

Membership Materials

New Terminology:

PAT member – an educator who has joined PAT and pays dues

Nonmember/Potential Member – an educator who has not joined the Association

In your packet:

1. A **Building Roster** – listing the educators in your building and whether they are a PAT Member or Nonmember/Potential Member
2. **Individual Contact Sheets** (“ICS”) – prepopulated for PAT Members
3. **Membership Forms** – prepopulated for Nonmembers/Potential Members
4. **Additional Resources** - 2019-2020 Dues Chart, Message Points for recruiting Members, Top Reasons to Be A PAT member

To Do Prior to September 11th Deadline:

1. **Hold a PAT building meeting, or use your 1:10 organizing structure for one-on-one conversations, to:**
 - Have **PAT Members** review their ICS form and sign/date to verify accuracy. (Blank forms are included for any PAT Member who transferred from another building and for whom there is no ICS form.)
 - Ask **Nonmembers/Potential Members** (highlighted in yellow on Roster) to join PAT
 - Have one-on-one conversations – use the Message Points for ideas
 - Talk about Reasons to be a PAT member
 - Ask them to complete a Membership Form - **they must check both boxes, sign, and date the form**
 - If they decline to become a member, ask them why. Note it on the Roster.
2. **New (to PPS) educators at your site** – introduce yourself and ask them to join (see above). Blank membership forms are enclosed for this. If they already joined PAT at the New Educator Orientation, there will be a note in your packet identifying them; they do not need to fill out anything else. Please do talk to them to welcome them.
3. **Use the Building Roster** to track the forms. Follow up if you don't receive a form from someone. Please delete or add names on Roster to note changes in your staff (include the reason they left, if known). Return the Roster to PAT with the other forms but keep a copy for your use. If there are ICS forms for staff members who are no longer at your site, please return them to PAT. Return Roster, Membership and ICS forms to PAT.
4. If a returning member wants to cancel their membership, they must use a separate process. To cancel membership, they must contact the PAT Office.