

Checklist for PAT Reps

September 2019

1st Priority

- Hold a **PAT building Meeting** (slides provided)
 - Tell your colleagues about the Teacher Levy renewal
 - Help your colleagues complete the Schedule Check
 - 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 for support.
- Have at least one Rep attend the October RA (October 16, 2019).
- Make sure your Rep Team knows April RA will be April 1, 2020 (not April 8)

If you haven't already

- Meet with every educator new to your building** – let them know who the PAT Building Reps are. Invite them to become a member if they have not already joined. Invite them to the New Educator Social, Sept 20.
- Let your administrator know when you will use your 10 minutes PAT time.** You can use 10 minutes on the agenda at each of 15 staff meetings. *(Article 2: 2.4 The Association shall have the right to ten (10) minutes as a scheduled item on the agenda of fifteen (15) of the faculty staff meetings of its choice. This portion of the agenda shall be exclusively for bargaining unit members.)*
- Make sure your building has a **1:10 system** in place. If you need help recruiting additional volunteers, contact Elizabeth Thiel at: pat_vp@oregoned.org.
- Come to the **Party in the Park**, Friday September 13 3:30-6:30, Laurelhurst Park. Invite your colleagues and bring your families!

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".