



MISSOURI EDUCATIONAL SECRETARY

MAEOP

Missouri Association of Educational Office Professionals

Special Points of Interest:

- NAEOP, July 5 — 9, Kansas City
- Fall Conference, Oct. 28 — 30, Blue Springs

Message from the President

Communication is the key to any successful organization. But not only is communication important it is how you say things and how people perceive what you say. Communication also comes in many forms – from email, letter or phone call. Many of our members are computer savvy and have the ability to explore the world of the internet, but others do not have that luxury. Some people are good at email and do most of their corresponding in that form. Others like the personal touch of the phone or some just like the handwritten letter. Regardless of the type of communication you use, use it wisely.

So many times we are in a hurry and do things without thinking twice. I know that is true of me. I try to multi task and do several things at the same time. In our day of more work with less people it is usually a typical thing to multi task. Recently I was listening to the House of Representatives and the Senate – it is fun trying to listen to both, answering the phone, responding to emails and doing my typical daily work. I was emailing several people and I'm sure you know how we sometimes type one thing and think we are saying something else. I'm guilty. I did just that and in doing that I sent the email without rereading it and ended up not saying exactly what I had intended to say. It hurt the person's feelings which then made me feel bad.

I know we are all guilty of doing that – sending an email that wasn't exactly what we intended on saying, or not proofing it and finding errors. We all need to take some time when we communicate to make sure what we are saying is what we really are meaning to say.

We also need to be more tolerable to different types of communication. Some people can read the email and remember it all. Others need to print it out and then read it and have it available to reread at a later time. Our newsletter is a good example of communication for our association. We are trying to put many useful articles in it that people will want to come back and reread them again. By having the newsletter online you can go back and reference any of the articles that were submitted. If you have suggestions for articles, please let Julie know.

Next time you are really busy and are about to send an email – make sure you take the time to reread it and make sure it says exactly what you are trying to say and not missing some of the vital information. Remember good communication is the key to having a successful association.

Debbie Geib

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MAEOP

DHAEOP

The 30 members of the Dogwood Hills Association of Educational Office Professionals (DHAEOP) have embraced the business of the 2009 — 2010 school year. We held a Bowling Night and had a great time relaxing. We have had great success for our scholarship fundraiser with the sale of sweatshirts, long sleeve sports — style shirts, jackets, and pullovers. We will award two \$1000 scholarships to two students enrolled in a Business or Education post — high school training program. We have also held two regular meetings this Fall, one on September 22nd and another on October 19th to discuss the Fall Convention. Tina Shelden and Michelle Arnold, co- hosts of the Fall Convention, did an excellent job and we the ladies of DHAEOP were very proud to be a part of the process. Everyone had a great time.

DHAEOP will have 3 members on the MAEOP 2009 — 2010 board. Michelle Arnold was elected Recording Secretary, Eileen Walker was elected Board Member and Becky O'Riley was elected President — Elect. The ladies were installed to their new positions at the Fall Convention. Congratulations to all the new MAEOP Board members.

We will meet on February 16th to discuss plans for the Spring Workshop and Bosses Night. We will host our Bosses Night in May to celebrate our school district and salute our Principals and Administration. We will also install new officers to the DHAEOP board. I have had a great experience as President of DHAEOP and wish great success to the new Board.

**“What’s
happening
with your
local
group”?**



Left to right: Brenda Thiltgen, Susie West, Anna Hartley, Heather Ashton, Robin Shay.



front- April Rodriguez; back- Sandy Rickert, Eileen Walker, Tina Shelden, Theresa Cook

Columbia AEOP

CAEOP — Columbia Association of Educational Office Professionals — 45 members strong!!

CAEOP decided to try a candle fundraiser this year through At Home America. The fundraiser was a huge success. CAEOP members sold 196 candles. This was above our goal of 150 candles. The total amount raised for our scholarship fund was \$867.69 plus an additional \$180.00 of donations. With the amount raised plus donations and membership CAEOP will be able to award three \$500 scholarships. We are really excited and plan to offer this fundraiser again next year.

In December, CAEOP members met at the Columbia Area Career Center to tour two of their excellent programs. Brook Harlan, Culinary Arts, gave members a tour of the Culinary Arts kitchens and informed members about how the program runs and all the requirements. We were excited to learn that our CACC Culinary Arts program is nationally accredited with the American Culinary Federation. We were also given a tour of the Horticulture Program Greenhouses by Sherie Rodekohr, and then we were allowed to shop for centerpieces, wreaths, and arrangements designed by the students. We finished off our evening with a holiday cookie exchange.

