

EXHIBIT VIII. EXECUTIVE BOARD AND COMMITTEE CHAIR/MEMBER STIPEND CERTIFICATION

Thank you for your service to TVEA this year. In order to process your stipend, we need you to review the general criteria below which applies to your TVEA role and self-declare a percentage of responsibilities completed. Your stipend will be processed accordingly. Please provide your home mailing address at the bottom of the form.

1. I served TVEA this year as a:
 - Executive Board Member
 - Committee Chair
 - Committee Member (Bargaining, Adhoc, IAC)

2. What is your title?

3. General Criteria to Evaluate:
 - Attending and Participating at TVEA Executive Board and Leadership Council Meetings (EB, CC)
 - Communicating and Collaborating with the TVEA President and/or Vice-President with regards to their role, group or committee. (EB, CC)
 - Schedule and Conduct Meetings with Committee Members (CC)
 - Attending Committee Meetings and Communicating with Committee Colleagues (CM)

4. What percentage of your duties would you declare you executed this year?

5. Comments you would like to add

6. Name

7. Home mailing address

Site Leader Stipend Criteria

Site Leaders: Up to \$250.00

Criteria A: Meetings

There are eight 8 Leadership Council Meetings within the stipend calculation window from September-April.

These are valued at \$15 each.

Attending the Leadership Academy will count as a meeting. This flexibility allows a Site Leader with a conflict on a Leadership Council date to achieve the base stipend of attending eight meetings. (\$120)

Attendance will be taken at Leadership Meetings and documented on the Site Leader Stipend Tracker.

Criteria B: Site Member and Admin Communication

A combination of ten (10) Site Communication (SC) and Administration Communications (AC)

These are valued at \$13 each for a sum of \$130 and allow for up to a \$250 total stipend

- Site Communication (SC): Conducting a Post-Leadership Council 10 Minute Meeting or sending a purposeful TVEA e-mail to your Site Members or "Site Leader Squad Members". A maximum of seven (7) such communications may be counted toward the stipend.
- Administration Communication (AC): Facilitating a Pulse-Check Meeting with Administration, Problem Solving with Administration on a Site Issue, or Representing a Member in a Meeting with Administration are examples here. The designated Area Rep should be notified and copied on any such communication. A maximum of three (3) such communications may be counted toward the stipend.

Communication with your Site and Administrators shall be documented on the [Leadership Council Monthly Report](#) after the meetings and/or communication occurs. Area Representatives will document this activity on the Leadership Council Tracker monthly.

Site Leaders must submit their April [Leadership Council Monthly Report](#) within two weeks of the April Meeting.

Area Reps must complete the Site Leader Tracker by May 1st.

Stipends will be prepared the first week of May by the Treasurer.

Checks will be distributed at the May Meeting.

Site Leaders are responsible for picking up their Stipend Check if they do not attend the LC Meeting. All stipend checks must be deposited by August 15th to clear the bank account by the end of the fiscal year August 31st. Checks will not be reissued in the new fiscal year.

Position Specialist Stipend Criteria

Position Specialist Stipends: Up to \$250

Criteria A: Meeting Attendance

There are eight 8 Leadership Council Meetings within the stipend calculation window from September-April.

These are valued at \$15 each.

Attending the Leadership Academy will count as a meeting. This flexibility allows a Position Specialist with a conflict on a Leadership Council date to achieve the base stipend of attending eight meetings. (\$120)

Attendance will be taken at Leadership Meetings and documented on the Site Leader Stipend Tracker.

Criteria B: Communications

A combination of ten (10) Cohort Communication (SC) and Administration Communications (AC)

These are valued at \$13 each for a sum of \$130 and allow for up to a \$250 total stipend.

- Cohort Communication: Conducting a Post-Leadership Council 10 Minute Virtual or In Person Meeting or sending a purposeful TVEA email to your Cohort. A maximum of seven (7) such communications may be counted toward the stipend.
- Administration Communication: Meet or Email Site and/or District Administration related to the TVEA Contract and/or Working Conditions. These communications are to be reported to the Executive Board Position Specialist Area Representative they are working under. A maximum of three (3) such communications may be counted toward the stipend.

Communication with your Cohort and Administrators shall be documented on the [Leadership Council Monthly Report](#) after the meetings and/or communication occurs. Area Representatives will document this activity on the Site Leader Stipend Tracker monthly.

Position Specialists must submit their April [Leadership Council Monthly Report](#) within two weeks of the April Meeting.

Area Reps must complete the Leadership Council Tracker by May 1st.

Stipends will be prepared the first week of May by the Treasurer.

Checks will be distributed at the May Meeting.

Position Specialists are responsible for picking up their Stipend Check if they do not attend the LC Meeting.

All stipend checks must be deposited by August 15th to clear the bank account by the end of the fiscal year August 31st. Checks will not be reissued in the new fiscal year.