

Spring 2018

NAEOP

Southwest Area

An affiliate of the  
National Association of  
Educational Office  
Professionals

NAEOP Mission Statement:

“To provide professional growth through leadership, education, achievement, recognition, and networking opportunities for the educational office professionals.”

Be part of a wonderful educational office professionals association by joining membership in NAEOP

[www.naeop.org](http://www.naeop.org)

“What you do has far greater impact than what you say.”

Stephen Covey

## NAEOP Southwest Area



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## Are you ready to Learn, Grow and Network?

How many opportunities have you had to increase your knowledge? Are you interested in a great opportunity to learn more, gain new friendships and countless networking contacts?

The North Central Area will be hosting the annual NAEOP Conference & Institute in Bloomington, MN. The committee has been hard at work planning a fabulous conference for the educational office professionals from around the country. Registration information can be found at [www.naeop.org](http://www.naeop.org), under the “Events” tab. Consider joining us in attending the conference/institute July 17-20, 2018.

As the NAEOP Southwest Area Director, I have had the opportunity to attend the conferences held in our area. March 6-9, I attended the CAEOP 68th annual Conference in a very quaint city, Santa Maria. I had a wonderful time getting to know new outstanding educational office professionals and networking with some of my dearest new found friends.

We were treated to a beautiful hike to the Pacific Ocean, via Oso Flaco trail, and experienced for the first time, an adventure on Pismo Beach in a Humvee. It was terrifying, but at the same time so much fun. And yes, a lot of sand was worn by all. These are just some of the memories I will cherish with our California affiliate.



After spending eight hours in airports flying back to my hometown of Salt Lake City, that same weekend, I had the honor of attending the Utah AEOP Conference. This year UAEOP is celebrating its 25th anniversary. They did a great job of networking with other districts and put together a great conference. I, again, had a great time getting to know new educational office professionals and talking with old friends. NAEOP President Lisa Morehouse, and I were excited to welcome two new members to NAEOP, Lisa Hilton and Lynette Hilton, both of Davis School District. You, too, can be part of a wonderful educational office professionals association by joining membership in NAEOP.





#### CAEOP Affiliates

Association of Educational Office Employees of Los Angeles (AEOE)

Kern Association of Educational Office Professionals (KAEOP)

Ontario Montclair Association of Educational Office Professionals (OMAEOP)

Orange Association of Educational Office Professionals (OAEOP)

Riverside County Association of Educational Office Professionals (RCAEOP)

#### 2018-19 CAEOP Executive Board

##### President

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##### Immediate Past President

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##### VP of In-Service

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Jaquenette Green

Sonia Rezkalah

Kenton Miller

Sarah Tierce

[www.caeop.org](http://www.caeop.org)

# California AEOP

The CAEOP conference was held in Santa Maria, CA, on March 9-10, 2018. Board members arrived on Wednesday, March 7, to attend a pre-conference meeting, board meeting, and a parliamentary meeting. Thursday, March 8, pre-conference tours were scheduled including a card making class, Humvee sand dunes ride, guided nature hike, and a painting class.

On Friday, March 9, the conference got under way with the honor guard from Vandenberg Air Force Base. Sarah Tierce led the attendees in the pledge of allegiance and the national anthem. We had greetings from the Mayor of Santa Maria, our honored guests, Wendy Heslink, CEOE, NAEOP Immediate Past President and Teresa Himmelberger, CEOE, NAEOP Southwest Area Director. Friday evening was the Affiliates event where we could meet new friends and find out fun facts about each other.

Saturday night ended our conference with the installation of the 2018-2019 CAEOP Board. It was a wonderful evening with great food, friends, and family. Overall, the conference was a great success and I look forward to the 2019 CAEOP Conference.

Lorri Kilby  
2019 CAEOP President

*"It's not what you've done, it's what you're expected to do"* Michael Rhodes, Principal – California Military Institute. Not many people come into our lives that have an influence over us; for me Mr. Rhodes is one of those people. He has a strength and kindness that I only wish I could have. That quote was spoken to us last night at a Board meeting by one of his students. I thought it was profound and summed up my feelings about stepping out of my role as President and into my new assignment of Immediate Past President.

My three goals for the year were to increase membership through community outreach, increase the number of scholarships we gave out and provide relevant professional development for office professionals throughout our state. I am very proud to say, with the help from a great team we were able to accomplish all of the above. Of course, the culmination of any CAEOP President is the Annual Conference. "I chose the area of Santa Maria for many reasons with the main one being that we were cultivating membership in the area. Additional reasons were my familiarity with the little sleepy city and it is where my love of wine began!"

The conference was a success in many ways. As they say, "a picture is worth a thousand words." I am sharing a few of my favorites with you. What is amazing to me is that not only did we have exceptional workshops and general session speakers, but I have made many new friends and connections from all over the United States. My experience as your CAEOP President has been rewarding, uplifting, challenging and one of the greatest learning experiences I have ever had in both my professional and personal life; *and that, is priceless.* I encourage all of you to "Stay the Course" as you move forward by "Stepping Into Greatness" with CAEOP.