CAEOP started off 2010 with our Soup and Dessert Supper. After getting our fill of delicious soups and desserts, members were invited to attend a special training session on running reports in E — School.

CAEOP held their March meeting at Columbia Public School’s newest elementary, Alpha Hart Lewis. We were given a tour of the building and a presentation was given by Dr. Chris Belcher regarding the upcoming bond election.

CAEOP Executive Board 2008 — 2010

Lynita Little	President
Lori Looney	President Elect
Christy Serrage	Vice President
Beth Fancher	Treasurer
Janet Tegredine	Secretary
Ginger Holcomb	Historian/Newsletter
Ardith Hurst	Board Member
Kenlyn Miller	Board Member
Beverly Miller	Immediate Past President

MAEOP**MIS — SCO — DEAU AEOP**

The PERRYVILLE School District members hosted the October 13, 2009 meeting at Missy's Country Kettle in Perryville, MO. All received a warm welcome and enjoyed a delicious dinner from the buffet.

In the absence of President Leslie Parker, Vice President Peggy Appleton conducted the meeting.

Using a "HANDS" theme, Dorothy Bertrand, assisted by Barb Hagan, installed the following officers for 2009 — 2011:

President — Jan Butler of Charleston;
Vice President — Peggy Appleton of Charleston;
Secretary/Treasurer — Willetta Brookins of Cape Girardeau.

Gifts of appreciation were presented to the officers.

Ongoing membership ideas were shared as to what can be done to continue promoting our association.

The Perryville scholarship committee will select the 2010 recipient.

Members participated in a very spirited bidding process during the Silent Auction, which is the fundraiser held at the fall meetings. Also, there was the 50/50 project. Proceeds from both help fund the scholarship.

CAPE GIRARDEAU members will host the winter meeting.

The CAPE GIRARDEAU members hosted the rescheduled winter meeting on April 13, 2010 at Beef 'O' Brady's in Cape Girardeau, MO. All were welcomed and then enjoyed the delicious food served by 'O' Brady's.

President Jan Butler conducted the meeting, in which ideas were again shared as to how to increase membership and promote our association.

Secretary/Treasurer, Willetta Brookins, reported she had sent in the MAEOP affiliation dues. She distributed copies of the membership list and the Constitution and By-laws.

After the 50/50 fundraiser and take home gifts were given out, the meeting adjourned.

CHARLESTON members will host the May 25, 2010 meeting. Members enjoyed Beef 'O' Brady's so much that they agreed to meet there again in Cape Girardeau, MO.

MIS — SCO — DEAU AEOP sends BEST WISHES to MAEOP OFFICERS and ALL MEMBERS!

**“Education
is not
preparation
for life;
education is
life itself.”**

John Dewey

St. Louis County AEOP

The St. Louis County Association of Educational Office Professionals launched its very own website: www.slcaeop.org in March 2010. We held our first annual social/membership drive on Wednesday, March 10th at Tropicana Bowl. Fun had by all. Our executive board will serve a second term. Our next meeting will be hosted by Ferguson — Florissant School District on Thursday, May 6th. Our scholarships will be awarded at our first fall meeting of the year.



Starting back row, left to right:

Dianna Hill, Carol McCauley, Sue Janicke

Michelle Clover, Debbie Breen, Linda Carty, Sandy Conrad, Kathy Hardin, Tammy Gottschalk

Laurel Soltesz-Jones, Betty Satterly, Naomi Secoy, Anita Bean

Jo Crump, Jamie Love, Angela Harden

Picture taken by Gretchen Bedo

MAEOP

Fall Conference

October 28 — 30, 2010

MAEOP**Springfield AEOP**

On April 6, 2010 we held our 3rd Annual Secretary's Banquet at the Cox North Fountain room. We had 47 secretaries attending including Board Members. This banquet was sponsored by the SAEOP free-of-charge for all Springfield School District secretaries and was partly funded with the help of The Foundation office. Our theme this year was "YOU'RE WORTH A MILLION", with gold coins, large oversize play money and 100,000 Grand candy bars were our table décor. We had a great menu of pork loin, garlic potatoes, vegetables, pasta salad, tabouli, corn salad, Millionaire Pie, Mamie Eisenhower Million Dollar Brownies and tea. The entertainment was provided by a group of 4 singing bus drivers from our own Transportation Department. They were a huge hit with everyone.

