

# WAEOP News from Area 7

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## WAEOP MISSION STATEMENT

The mission of the Washington Association of Educational Office Professionals is to promote the professional standards of our diverse membership through networking, information, and education.

Our vision—Washington Association of Educational Office Professionals are committed to continuous membership for personal and professional growth and are valued as cooperating partners in the education of students in the state of Washington.

## Calendar of events

- February 10.....WAEOP Awards/Scholarship Deadline
- February 11.....Area 10 PDP
- March 3.....Area 7 PDP
- March 15.....NAEOP Awards/Scholarship Deadline
- March 15.....NAEOP Publications/Website Deadline
- March 16.....AAEOP Bunco Night
- March 17.....Area 2 PDP
- March 24.....Area 6 PDP
- April 20-21.....Spring Conference, Kelso
- April 23-27.....Administrative Professional Week
- May 21-25.....Educational Bosses Week
- July 9-13.....NAEOP Conference and Institute

Visit WAEOP's web site—[www.waeop.org](http://www.waeop.org)—for more events.

## Looking for candidates for WAEOP scholarships and awards

**P**aying for post-high school and/or continuing adult-education can be costly. WAEOP is committed to supporting continuing education and is willing to “put their money where their mouth is” (quite literally!) and award several scholarships each year.

Members and/or their children may be eligible for one of the WAEOP scholarships. Scholarship applications are available on the WAEOP web site ([www.waeop.org](http://www.waeop.org)). *The application deadline is February 10, 2012.*

If you have questions about, or need more information about WAEOP scholarships and/or the application process, please contact Arlene Ochoa at [aocoa@nfsd.org](mailto:aocoa@nfsd.org).



Nomination/application forms for WAEOP awards are on the WAEOP website. Please consider nominating an educational administrator or office professional, your local affiliate, or newsletter for one of these awards. *Nominations are due to me by February 10.* If you need more information about the awards, please contact me—Deyanna King, 253-831-4743.

Winners will be announced at the annual Spring Conference, April 19-21, at the Red Lion Hotel in Kelso.



Did you know the WAEOP newsletter is available on the WAEOP web site?

# WAEOP News from Area 7

February 2012

Area 7 Director, Deyanna King, CEOE  
418 B Street Northeast • Auburn WA 98002

WAEOP President, Jennifer Robinson, CEOE  
3014 Pennsylvania Street • Longview WA 98632

## Winter 2012

I hope you all survived the big storm without too much damage. I had tree limbs everywhere, but no serious damage. I can't complain though—my power was only out for 13 hours, unlike several days that others experienced. My granddaughters spent the night with me because I have a wood-burning fireplace insert which kept the house toasty warm (they were without electricity and heat). We made s'mores, drank hot chocolate (heated on the wood stove), and played games by candlelight. It was like camping out—my favorite pastime!

—Deyanna King, CEOE

## What's in it for me?

What are the benefits of being a WAEOP member? There are many! This article first ran in this area newsletter two years ago. . . I think this may be a good time to run it again.

The WAEOP board continually reviews services offered by the association, assistance available from board members, training opportunities, and more. If this information is new to you, I'm pleased you are taking the time to read it. Naturally, if you have questions about any of it, please contact a board member. For some of you this may serve as a reminder why we belong to this great organization for office professionals. Either way, I am happy to belong to this professional association *with YOU!*

### Professional Growth

**WAEOP's annual conference** is held in the spring. In addition to classes, a business meeting, awards, scholarships, keynote speakers, installation of officers, and PSP certificate recipients are recognized.

**Leadership training** is held annually, usually in the fall, and focuses on leadership skills. The location may be anywhere in the state.

**Professional Development Program (PDP) workshops** are learning opportunities hosted by area directors (or a local affiliate) and held throughout the state. PDP workshops are typically held on Saturdays. They may be a full or half day and can cover many different topics.

The **Professional Standards Program (PSP)** is the only nationally recognized certification program for educational office professionals. To be eligible for this program, you need to be a member of NAEOP also. Some districts offer stipends for obtaining a PSP certificate.

If you are interested in hosting a training opportunity in your area, please contact me or the Continuing Education Coordinator, Rhonda Quinton.

### Scholarships

WAEOP scholarship funds are raised by donations, fundraisers, endowments, and conference registration fees. Scholarship application forms are on the WAEOP website.

#### Member Scholarships:

Betty Meek	(approximately) \$300
Irene Usitalo	\$300
WAEOP member	\$500

#### Student Scholarships:

Affiliate sponsored	\$750
Member sponsored	\$1,000

### Awards

A current member may submit a nomination for Affiliate of the Year; Administrator or Educational Office Professional of the Year; and/or Excellence in Communications.

