



Temecula Valley Educators Association

[TVEA Executive Board Candidate Declaration Online Form](#)

This declaration form must be submitted online or e-mailed to both tveaelections@gmail.com and tveducators@gmail.com no later than **Thursday, February 23, 2023 by 5:00 pm.**

Requirement for all positions: Active member of the Association. Officers are elected from the membership at-large. Area Reps shall be a member from the groups outlined in the Standing Rules regarding Elected Positions.

Member Name: _____ Assignment: _____

Personal E-mail Address: _____ Site: _____

Home Address: _____

Home Phone: (____) _____ School Phone: (____) _____x: _____

[] **Vice President**

Term: upon ratification – June 30, 2024

Duties of the Vice President:

1. Serve as assistant to the President in all duties of the President
2. Assume the duties of the President in the absence of the President
3. Be responsible for the formation and distribution of the Association's calendar of activities
4. Attend all meetings of the Association, the Leadership Council, and the Executive Board
5. Serve as the primary contact for designated Committee Chairs in conducting their committee business and in communicating with TVEA Governance bodies such as Executive Board and Leadership Council
6. Be responsible for the coordinating of the same designated committees TVEA Committee meetings, activities Calendar for the Association
7. Work with the President to recruit Executive Board members, Site Leaders, Committee Chairs and Members
8. Be responsible for the maintenance of the TVEA Bylaws and Standing Rules.

[] **Treasurer**

Term: July 1, 2023 – June 30, 2025

Duties of the Treasurer:

1. Receive all funds belonging to the Association and be responsible for their safekeeping and accounting
2. Pay out such funds upon orders of the President
3. Prepare a written financial report for each regular meeting of the Leadership Council
4. Be responsible for an annual audit of the books of the Association and distribute a summary of this audit to the Leadership Council
5. Submit membership and financial reports to CTA, NEA and other agencies as required by law
6. Attend all meetings of the Association, the Leadership Council, and the Executive Board;
7. Provide a written financial report for each regular meeting of the Leadership Council and the Executive Board.
8. Be responsible for an annual audit of the books of the Association and distribute a summary of this audit to the membership.
9. Oversee the annual TVEA budget process and present the budget of the association to be adopted by the Leadership Council no later than the last regular meeting of the school year.

[] **Elementary Area Rep**

Term: July 1, 2023 – June 30, 2025

Duties:

1. Serve on the Executive Board and Leadership Council as a voting member.
2. Represent the needs of General Education school teachers.
3. Act as temporary Site Leader for sites that do not have a representative.
4. Serve as the Primary Contact for the Site Leaders they support.
5. Periodically visit appropriate school sites to collect member feedback.
6. Conduct monthly communication with Site Leaders to discuss TVEA business.
7. Send follow up communications to Site Leaders between meetings
8. Track attendance of Site Leaders/Specialists and communication between them and their site and administration.

[] **Middle School Area Rep**

Term: July 1, 2023 – June 30, 2025

Duties:

1. Serve on the Executive Board and Leadership Council as a voting member.
2. Represent the needs of General Education middle school teachers.
3. Act as temporary Site Leader for sites that do not have a representative.
4. Serve as the Primary Contact for the Site Leaders they support.
5. Periodically visit appropriate school sites to collect member feedback.
6. Conduct monthly communication with Site Leaders to discuss TVEA business.
7. Send follow up communications to Site Leaders between meetings
8. Track attendance of Site Leaders/Specialists and communication between them and their site and administration.

[] **High School Area Rep**

Term: July 1, 2023 – June 30, 2025

Duties:

1. Serve on the Executive Board and Leadership Council as a voting member.
2. Represent the needs of General Education high school teachers.
3. Act as temporary Site Leader for sites that do not have a representative.
4. Serve as the Primary Contact for the Site Leaders they support.
5. Periodically visit appropriate school sites to collect member feedback.
6. Conduct monthly communication with Site Leaders to discuss TVEA business.
7. Send follow up communications to Site Leaders between meetings
8. Track attendance of Site Leaders/Specialists and communication between them and their site and administration.