**Mid – Missouri AEOP**

MMAEOP meet every other month during the school year. We are usually found at the local eating places. This year at Christmas we donated toys through the FCCLA group at WM R — 1 entitled "Be An Angel." As fundraisers we sold scrip cards at Christmas and will have concessions during Montgomery County Youth Basketball games. We use the proceeds for scholarships to be given to two graduating seniors entering the business field. This summer we are planning to treat our bosses to a BBQ get together at Julie Blaue's house. We will also be installing our new officers for the term 2010 — 2012. They are as follows:

- Juliann Blaue, President
- Lisa Cunningham, Vice President/Secretary
- Janet Hammond, Treasurer.

Brag Corner

Keep in your thoughts and prayers, Lexa Brooks, daughter of Jorene Brooks. She had a kidney transplant on Tuesday May 25, 2010. She is doing good. Cards can be sent to her home at 3905 E. Graybill Road, Sturgeon, MO 65284.



Juliann Blaue
48 Howard Road
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Hopes for a speedy recovery from bypass surgery to Harry Bertrand.



Have something to BRAG about? Send your info to juliannblaue@yahoo.com

Have something to BRAG about? Send your information to juliannblaue@yahoo.com



Happy Retirement!
Kathy Koehler
Debi Othic
Vicki Phillippe



New Grandbaby!

Janet Little new grandbaby! Tanner David born January 27, 2010

Dorothy & Harry Bertrand first great— grandson! Kevin James Wade born March 22, 2010

MAEOP

Missouri Association of Educational Office Professionals

2009 — 2010 Executive Board

President	Debbie Geib Missouri School Boards' Assoc. *465 Hwy B Montgomery City, MO 63361	Office: 573 — 638 — 7501 Fax: 573 — 638 — 7503 Home: 573 — 564 — 5280 Email: geib@msbanet.org
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Board Member	Susan Brooker Harrisonville R— IX School District 503 S. Lexington Harrisonville, MO 64701	Office: 816 — 380 — 2727 ext. 1222 Fax: 816 — 380 — 3134 Home: 816 — 537 — 9749 Email: brookers@harrisonville.k12.mo.us
Immediate Past President	Jamie Love Normandy School District 3855 Lucas & Hunt Road St. Louis, MO 63121	Office: 314 — 493 — 0428 Fax: 314 — 493 — 0420 Home: 314 — 524 — 5226 Email: jamiel@normandysd.org

*Denotes Home Address

**Missouri Association of Educational Office Professionals
2009-2010 Affiliations and Local Presidents**

Cass County Association

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Term Expires: June 2010

Columbia Association

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Term Expire: June 2010

Dogwood Hills Association

Eileen Walker
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286 East Lawn Avenue
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Term Expire: May 2010

Independence Association

Michelle Hess
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3225 S. Noland Road
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Term Expires: May 2010

Jefferson City Public Schools

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Term Expires: May 2010

Jefferson County

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Mark Twain Association

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Mid Missouri Association

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Term Expires: August 2010

MIS-SCO-DEAU

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Term Expires: December, 2011

Northeast Association

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Term Expires: May, 2011

Northwest Association

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OFAEOP

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Springfield Association

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Brannon	Kim	2150 Highway 32	Halfway, MO 65663	Halfway R-III	kbrannon@halfwayschools.org
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FIRST

