

TCEA GUIDELINES FOR AEA AND NEA DELEGATES

Each delegate will be required to affix his/her signature below stating that he/she has read the following guidelines and agrees that he/she will abide by the following guidelines in order to receive payment from the Tuscaloosa County Education Association (TCEA).

The Executive Board of the Tuscaloosa County Education Association shall be responsible for enforcing these guidelines and shall have the right to review any case dealing with extenuating circumstances.

1. NEA delegates must attend at least five (5) Executive Board and/or Representative Assembly meetings (TCEA) during the year prior to the NEA Representative Assembly. Failure to comply with this rule will result in a reduction in the allocation of 1/5 for each meeting less than five (5) attended. The sign-in sheet will be the only document accepted.
2. The Same rules outlined in #1 apply to the AEA Delegate Assembly.
3. Delegates will elect a Chairperson prior to the Assembly. The Chairperson has the right to call a delegation caucus if one is needed. It will be the responsibility of the Chairperson to submit an attendance report to the Executive Board of the Tuscaloosa County Education Association.
4. Delegates must be on the floor at least eighty (80) percent of the time. Delegates who will be absent from the floor for an extended period of time should report to the Chairperson and explain the reason for the absence. Delegates who do not fulfill the eighty (80) percent attendance requirements will reimburse TCEA proportionately for any absence exceeding twenty (20) percent. Payment must be made within 60 days in order to be eligible to receive future TCEA funding. No future funds will be given until all debts are cleared with the Tuscaloosa County Education Association.
5. All delegates will sit together.
6. A written summary of the Assembly and Convention activities will be submitted to the Association.
7. Each delegate will notify the TCEA President of any changes in his/her plans to attend the Assembly as soon as he/she is aware of such change in plans.

My signature below indicates that I have read the above guidelines and agree to abide by them if I serve as an AEA and/or NEA delegate.

Signature

Date