[] **Special Education Position Specialist Area Rep**

Term: upon ratification – June 30, 2025

Duties:

1. Serve on the Executive Board and Leadership Council as a voting member.
 2. Represent the needs of Special Education Groups (Special Education teachers, professionals and Resource Specialists)
 3. Serve as the Primary Contact to Position Specialists for the Special Education Groups they represent
 4. Organize Position Specialists through proactive communication and two- way communication across sites, such as "House Meetings."
 5. Conduct monthly communication with Position Specialists to discuss TVEA business, sending follow up communications to Position Specialists between meetings.
 6. Periodically visit appropriate school sites to collect member feedback.
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EXHIBIT XII. TVEA ELECTIONS – CAMPAIGNING and ETHICAL CONDUCT

TVEA Rules and Ethical Conduct in Campaigning

To be meaningful, an election must be free and decided by informed voters. Freedom in election, however, necessarily includes freedom to destroy the process, the freedom to make irresponsible claims or promises or derogatory rewards, to advertise excessively, to try to win votes by any device or tactic; in short, to win without regard to the ability of the candidate or to the issues involved.

Although people accept control of tactics in other contests, controls in the election process are likely to be suspect, viewed as limits of freedom of election. To minimize this danger, the electorate should adopt a minimum of rules well thought through and as clear and specific as possible.

Every person in the electorate should have a keen sense of ethical conduct. Each candidate, supporter, or voter has a serious responsibility to make the democratic process work. The voter has an obligation to expose and reject any candidate who, or whose supporters, violates ethical conduct and in so doing damages the fragile ideal of a free election. Although the self-discipline needed to establish and maintain such a sense of conduct is difficult, discipline is preferable to detailed rules. In Simplicity, in understandability, and in adaptability, it is far superior.

Though lacking in specific rules, ethical conduct need not be a loose or vague concept. Clear, honest, conscientious answers to relevant questions should define ethical conduct in a wide variety of political situations, in which any set of specific rules is likely to be incomplete or cumbersome or both. Examples of such questions are the following: Is a certain statement relevant to the issues involved? True? Free of campaign designed to inform? Are campaign promises sincerely made and feasible? Can the candidate, when elected, reasonably expect to be able to fulfill campaign promises? Do the candidate and supporters avoid making irrelevant statements about opponents?

To perform its functions, TVEA's Executive Board must be made up of members who, though they may differ in point of view, respect and admire their colleagues, who rise above personal enmities and who, as a body, have a spirit of striving to achieve the goals of the profession. Since overzealous campaigning is likely to strain or damage these good relations, every person in a campaign should assiduously follow the dictates of ethical conduct and the rules for election campaigning.

Campaigning

- a) All TVEA members and/or others involved in a campaign must follow the *TVEA Rules and Ethical Conduct in Campaigning*.
- b) It shall be the responsibility of the candidate to contact the Chair or Designee of the Elections Committee to request time on the Agenda to address the Representative Council during a scheduled monthly meeting.
- c) Each candidate may provide a written statement of 50 words or less to accompany the announcement of candidacy by the Elections Chair.
- d) TVEA may offer to include additional candidate statements in its monthly newsletter as long as each candidate has equal opportunity to respond.
- e) All campaign flyers/materials must include a disclaimer stating: "The views and opinions expressed are those of the candidate and not necessarily those of TVEA."
- f) All material designed to support a candidate must be signed by the candidate.
- g) A sample campaign flyer/material shall be approved by the Elections Committee prior to public distribution of any flyer to ensure rules for elections campaigning are followed.
- h) The Association will not disperse or pay for campaign materials. Each candidate shall provide for his/her costs for campaign materials and their dispersal.
 - i) The use of the Association logo shall not be allowed on campaign material.
 - j) Candidates are not allowed to use TVUSD email for campaigning.
- k) Candidates may begin campaigning once the *TVEA Rules and Ethical Conduct in Campaigning* is returned signed by the candidate to the Elections Committee and Candidates are announced.
- l) Campaigning shall end when voting begins.
- m) All candidates shall have the same opportunity to place campaign materials in teachers boxes at each site.