*Note:* You must be a member in good standing (current as of November 1) to apply for a scholarship or nominate someone for an award.

## Area 7 PDP workshop

Mark your calendar for March 3, 8:30 a.m.-4:30 p.m. Auburn AEOP is hosting a WAEOP Area 7 Professional Development Program workshop. Accepting Challenges—Professionally and Personally, Self Defense for Women will be facilitated by professional trainers from Black Tiger Tactical, Tyler Christian and Abdul Mohamed. This team brings years of experience in military, law enforcement, and civilian training to you. Techniques that are easily learned and remembered in a high-stress encounter will be presented.

This workshop includes a physical component; however, you do not need to be strong, toned, or in "excellent" physical condition to participate. Tyler and Abdul meet the needs of all participants and train them accordingly. If you need a copy of the registration flyer I would be happy to send it to you.

This workshop is open to anyone—I urge you to encourage your co-workers to join WAEOP for \$35 a year and attend with you; they can then register for the member rate of \$35. This workshop qualifies for eight hours of in-service time toward a PSP certificate or renewal. The registration fee for non-members is \$55. Bring a friend, family member, or co-worker. Children under 15 must be accompanied by a parent or grandparent. Lunch will be provided through the Auburn School District Child Nutrition Department.

If you are interested in helping with the workshop, please let me know. I will need help the morning of the workshop handing out registration packets and raffle tickets to those who register early. I hope to see you there!

## Area 7 AAEOOP fundraising event

# Bunco Night with AAEOOP

Friday, March 16  
Dick Scobee Elementary gymnasium  
1031 14th St NE, Auburn

Games begin at 6:30 p.m.  
Help AAEOOP raise money for scholarships and continuing education.

Bunco is a fast-paced, fun dice game enjoyed by players around the country! If you don't know how to play now, it will only take you a few minutes to learn. All adults are welcome to participate—this is not an event reserved for AAEOOP members only!

For just \$15 (call Ann at 253-931-4984 for special rates for groups of 12 or more) gets you “in the door” to play, eat tasty snacks, and help school district office professionals raise money for scholarships, continuing education, and recognition of students and educational office professionals in the Auburn School District.

- Mark the date on your calendar and reserve space for yourself (and friends and family!) at AAEOOP's Bunco night. Get your reservation and payment in early (by March 1) for a chance to win an exclusive early-bird prize. General reservations are due by March 8.
- You may purchase tickets for \$1 each, at the event, for great raffle items and/or the 50/50 drawing.
- Bunco will end at about 9 p.m.; prizes will be awarded, the raffle winner will be announced, and you'll be home in time for the late news early.
- You do need to pre-register for this event.

If you would like to pre-register, please contact:

Sandi Thompson (253-804-5161)  
Pam Craft (253-931-4938)  
Cris Cruickshank (253-931-4972)

## WAEOP conference in Kelso

Make plans now to attend WAEOP Annual Spring Conference! WAEOP and the Kelso Red Lion Inn welcome you to southwest Washington. . . to build bridges!

There will be keynote speakers, break out sessions, general sessions, PSP celebrations, scholarships and awards, and installation of new officers and area directors.



The registration flyer is available on the WAEOP web site. I hope you will choose to attend, I don't think you want to miss it! Mark your calendar for April 20 and 21, and register soon.

## WAEOP Board—2011-12

Contact your board members! Your area director is the board member who voices your questions, suggestions, comments, and/or concerns at WAEOP board meetings. When you communicate with your area director, you are assuring that your voice is heard at the state level!

Several WAEOP committees still need members. The responsibilities of committee members range from a few hours a year to a few hours a month or week. Surely there is something available to fit your schedule and allow you to *Accept the Challenge, Experience the Growth!*

President, Jennifer Robinson .....360-636-0053  
President-Elect, Pam James .....425-335-0901  
Past-President, Shari McGraw .....509-378-0355  
Secretary, Kathy Doss .....253-228-3939  
Treasurer, Robin Mallory .....206-300-7604

Affiliations, Sheri McGraw .....509-378-0355  
Audit and Finance, Tina Schuler .....509-677-3481  
Awards, Deyanna King.....253-735-4969  
Bylaws/Handbook, Misty Woodrum .....360-578-0474  
Conference Coordinator, Terri Cerna .....509-234-4866  
Continuing Education, Rhonda Quinton .....509-234-0496  
Elections/Nominations, Linda Gersib .....360-923-0332  
Legislation, Tammy Bengen .....360-383-9207  
Membership, Julie Nauman .....253-584-5177  
Newsletter, Eldene Wall.....509-884-0812  
Parliamentary Advisor, Terri Cerna.....509-234-4866  
Professional Standards,  
    Co-chair, Vivian Belcher .....206-781-8476  
    Co-chair, Sue Daley .....206-789-3873  
Public Relations/Website,  
    Paula Jo Brave .....425-255-1781  
Retirees Representative, Billie Mikesell .....206-362-5783  
Scholarships, Arlene Ochoa.....509-269-4667  
Strategic Planning, Terri Cerna .....509-234-4866  
Ways and Means, Arlene Ochoa.....509-269-4667

