Secretary's Initials

Christina Education Association
Executive Board Time Log

Treasurer's Initials

Name _____ Date _____

Title _____ Month/Year _____

Signature _____

DATE	ACTIVITY DESCRIPTION	CODE	HOUR(S)
		Total Hours for the month	

CODE	CATEGORY DESCRIPTION	
1	Negotiations	
2	Problem Solving/Grievance/Representation	
3	Membership Recruitment	
4	Association Administration	
5	Exec Board/RA Mtgs (DSEA, NEA, CEA)	
6	District/State Committee	
7	Conference/Convention	
8	Political Action	
9	Training	
10	Other	

Instructions: Each Executive Board member shall complete and return this form to the CEA Secretary by the Executive Board meeting of the next month in order to receive full stipend.