

Checklist for PAT Reps

October 2019

1st Priority

- Work with your building administrator to run a **Building Conversation on the Student Success Act**, on October 22 during your staff meeting time.
- Hold a **PAT building Meeting** (slides provided)
 - Tell your colleagues about the Teacher Levy renewal
 - Share updated Sick Leave Bank guidelines, and ask members to contribute
 - Collect Issues from your site to take to your admin meeting
- Hand out materials** to members at your site, including Teacher Levy flyers, and Sick Leave Bank donation forms
- 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 November RA (November 13, 2019).

2nd Priority

- Gather any feedback on the proposed Bylaws amendments to inform your vote at the November RA.
- Share Universal Pre-School Now principals, and gather feedback to inform your vote at the November RA

If you haven't already

- 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.*)
- Schedule regular meetings with your administrator** to discuss issue from your site.

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".