Lori Ortell, CEOE  
Immediate Past President



# Granite AEOP

Granite AEOP has just completed 30 hours of professional development for the office professionals of our district. Classes included, Discovery, work sessions at all levels, Emergency Protocol, Social Media, Fiscal Policy, Microsoft Excel, Dealing with the Homeless Community and Different Ethnicities, Planner, Mail and Task in Microsoft Office 365, and new laws on Immunizations.

The GAEOP Executive Board has awarded student scholarships to three very deserving students in our district. The Helen P. Metos scholarship was awarded to Rebecca Fredrickson from Hunter High, valued at \$500.00. Also awarded were Jason Forbush, Cottonwood High and Rachel Nilsen, Olympus High who will each receive a scholarship valued at \$250.00. We are honored to help these students in their endeavors for continuing education.

GAEOP is gearing up for our annual Professional Development Day, May 31, where over 300 office professionals will meet at Taylorsville High School for a day of learning and networking. We are excited to have Mr. Sam Glenn, renowned motivational speaker, author, and self-taught artist as our Keynote Speaker. We are looking forward to a fabulous day with great entertainment.

Teresa Himmelberger, CEOE  
Granite AEOP President



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National Association of  
Educational Office  
Professionals*

## Mission Statement

"The purpose of the Granite Association of Educational Office Professionals shall be to provide opportunities for personal and professional growth, leadership, service, networking and recognition to all educational office professionals."

## 2017-18 Granite AEOP Executive Board Members

### President

Teresa Himmelberger, CEOE

### Vice President

Amy Torres

### Secretary

Lesla Campbell

### Treasurer

Colleen Hughes

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Stacy Bushell

### Jr. High Representative

Michelle Raymond

### Elementary East

Deanne Hampson

### Elementary West

Julianne Hamblin, CEOE



## ACHIEVE

"High achievement always takes place  
in the framework of high expectation."

- Charles F. Kettering

GRANITE ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS



ELEMENTARY · DISTRICT · SECONDARY

[www.gaeop.weebly.com](http://www.gaeop.weebly.com)

Utah AEOP is an affiliate of the  
National Association of  
Educational Office  
Professionals.

Mission statement

“Supporting Utah Educational  
Office Professionals through  
professional development,  
networking, and recognition.”

#### 2018-19 UAEOP Board

##### President

Mary Meyers, CEOE

##### Vice President

Jana Varney

##### Secretary

Angela Montague

##### Treasurer

Andrea Curtin, CEOE

##### Immediate Past President

Sherry Wilson, CEOE

##### Board Members

Paula Bosgieter, CEOE

Debbie Burtenshaw

Charlotte Graham

Raimee Hunt, CEOE

Danielle Kitchen

JoAnn Monroe

Vanessa Park

Tracy Silcott

Dixie Sperry, CEOE

Midge Treglown, CEOE

Lyla Tuttle

Jennifer Vargo



[www.uaeop.org](http://www.uaeop.org)



# Utah AEOP

On March 10<sup>th</sup>, UAEOP held their 25<sup>th</sup> annual conference at the Granite Education Center. Office professionals from school districts, the state office, and charter schools learned how to be pathologically positive from keynote speaker, Dr. Paul Jenkins ([www.drpauljenkins.com](http://www.drpauljenkins.com)). The positivity theme continued as participants used sticky notes to “post something positive” and networked with BINGO throughout the day. Classes were presented on Office 365 & Sway by Microsoft expert, Solomon Romney; Healthy Lunches by Maria Givler & Sleep by Jody Treu, both from PEHP; Excel by USBE’s Adam Little; The Game of Money by Kimberly Boettcher from Mountain America Credit Union; and PSP by NAEOP President Lisa Morehouse, CEOE.

The lunch program celebrated the achievements of PSP Recipients, Julianne Hamblin, CEOE, and Gayna Breeze, CEOE; Student Scholar, Camille Klvacek; Committed to Excellence award recipient, LesLee Snelson; Administrator of the Year, Thalea Longhurst; and Office Professional of the Year, Paula Bosgieter, CEOE. Mary Meyers, CEOE, introduced the 2018-19 Board Members

The afternoon sessions focused on networking – participants visited vendors who brought products to help us improve our work and personal lives; Andrea Curtin, CEOE, led the group through a series of discussion questions and matched up networking partners. Lisa Morehouse closed out the day with Nifty Networking where participants created a conversation wheel, aka “speed networking.”

Sherry Wilson, CEOE  
UAEOP President



The NAEOP Southwest Area newsletter is provided up to four times a year. If you have any materials such as events, articles, quotes, etc. you would like to provide, please send them to me:

Teresa Himmelberger, CEOE

NAEOP Southwest Area Director

[thimmelberger@graniteschools.org](mailto:thimmelberger@graniteschools.org)

