

## Driven to Succeed



Danielle Kitchen  
UAEOP President

Mark Twain said, "The secret of getting ahead is getting started."

So, I have a question for you...What drives you? Some people are *driven* by hope, ambition, self-accomplishment, or desire to improve personally or professionally. Whatever drives you, you need to control it, harness it and use it the best you can to get closer to the *finish line*.

In life there are going to be times that go smoothly like on the straight away. Going as fast as you can, possibly drafting at times, and getting ahead of as many people as you can.



Other phases of your life you're going to crash into *things*...people, situations or problems. You're going to have to just keep pushing through the debris until you're cleared to go again.



Occasionally you'll need to make pit stops. These can be planned, but sometimes they are unexpected. You'll



survive! You'll re-fuel, change a few parts, get new tires and get back on the track again.

Finally, the almighty checkered flag! You can see it ahead of you, and you focus on it and it alone. You'll put out all stops to get there first. Energy and drive you didn't know you possessed will come to the surface and you'll do all you can to *win*.



Whatever it is that drives you, the UAEOP crew will get you on track to Succeed!

Thank you to everyone that organized and attended the UAEOP conference in St. George. It was a very successful weekend! Check out page 4 to either relive the weekend or see what you missed. Make plans to join us next March in Salt Lake.

### The Utah Association of Educational Office Professionals

#### Mission Statement

- Promote awareness of educational issues through information and education
- Promote opportunities for professional growth
- Gain recognition for the role of office professionals on the educational team
- Elevate standards of Utah educational office professionals

UAEOP is an affiliate of the National Association of Educational Office Professionals

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"Some people succeed because they are destined to,  
but most people succeed because they are determined to."

~Author Unknown

## UAEOP Executive Board Meeting



The UAEOP Board Meeting was held at the Lexington Hotel in St. George on March 9, 2012 prior to the annual conference. President Mary Meyers conducted her last board meeting as officers and committee chairmen gave their reports. New board members attended the meeting and shared with outgoing counterparts. Membership stands at 152 and the checking account balance is \$10,338.66 with conference expenses still to be paid.

Board meetings are open to all members. The next board meeting will be June 23, 2012. If you would like to attend, contact Danielle Kitchen at [dfkitchen@graniteschools.org](mailto:dfkitchen@graniteschools.org).

## UAEOP Elections

submitted by Danielle Kitchen, President

Together Everyone Achieves More (T.E.A.M.) and our association requires a team effort to be successful. The following individuals are the newly elected members of the UAEOP board. We are looking forward to working together to...

**Drive UAEOP to Success!**

**Recording Secretary - Paula Bosgieter, Executive Assistant, Ogden School District**

Paula has served in the Ogden School District for 25 years. From 1987-1997 she was the head secretary at Dee Elementary School, an inner-city, high-risk school with up to 700 students. For the past fifteen years, she has worked at the district office in the Curriculum and Elementary Education departments. She has served as president of the Ogden Secretaries Association, vice-president of the Ogden chapter of USEA, UAEOP Scholarship Chairman and USEA executive board Area II representative. She has four children and seven grandchildren. Her hobbies include golf, gardening, travel, and spending time with family.



**Treasurer – Jana Varney, Financial Secretary, Taylorsville High School, Granite School District**

Jana says, "I LOVE MY JOB...that is the honest truth! Working with students can be a challenge but oh so rewarding." Her career in Granite School District began in September of 1989, when her youngest daughter would not stay in school all day. She became a playground aide to keep the teacher sane and the rest is history. She has two beautiful daughters and two charming son-in-laws. They have given her six grandchildren - five baseball players and one princess. When she is not trying to be grandma of the year, she enjoys sewing, reading books and working in the yard. She is excited to be involved in UAEOP and can't wait to get busy!

