00 p.m. in the PAT office
Candidate statements received by this date will be included in a flyer to be distributed at the October 14, 2020, PAT Representative Assembly
- October 14, 2020 - at PAT Representative Assembly
Nominations close at 10:00 a.m.
Candidate Speeches (3 minutes each; order determined by lot)
Secret ballot election

- See reverse -

Campaign Activities:

Campaign activities must be conducted in compliance with the election rules stated in the Nominations & Elections Handbook. Copies of the Nominations & Elections Handbook and the Nomination Form are available at the PAT office and on the PAT website, www.pdxteachers.org

Duties of Office:

PAT EXECUTIVE BOARD DIRECTOR (1 position)

Term of office: October 14, 2020 through June 30, 2021

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.

Per the Bylaws Article 7, Section 2 in addition to those responsibilities of members of the Executive Board listed in Article 8, Section 4 (above) of these Bylaws, the specific responsibilities of Portland Association of Teachers directors shall be to:

- a. Establish contact with Association representatives as designated and assigned by the president;
- b. Develop and utilize a system for regular communication with their assigned Association representatives;
- c. Assist Association representatives upon request;
- d. Contact Association representatives absent from meetings of the Representative Assembly;
- e. Serve as a liaison to committees and task forces as assigned by the president;
- f. Hold meetings with members in conformity with action by the Executive Board and/or Representative Assembly;
- g. Hold building meetings with members as needed; and
- h. Regularly attend meetings of the Executive Board, Representative Assembly and other Association sponsored meetings.