

# Checklist for PAT Reps

## December 2018

### 1<sup>st</sup> Priority

- Hold a **PAT building Meeting** (slides provided)
  - Tell members about PAT elections process, and encourage them to run for open positions
  - **Ask members to plan to come to Salem on President's Day (February 18) to rally for State Funding**
  - Ask members to wear RED for Ed every Tuesday until our schools are fully funded.
  - Collect Issues from the Site to take to your admin meeting
- Hold PAT Rep/Administrator Monthly Meeting.**
  - Bring issues forward from members, use the contract, and report back to members what happened.
  - Reach out to your UniServ Consultant with questions or support.
- Support members in our site in reporting to PPS any inaccurate/missing overload payments.
- Use your 1:10 structure to gather orders and donations for Red T-shirts: "Fund our Future: Fund our Schools," and organize to wear Red for Ed on Tuesdays
- Have at least one Rep attend the January RA (January 9, 2019).

*Check the PAT Website for a full calendar of events. Go to [www.pdxteachers.org](http://www.pdxteachers.org)  
Like us on Facebook at Portland Association of Teachers.  
Request Permission to join the closed Facebook group "PAT Discussion Group".*