

Checklist for PAT Reps

April 2019

1st Priority:

- Organize for May 8th Day of Action**
 - Hold a **Site Meeting on Tuesday, April 23** to go over details of the May 8 Day of Action, and **ask members at your site take to pledge** to participate
 - Scan/deliver Pledge sheet to PAT by Friday, April 25.
 - Invite non-PAT colleagues to join us on May 8th:
 - custodians
 - classified staff
 - school nurse
 - nutrition workers
 - building administrators
 - Inform your students' families of the purpose for May 8th Day of Action
- Hold your PAT Rep Election at your site.**
 - Report results by the May 15 RA.
- Hold **PAT Rep/Administrator Monthly Meeting.**
 - Collect Issues from the Site to take to your admin 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
- Distribute materials to PAT members, including **the PAT PAC Endorsements flyer** for PPS School Board candidates.
- Post flyers on your PAT Bulletin Board and in the staff break room
- Have at least one Rep attend the May RA** (May 15, 2019).

If needed

- Complete the **Contract Exception Application** Process for any contract variation PAT members at your site seek.

*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".*