

Checklist for PAT Reps

December 2016

1st Priority:

- Hold a PAT building meeting to provide information regarding PAT Elections and OEA Foundation grants
- Encourage members to run for PAT elected positions, especially OEA RA Delegate
- Encourage members to take the Superintendent Search Survey, and/or communicate to the school board what would be a better way to get educator input
- Check in with probationary teachers and make sure evaluation procedures are being followed
- Meet with your administrator for your monthly PAT Rep/Building Administrator Meeting
- Have at least one Rep attend the January RA (January 25, 2017)

2nd Priority:

- Ask members to donate to the **Sick Leave Bank** (information and forms are on the PAT website, http://www.pdxteachers.org/pat_forms)
- Remind members about Workload Form (also available on the PAT website, http://www.pdxteachers.org/pat_forms)
- Encourage members to join a committee! Social Justice, Legislative, and Membership are all actively seeking members. Contact Elizabeth ([PAT_VP@oregoned.org](mailto:VP@oregoned.org)) for more information.
- If your school is struggling with issues related to safety/school climate, encourage members to come to the IPD meeting, Wednesday December 14, to share their story

*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".*