

PAT Class Action Salary Placement Information Sheet

Please complete the following information only if you believe the circumstances of your salary placement apply to the case as described in the document entitled: Information about the PAT Class-Action Grievance over Salary Placement.

Name: _____

Position(s): _____

Work location(s): _____

Percentage of employment/FTE: _____

Hire date: _____

Number of days of contract (Most members have a 192-day contract if they started at the beginning of the contract year.): _____

2016-17 annual salary: _____

Educational Credit (This is described as a lane on the salary schedule such as Masters plus 15.): _____

Experience Credit (This is described as a step on the salary schedule such as Step E.): _____

Were you given an offer of employment letter: YES _____ NO _____

If yes, what was the date on the letter? _____

Who was the HR representative who signed the offer letter? _____

When were you given a verbal offer of employment? _____

Who was the HR specialist who made the verbal offer of employment? _____

(Turn over.)

Did any of these events happen to you? Check all that apply?

- My actual salary was reduced from the initial offer of employment. If so what was the salary in the offer? _____
- I had my prior educational credit (lane on the salary schedule) reduced.
- I was later told that my Master's degree/advanced classwork did not count towards my salary because it happened before receiving licensure to teach in a PK-12 school.
- I had my prior years of experience (steps on the salary schedule) reduced.
- I received an actual contract with a reduced salary shortly before the school year began.
- I received an actual contract with a reduced salary after the school year had begun.
- I had other offers of employment that I turned down to work in PPS.
- I left another position to work in PPS.

Please gather original communications from PPS such as your offer of employment letter, your annual contract, and any emails received from HR representatives concerning your salary placement. Please send you completed information sheet and copies of all original PPS communications to:
lisa.wilkerson@oregoned.org.

Note: PAT will not contact each member immediately upon receipt of this information. Expect to receive an email communication that we have received your information sheet within a week. We will then review your information and notify you whether your case fits the pattern of the class action grievance. In some cases, a PAT advocate may contact you to gather more information about your case.