Checklist for PAT Reps  
February 2018

☐ Hold a PAT building Meeting (slides provided). Let your administrator know when you will use your 10 minutes PAT time.  
  o Notify Members about upcoming event: Student Loan Forgiveness Workshop  
  o Encourage members to take the TELL Survey

☐ Distribute the materials you received at the RA.

☐ Have PAT Rep/Administrator Monthly Meeting.  
  o Ask about using staff meeting time in February to allow everyone to take the TELL Survey

☐ Have a conversation with any fair share fee-payers in your building and invite them to become a PAT member.

☐ Have at least one Rep attend the March RA (March 7, 2018).

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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”.