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Phillippe	Vicki	1408 Trobridge road	Columbia, MO. 65202	Columbia	vphilipp@columbia.k12.mo.us
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Powers	Debbie	21005 S. School Rd.	Peculiar, MO 64078	Raymore-Peculiar	dpowers@raypec.k12.mo.us
Reynolds	Lois	PO Box 214 112 N. 3rd	King City, MO 64463	King City R-I	lar@jagtec.net
Rickert	Sandra	1001 Historic Route 66	Waynesville, MO 65583	Waynesville	srickert@waylnesville.k12.mo.us
Riehn	Bonnie	3361 Hwy O	Perryville, MO > 63775	Perryville	briebn@perryville.k12.mo.us
Riley	Sandra	4900 S. Lindbergh Blvd	St. Louis MO 63126	Lindbergh	sriley@lindberghschools.ws
Rodenbaugh	Aral Jo	58560 Mills Creek Rd.	Hannibal, MO 63401	RETIRED	None given
Ryder	Suzette	517 Van Horn Rd.	Holts Summit, MO. 65403	Jefferson City	suzyq82@mchsi.com
Sanders	Patti	400 Cedar Drive	Branson, MO 65616	Branson	ps@branson.k12.mo.us
Secoy	Naomi	2519 Burbeck Dr.	St. Louis, Mo. 63126-3299	Lindbergh	nsecoy@lindberghschools.us
Serrage	Christy	6006 Van Horn Tavern Rd.	columbia, MO 65202	Columbia	cserrage@columbia.k12.mo.us
Shelden	Tina	200 Fleetwood Drive	Waynesville, MO 65583	Waynesville	tshelden@waynesville.k12.mo.us
Shipley	Janet	4607 Poepping	St. Louis, MO 63123		
Sibley	Erylene	2150 Hwy 32	Halfway, MO 65663	Hjalfway R-III	esibley@halfwayschools.org
Smith	Gwen	404 Cedar Ridge Dr.	Branson, MO. 65616	Branson	gs@branson.k12.mo.us
Smith	Jan	702 N. Missouri	Macon, MO 63552	Macon Co R-1	macon@k12.mo.us
Smith	Luci	357 NW 600 Rd	Warrensburg, MO 64093	Warrensburg R-VI	smithfarms@kcweb.net
south	Marti	1508 State Rd. F	Waynesville, MO 65583	Waynesville	msouth@waynesville.k12.mo.us
Stamper	Ruth	2500 Hollyhock	Columbia, MO 35202	RETIRED	bzygrandma@aol.com
Stokes	Shelley	2000 N. Lyon	Springfield, MO. 65803	Springfield	sstokes@spsmail.org
Stephens	Lesley	102 Ridge Court	Waynesville, MO 65583		
Steele	Pam	21005 S. School Rd. /P.O. Box 366	Peculiar, MO 64078	Raymore-Peculiar	psteele@raypec.k12.mo.us
Teeter	Rustina	226 W. Santa Fe	Marceline, MO. 64658	Marceline R-V	rteeter@marceline.k12.mo.us
Tegerdine	Janet	319 W. Blvd. North	Columbia, Mo 65203	Columbia Public Schools	itegerdi@columbia.k12.mo.us
Terrill	Peggy	P.O. Box 15	Bland, MO 65014-0015	Maries Co. R-II	pterrill@maries2.org
Thiltgen	Brenda	200 Fleetwood Drive	Waynesville, MO 65583	Waynesville	bthiltgen@waynesville.k12.mo.us
Underwood	Lois	471 England Dr.	Festus, MO 63028	Jefferson College	lunderwo@jeffco.edu
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Wescoat	Adreanna	21005 S. School Rd	Peculiar, MO 64078	Raymore-Peculiar	awescoat@raypec.k12.mo.us
White	Dottie	700 W. Adams	Bowling Green, MO. 63334	Bowling Green	dwhite@bgschools.k12.mo.us
White	Jackie	6006 Van Horn Tavern Rd.	Columbia, MO. 65203	Columbia	jwhite@columbia.k12.mo.us
Williams	Debbie	646 S. Crader Ct	Springfield, MO 65802	Springfield	dwilliams@spsmail.org
Willis	Rosalee	P.O. Box 302 E. Polk St.	Hermitage, MO 65668	Hermitage R-IV	wrosalee@hotmail.com
Wilson	Phyllis	P. O. Box 130	Purdin, MO 64674	Linn County	pwilson@linnr1.k12.mo.us
Wilsono	Trish	2012 Kentucky	Poplar Bluff, MO 63901	Poplar Bluff R-I	twilson@pb.k12.mo.us
Yager	Barbara	4700 McMasters	Hannibal, MO 63401	Hannibal #60	byager@hannibal.k12.mo.us
Yoakum	Marilyn	302 W. St. Route A	Archie, MO 64725	Archie R-V	myoakum@archie.k12.mo.us

NEWS FROM PEERS... by M. Steve Yoakum, Executive Director

As we near the beginning of a new fiscal year, here are some important reminders for changes effective July 1, 2010:

The contribution rate for PEERS members will increase from 6.5% to 6.63%. This same amount is matched by the employer.

New regulations become effective which require a one — month separation from work in order to be eligible for retirement. For members retiring on or after July 1, 2010, termination of employment means that members must::

- End ALL employment with PEERS — covered employers
- Not be under contract for employment with any PEERS — covered employer, and
- Not volunteer or return to work for a PEERS — covered employer until at least one month has lapsed since their effective retirement date.