Area Director Coordinator,  
    Rhonda Quinton.....509-234-0496  
Area Directors:  
    Area 1, Tina Schuler .....509-766-3275  
    Area 2, Arlene Ochoa.....509-269-4667  
    Area 3, Gina Tookes .....509-930-5006  
    Area 4, Melisa White.....509-750-3249  
    Area 5, Tammy Bengen .....360-383-9207  
    Area 6, Lori Palombo.....360-653-8865  
    Area 7, Deyanna King .....253-931-4743  
    Area 8, Vivian Belcher.....206-781-8476  
    Area 9 Vacant .....Please help us fill this position!!  
    Area 10, Misty Woodrum .....360-578-0474  
    Area 11, Linda Gersib .....360-923-0332

If you would like to volunteer to serve on a committee, contact President Jennifer or the committee chair. When you serve on a WAEOP committee you earn PSP points; learn from and share with others; and support your professional association.

**Remember to visit the WAEOP web site ([www.waeop.org](http://www.waeop.org)) often for new information, updates on workshops/training, and more!**

Washington Association of Educational Office Professionals—Membership Application

Renew your WAEOP membership or join as a new member today. Mail completed registration form and dues to: WAEOP MEMBERSHIP  
JULIE NAUMAN  
2406 LEXINGTON ST  
STEILACOOM WA 98388

Name \_\_\_\_\_ Are you a member of NAEOP?  Yes  No  
Address \_\_\_\_\_ Do you have your CEOE?  Yes  No  
City \_\_\_\_\_ Zip code \_\_\_\_\_ If you do not have a Professional Standards Program  
E-mail address \_\_\_\_\_ certificate, are you interested in having someone  
Home phone (\_\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_\_) \_\_\_\_\_ contact you regarding PSP?  Yes  No  
School district \_\_\_\_\_ Building/Department \_\_\_\_\_  
Recruited by \_\_\_\_\_ Deyanna King, CEOE In which WAEOP Area do you work? \_\_\_\_\_  
Your membership fee includes a one-year subscription to the *WAEOP News*. Your membership is continuous for 12 full months.  
Please check one:  Administration  Elementary  Higher Education  High School  Middle/Junior High  
 State Department  Vocational  Retired  Other \_\_\_\_\_  
Check one membership classification:  New-\$35  Renewal-\$35  Retired-\$5  Associate-\$10  Student-\$5  
Enclose your check or money order, payable to WAEOP, and mail your membership form today!

National Association of Educational Office Professionals—Membership Application

Renew your NAEOP membership or join as a new member today. Mail your completed registration form and dues to:  
NAEOP MEMBERSHIP CHAIRMAN  
PO BOX 12619  
WICHITA KS 67277-2619

Name \_\_\_\_\_ Do you have your CEOE?  Yes  No  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_  
E-mail address \_\_\_\_\_  
School district \_\_\_\_\_ Building/Department \_\_\_\_\_  
Home phone (\_\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_\_) \_\_\_\_\_  
Recruited by \_\_\_\_\_ Deyanna King, CEOE, Washington AEOP Please check one:  Renewal  New Membership  
Your active membership fee includes a one-year subscription to the *NES* (the *NES* costs \$25 separately, \$10 for retired members).  
Your membership is continuous for 12 full months.  
Please check one:  Administration  Elementary  Higher Education  Secondary/High School  Middle/Junior High  
 State Department  Career & Technical  Retired  Other \_\_\_\_\_  
Check your membership classification:  Active Membership \$50 (includes *NES* subscription)  
 Associate Membership \$50  
 Corporate Membership \$60  
 Institutional Membership \$45  
 Retired Membership \$30 (does not include *NES* subscription)  
If applicable, check subscription box:  *NES* Annual Subscription \$25 (*NES* subscription is included with active membership)  
 *NES* Annual Subscription for retired members \$10  
Payment method:  Check/Money Order (payable to NAEOP) enclosed Total amount enclosed \$ \_\_\_\_\_  
-OR-  
Charge my  Visa -or-  MasterCard Card number \_\_\_\_\_  
Expiration date \_\_\_\_\_ Signature \_\_\_\_\_  
Enclose your check or money order, payable to NAEOP, or your credit card information and mail your membership form today!