



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 6, 2017
Re: Interim Election – PAT Secretary; PAT Executive Board (1 Position)

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

This Interim Election is separate and distinct from the regular PAT election cycle, which will be conducted during the period November 2017- February 2018 to fill terms of office beginning July 1, 2018.

This Interim Election will elect:

- **PAT Secretary** – to fill the vacated term of office through **June 30, 2018**;
- **PAT Executive Board Director** (1 position) – to fill the vacated term of office through **June 30, 2019**.

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 Secretary and Executive Board Director will occur by vote of the representatives at the October 4, 2017, PAT Representative Assembly.** Any active PAT member may run for these positions. *Fair share fee payers may not run for these positions.* Candidates should understand and agree to the position requirements. (*See reverse*)

Timeline for Interim Election of Secretary and Executive Board Director:

- September 6, 2017 – at PAT Representative Assembly
Nominations open
Nomination forms and Election Handbook available at PAT office and on website
- October 2, 2017
Nomination forms due by 4:30 p.m. in the PAT office
Candidate statements received by this date will be included in a flyer to be distributed at the October 4 PAT Representative Assembly
- October 4, 2017 – at PAT Representative Assembly
Nominations may be made from the floor
Nominations close at 5:00 p.m.
Candidate Speeches (3 minutes each; order determined by lot)
Secret ballot election

– See Reverse –

Campaign activities must be conducted within election rules stated in the Nominations & Elections Handbook. All candidates are expected to comply with the election rules. **Please review the rules before you start your election campaign.** Copies of the Nomination & Election Handbook and the Nomination Form will be available at the PAT office and on the PAT website beginning September 6, 2017. (www.pdxteachers.org)

Duties of Office:

PAT SECRETARY – (to fill the vacated term of office through **June 30, 2018)**

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, including the monthly meetings of the Executive Board and PAT Representative Assembly

PAT EXECUTIVE BOARD DIRECTOR (1 position)

(to fill the vacated term of office through **June 30, 2019**)

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 clusters and to PAT committees. The Executive Board meets once a month. Executive Board members are also expected to attend the monthly Representative Assemblies.