In addition, all PEERS retirees and employers will be required to maintain a written record of the dates and hours worked after retirement.

On the legislative front, as of the date of this writing, no legislation has passed which would have an impact on PEERS. Legislation (House Bill 2113) has been introduced which would place all new hires in a defined contribution plan instead of the current defined benefit plan. PSRS/PEERS, as well as all of the educational associations, testified in opposition to that legislation. To date, that legislation has not moved out of the House Retirement Committee.

At its' April meeting, the Board of Trustees re — elected Tina Zubeck (the PEERS representative on the Board) as Chair and elected Dr. Aaron Zalis as Vice Chair for the 2010 — 11 school year. The Board also set the interest to be credited to member accounts at 1% for June 30, 2010. Remember that the interest credited to member accounts has no effect on monthly benefit amounts. Because PEERS is a defined benefit plan, benefits are calculated using age, years of service and a formula factor.

Investment markets have continued to rebound so far this year. The investment return for PEERS fiscal year — to — date (July 1, 2009 through mid — April) was in excess of 20%. The professional Investment Staff at PSRS/PEERS will continue to focus on the principles that have served PSRS/PEERS well for the last several years: diversification, sufficient liquidity, risk management, transparency and purchasing relatively cheap assets for the investment portfolio. The Board and Staff firmly believe that this approach, regardless of the market environment, will allow the Systems to build an investment portfolio that should achieve at least an 8% rate of return over a long time horizon with acceptable levels of risk.

For more information on any of the topics discussed here, please visit the PEERS web site at www.psr-peers.org or call our office at 800 — 392 — 6848.



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MAEOP**McClintic and Hoffman elected to Public School and Education
Employee Retirement Systems of Missouri Board of Trustees**

JEFFERSON CITY, Mo. (May 11, 2010) – Susan McClintic and Jason Hoffman were elected to serve on the Public School and Education Employee Retirement System of Missouri (PSRS/PEERS) Board of Trustees. Both will serve four — year terms beginning July 1, 2010.

McClintic has 23 years of teaching experience and is currently a teacher in the Columbia School District. Susan is currently president of the local M — NEA Association and also serves on the Board of Directors of Susan G. Komen for the Cure.

Hoffman is currently the Chief Financial Officer for the Jefferson City School District. He has also served as Business Manager for the Hallsville R — IV and Centralia R — VI School Districts. Jason is also the Past President of the Missouri Association of School Business Officials.

“I believe that the experience and background of both Susan and Jason will make them valuable trustees,” says Steve Yoakum, PSRS/PEERS Executive Director. “We look forward to working with them to ensure that the retirement systems remain financially sound for future generations of teachers and school support personnel.”

For further information, contact:

Tara Hart
816 — 255 — 1960
thart@woodruffswitzer.com

MAEOP Fall Conference**October 28 — 30, 2010****Courtyard by Marriott Kansas City East****1500 NE Coronado Drive****Blue Springs, MO 64014****Room Rates: \$89 per room****For Reservations: (816) 228 — 8100**

60th Annual Spring Workshop
April 8 -10, 2010
Hannibal, Missouri

The 60th Annual Spring Workshop of the Missouri Association of Education Office Professionals (MAEOP) was held at the Quality Inn & Suites April 8 — 10, 2010.

There were 80 members registered for this event.

President Debbie Geib has chosen Back — 2 — Basics as her theme for 2009 — 10. The spring workshop was hosted by District 2; the Co — Chairs were Christy Serrage, Juliann Blaue and Debi Othic.

The executive board met Thursday evening.

Friday morning's sessions included Survivors – School Office – Anywhere, USA presented by Dr. Jill Janes, Superintendent Hannibal 60; New Laws and Policies that Affect Everyone led by Kyle Farmer, Director of School Law at Missouri School Boards Association. Brian Holland of SchoolDude.com presented a session on A Day in the Life of a Facility.

Past Presidents of MAEOP lunched at Fiddlesticks Restaurant prior to the opening session. President Geib called the meeting to order with the posting of colors led by Hannibal American Legion Post #55. Mr. Henry Sweets, Curator for Mark Twain Museum and Hannibal School Board President, shared information on Mark Twain and upcoming events at the museum.

