

January 2026

Hello Association Representative!

Here are the materials for your Union 10-minute meeting with your members. Inside, you'll find instructions for each item included in this envelope. **Many of these are intended to be POSTED on your PAT Board in a staff-only area** (i.e. Staff Lounge). You may need to make extra copies at your site since we do not have accurate numbers for each site. Please let us know if you have any issues.

Your packet should include:

- Instructions for each document (this packet)
- 11/19/2025 Minutes and 01/07/2026 RA Agenda (2 sheets)
- Rep Checklist, January 2026 (1 sheet)
- Racial Equity EOC Social (1 sheet)
- Bargaining Team Meet & Greet (1 sheet)
- Membership Application (1 sheet)
- Membership List (Varies)

Take care,

Angela Bonilla, PAT President

Alisha Chavez, PAT Vice President

Jennifer Dixon and Maria Mapes, OEA Associate Staff

11/19/2025 Minutes and 01/07/2026 RA Agenda (2 sheets)

- Where: Head Rep keeps for reference.
- What: Use to explain what is going on at PAT and what happened at the last meeting.

Representative Assembly Regular Meeting Minutes
11/19/25

Minutes recorded by Brian Halberg

[Meeting Slides and links](#)

Meeting Called to order at: 5:02 p.m.

1. Meeting Agenda and 10/8/25 RA meeting minutes approved by acclamation.
2. President Bonilla led a review of the PAT RA standing rules.
3. 2026 PAT Elections Update:

Rep Checklist, January 2026 (1 sheet)

- Where: Keep a copy as Head Rep
- What: Review this info with your Rep team, distribute work amongst the team.

Building Rep January 2026 Checklist

- Continue to collect personal emails & phone numbers from all members at your site.
- If you have not held your rep election, elect reps ASAP & report results on PAT form
 - Inform your administrator of your position as Building Rep if you have not already
- Hold a 10-minute meeting for all union members in January
 - Continue Class-Size committees conversations with admin and affected educators, if you have not already. The next coverage count will be in February.
- Remind members to vote on their President, Vice President, Secretary, Treasurer, Executive Board, OEA RA and NEA RA candidates
- Review your lists of members & potential members

Racial Equity EOC Social Flyer (1 sheet)

- Where: Post copy on PAT Bulletin Board
- What: Make copies if needed, and pass to Educators of Color in your building



Bargaining Team Meet and Greet Flyer (1 sheet)

- Where: Post copy on PAT Bulletin Board
- What: Make copies if needed to share at your building meeting



Bargaining Team Meet and Greet

Put faces to names of your Bargaining Team members

When: Saturday, January 17th 3:00-5:00

Where: Steeplejack Brewing (NE 24th and Broadway)

Membership Forms (1 sheet)

- Where: Keep in the lounge give a few to each building rep. Leave a few in the Main office next to the substitute sign in.
- What: Refer to RA slides for instructions on how to make a successful membership ask. Ask all new staff if they are members! You can do it!

Member List/ Building Roster (Varies)

- Where: One Rep holds on to the list.
- What: Use these to keep a record of members at your site. Ask every potential member/ not-yet-member to join. Keep this list for your records. DO NOT SEND THIS BACK TO PAT.

Member List/Building Roster: Instructions for Reps

- Have reps at your site ask all non-members to join PAT**
- ALL non-members should be asked, but especially check in with those who are NEW HIRES

* If you have questions about the membership status of anyone on your list, please reach out to Jennifer_Dixon@oregoned.org

**People who may not realize they are a non-member and need to sign up (or need to re-sign up) include: new hires, transfers from other districts, people returning from leaves of absence (LOAs), people hired but you forgot about already sign up, etc.

There could be people missing from your list, please still check in with them about their membership status. When in doubt about someone's membership status, ask them to sign up!

(This list reflects the data we have as of 1/16/2025)

| Last Name | First Name | Work Location | Membership Status? |
|-----------|------------|---------------|--------------------|
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