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Welcome

My name is Vivian Belcher and have just been elected as your new Area 8 Director. I have worked for the Seattle Public School District as an Administrative Secretary for the past 8 years at Catharine Blaine K-8 School. This fall I become an empty nester with my oldest graduating college, my middle child a senior in college and my youngest entering college this fall. Being a member of the WAEOP organization gives me the opportunity to meet other colleagues working in the educational field. Attending the Professional Development that WAEOP offers, kick started me to work on my PSP

(professional standards program) certificates with NAEOP. WAEOP has been part of my life for 5 years and I am pleased to say I am working on PSP certificate 4. My desire is to sponsor a PD course this November and hope to have information out to everyone by September.

If you could learn one task that would make your day easier what would that be? Would it be color coding your email, discovering short cuts to make the Outlook calendar easier to use, maybe just a refresher course in Word, or how to make a PDF. All of our work days are so busy, we don't take the time to learn a new task, that could

indeed make our workday actually easier. If you think of a professional development training that would make your day easier, please don't hesitate to drop me a line. I look forward to making new friends and spreading professional development opportunities throughout Area 8.



Dates to Remember

WAEOP Leadership-
August 29 Ellensburg
PSP Filing—Sept. 15

WAEOP Fall Summit
October 9th / 10th
Yakima, WA

PSP Filing—Jan. 15th

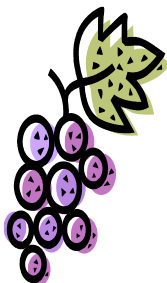
WAEOP Spring Conference
April 23rd / 24th

Renton, WA
PSP Filing— May 15th

NAEOP Conference
July 5th—July 9th
Kansas City, MO

Future NAEOP locations -
Charlotte NC 2011

WAEOP Fall Summit



New name, but great opportunity. Many members asked to make the fall conference shorter and more focused. Last fall the new concept was tried out in Dupont with much success. The conference now runs on Friday and concludes on Saturday so everyone can be home Saturday night if they chose. The Fall Summit will always take place on the state-

wide Professional Development day. This year, it will be on October 9th and 10th. The summit this fall will take place in Yakima. The professional development will focus on Technology. All classes will take place at Davis High School. Check out the WAEOP website for details. There will be two days of in-service classes worth 15 PSP hours.

WAEOP gives Scholarships to our own

Every year, each one of us have the opportunity to apply for a WAEOP scholarship.

Are you currently going back to school to further your education, or are you considering going back to school ?

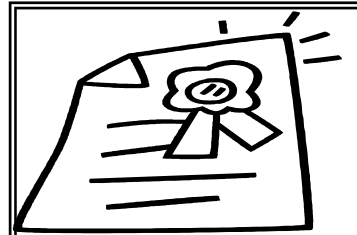
WAEOP has scholarships that are only available to our members. The main requirement is that you live in Washington State and that you are a current member as of November 1st of the current year.



NAEOP also offers scholarships to current NAEOP members. Both organizations offer dependent scholarships. For more information log onto

www.waeop.org or www.naeop.org

CONGRATS !



Our own Sonia Crandall, from Area 8, who works at the John Stanford Center in Seattle, won a one year membership to WAEOP during the Spring conference in Tacoma.

The WAEOP board decided this year to award two WAEOP memberships and two conference fee's to four lucky attendee's to contribute towards their professional growth.

PSP Questions :

Are you working on your PSP certificates? Are you overwhelmed figuring out the paperwork? If so, contact Emily Marley. As WAEOP PSP Chairman (and an Area 8 member), she is our resource for PSP and leads workshops all over Washington state. Depending on the needs of your group she can provide a 3-hour class that will cover the basics; a full day workshop with more in-depth information and plenty of time for individual questions; or a three part series of 2-hour classes designed to walk members through every form and step of the application process. For answers to your individual PSP questions or more information on scheduling a workshop for your group, you can contact Emily at emarle@seattleschools.org.

Every year at the WAEOP Spring Conference and at the NAEOP Summer Conference new PSP certificate holders are honored with a very nice ceremony, making everyone feel proud of their accomplishments. Make 2010 your year to be honored!

WAEOP gives back.....

Every year at Fall Summit and Spring Conference, WAEOP attendee's collect and donate items to local charities.

This year at Spring conference, stuffed animals were collected for Harborview Hospital for the children entering the emergency rooms. The nurses were ecstatic when they saw us bringing 10 large garbage bags full of stuffed animals. The

nurses also shared that the hospital every year has a baby shower for expectant / homeless moms and the stuffed animals will also be shared with them. Area 8

collected 8 bags of animals. Thank you for your donations and start saving as Spring Con-



ference in Renton will be collecting stuffed animals. The designated charity will be named on the flyer coming out in the spring. Fall Summit will be collecting hats, gloves and mittens.

More details will be in the

PSP hours earned at NAEOP

NAEOP took place in Minneapolis, Minnesota this year, July 20th—24th. Pre conference in-service classes happen 2 days prior . This provides a great opportunity for those working on PSP to earn 15 hours in 2 days with the possibility of earning 30 hours for the entire conference. 30 hours of credit,

can count as 1 education credit, or 1/2 of the hours needed for in-service credit. Do you know if your district pays you for PSP certificates? It seems that every district treats this professional program different. If you don't know if your district or campus pays for earning a PSP certifi-

cate, ask the question. Many units are bringing this question to their bargaining members. Some districts pay one lump sum, others like Seattle pay for each certificate earned. Some districts even cover the cost of membership to NAEOP. It never hurts to ask the question.

Do you have news to share?

Have you had some wonderful professional development?

Let me know and I will share in the next newsletter.

Warm Thoughts and Prayers

One of our own Jean Fankell, former WAEOP and NAEOP President is dealing with a major health issue.

You might have been lucky over the years to have taken a professional development class from Jean. She always brought a touch of “class” and wonderful humor to each workshop she taught.

Cards may be sent to her at her home.

630 Saturn Lane NE Bremerton, WA 98311



NAEOP President News

Did you know our own Kathy Lech will be installed as President of NAEOP in Kansas City on July 9th, 2010. This will be only the 3rd time Washington State has had a President representing our state. Look for more news about Kathy’s installation after this summer’s NAEOP conference.

Pam Posey was installed as 2009-10 President this summer in Minneapolis. Pam attended our spring conference in Tacoma, she is quite a hoot, and taught an excellent class on office professionalism.

Our WAEOP website is updated with new Professional Development opportunities from area’s all over our state. Check it out and take a friend with you to your next professional development.



Effective Communication:

Shared feelings

Should be accompanied by

Shared understandings

Washington Association of Educational Office Professionals

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WAEOP's

Mission and Vision -

The mission of the Washington Association of Educational Professionals is to promote the professional standards of its diverse membership through networking, information, and educational opportunities.

Watch your mail....

Fall Summit coming to
Yakima in October 9th
and 10th

Future Professional
Development
Opportunities

Spring Conference in
Renton on April 23rd
and 24th.

NAEOP coming to
Kansas City, MO
July 2010.

Communication

Recently a professional development focus was on Communication. The following are the key points from the

Communication Superstars.

Clarity— Be really clear, what are your expectations.

Common Ground—

Argument is the worst conversation. Pick your battle. What can you let go.

Control —

The tongue is the only tool that gets sharper with use.

Compassion —

The echo of kind words are truly endless.

Courage —If we are growing, we will be out of our comfort zone.

Do you need to renew your
Membership ?
Send payment to Nan Hensley
2212 North Granger Road
Zillah, WA 98953
One year membership is \$ 35.00

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