Friday afternoon's sessions started with Kyle Farmer presenting Building Blocks of Every Office followed by Best Practices led by Lola Young and Sandy Lineberry. Lola presented portfolios to who shared a best practice that is used in their offices.

Friday night's banquet, hosted by the Columbia Association of Educational Office Professionals, was titled Spring Back — 2 — Basics. Becky Moses gave the Inspiration for the evening with entertainment provided by Covenant Vocal Ensemble from Hannibal LaGrange College. Members were asked to bring items to donate to the Back-Pack Program for the schools in Hannibal.

President Geib called the business meeting to order on Saturday, April 10, 2010. Reports were given by the executive board and appointed committee chairs. Information was shared about the upcoming NAEOP convention in Kansas City, July 5 — 9, 2010. Annette Miller and Iris Maxwell, Fall Conference chairs, shared information with the members about the next state meeting scheduled for October 28 — 30, 2010. The conference will be held at the Courtyard by Marriott Adams Pointe Conference Center in Blue Springs. Iris Maxwell, Independence, was chosen as the Missouri Office Professional of the Year and will be eligible to compete for the Olive T. Ritchie Office Professional of the Year award.

As there was no further business, President Geib adjourned the meeting.

Submitted by:

Pam Steele
MAEOP Reporter 2009 — 10



BackPack Program

Thank you to all who donated items to this worthy cause at our 2010 Spring Workshop in Hannibal.

Items collected were donated to the Stowell Elementary and Eugene Field schools in Hannibal for their Backpack Program.

Let's fight hunger and make sure no child goes hungry on our watch.

THANK YOU

Marcia Brinkley (left) and Dr Jill Janes, Superintendent of Hannibal Public School District. #60





Terry Blaue (left), Larry Geib (center), and Dale Deeker (right). Our unofficial members....

Pictures from the 2010 Spring Workshop in Hannibal, MO.

Lola Young (left), Sandy Lineberry (center), and Iris Maxwell (right)





Carol Bea Dye

Carol Bea Dye, 72 of Waynesville, MO, a former secretary at Waynesville High School, passed away the morning of Sunday, March 7, 2010 in the Dixon Nursing and Rehab of Dixon, MO.

Funeral services will be held at 11:00 A.M. Wednesday, March 10, 2010 in the Memorial Chapels of Waynesville/St. Robert. Graveside service will be held at 1:30 P.M. Wednesday, March 10, 2010 in the Laughlin Cemetery of Camdenton, MO. Arrangements are under the direction of Memorial Chapels and Crematory of Waynesville/St. Robert.

Visitation will be held from 4:00 – 7:00 P.M. Tuesday, March 9, 2010 in the Memorial Chapels and Crematory of Waynesville/St. Robert.

Mrs. Dye is survived by her children: Catherine Ann Stiga, Brenda Sue Dailey and Donald Eugene Brown, all of Waynesville, MO and Christina Lyn Hill of Killeen, TX; two brothers: twin Jerol Lee (Sandy) Laughlin of Camdenton, MO and Ralph Dale (Barbara) Laughlin of Waynesville, MO; seven grandchildren: Erin, Alysha, Timothy, twins Shannon and Shawn, Christopher, Amanda, and Jasmine; three great grandchildren; many nieces and nephews, great nieces and nephews, great-great nieces and nephews, other relatives and friends.

The family suggests memorial contributions be made in memory of Carol Dye to the Alzheimer's Association and may be left at Memorial Chapels and Crematory.

MAEOP

IMPORTANT DATES

July 5 — 9, 2010	2010 NAEOP Conference, Kansas City, MO
August 31, 2010	Deadline for September Missouri Educational Secretary newsletter
October 28 — 30, 2010	71st Annual Fall Conference, Blue Springs, MO
December 31, 2010	Deadline for January Missouri Educational Secretary newsletter



We want to hear from you!

Got news?

Let us know about the news and events happening in your district.

Email one of the board members or newsletter editor

Articles due August 30, 2010

Articles for the Missouri Educational Secretary due to Juliann Blaue at juliannblaue@yahoo.com

Need information about PSP Certification? Find out what you need to know by contacting Christy Serrage at:

CSerrage@columbia.k12.mo.us

"It is a thousand times better to have common sense without education than to have education without common sense." Robert G. Ingersoll

Our Mission

The purpose of MAEOP is to help each member become more proficient and effective in her/his position; to promote interest in the profession by encouraging participation in the professional activities of educational office personnel at all levels; and to give greater and more effective service to schools and communities.