**Mentor Team Leader – Shirley Ayrton, Director Secretary, Granite School District**

Currently, Shirley is the administrative assistant to the Director of Curriculum and Instruction in Granite School District. She has worked in that department for the past six years. She started her career in 1987 as a tracker for the Youth in Custody department in Granite District. In 1996, she started working for Jordan School District as a playground aide at Columbia Elementary, a teachers assistant at Columbia Elementary and Rose Creek Elementary, and an hourly secretary at Terra Linda Elementary. Shirley and her "wonderful husband" Paul have six children and six grandchildren...she LOVES being a Grandma! She enjoys traveling, Dunford chocolate donuts, good music, chick flicks, camping, reading and watching the sunrise and sunset. She is looking forward to serving on the UAEOP board and will do her best to support and assist other office professionals.

## NAEOP is Coming to Utah

Submitted by Sherry Wilson, CEOE, 2013 NAEOP Institute Co-Chair



UAEOP is pleased to announce that NAEOP has awarded us the opportunity to host a national Institute on October 11-13, 2013 at the Granite Education Center in Salt Lake City. The focus of the Institute will be on career and technology skills. Attendees will earn 15 hours of credit. Kathy Goodfellow and Sherry Wilson, CEOE, will serve as co-chairman.

Plans are in the very early stages but we will need lots of help from UAEOP members so mark these dates on your calendar now. More details will follow in future issues of *The BuzzLine* and on the UAEOP listserve or you can contact Kathy ([kgoodfellow@graniteschools.org](mailto:kgoodfellow@graniteschools.org)) or Sherry ([slwilson@graniteschools.org](mailto:slwilson@graniteschools.org)).

## NAEOP/Southwest Area News

submitted by Sherry Wilson, CEOE, NAEOP Liaison

The 2012-2013 NAEOP board members have been announced. They will be installed at the annual conference in July. Utah's own Mary Meyers will continue to serve as the Elementary Council Chairman.



### NAEOP Board

President - Lola Young, CEOE (NE)  
 President Elect - Cathy Eberle (NY)  
 Vice President - Elizabeth "Betty" Napolitano, CEOE (CT)  
 Secretary/Treasurer - Theresa Cote, CEOE (KS)  
 Immediate Past President - Allie Faye Matthews, CEOE (AZ)

### Area Directors (2 year term)

Central - Lisa Morehouse, CEOE (NE)  
 Mid-Atlantic - Christine Whitmire, CEOE (SC)  
 North Central - Lori Schumann, CEOE (MN)  
 Northeast - Wendy Heslink, CEOE (NY)  
 Northwest - Susan Belliston, CEOE (ID)  
 South Central - MaryAnn Hollingsworth, CEOE (TX)  
 Southeast - Patricia Stelmach, CEOE (KY)  
 Southwest - Sherry Hubbard, CEOE (AZ)

## California...Here We Come

Final plans are in the works for those from Utah attending and helping at this summer's NAEOP Annual Conference. There are a couple of ways you can help even if you aren't able to attend:

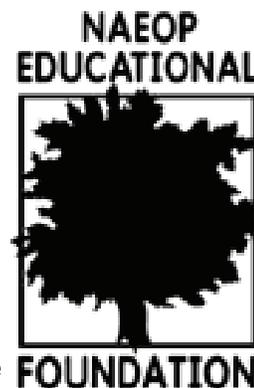
- ◆ Donate new pajamas (all sizes, male or female) or toiletries for the Jenesse Center. This Los Angeles Center provides support services to families that insure a transition from immediate crisis to stability and self-sufficiency.
- ◆ Donate change (or green money) for the Area Challenge. The area that brings in the most donations will receive half of the total proceeds collected from all areas. (So far we collected \$81.77 at the UAEOP conference).

Contact Pat Thompson (thompson644@msn.com) or Sherry Wilson (slwilson@graniteschools.org) if you wish to donate.

## The NAEOP Educational Foundation at Work for You

Submitted by Patricia Thompson, Educational Foundation, Inc. Trustee

Have you ever wondered what the NAEOP Educational Foundation is and just exactly what it does? Well, you're not alone. The Foundation was formed in July 1984 by the general membership during the 50<sup>th</sup> anniversary annual meeting and has been in operation ever since. The mission and purpose of the Foundation includes enhancing the educational growth of NAEOP members by creating and promoting personal development opportunities through various means, endowing educational scholarships, and providing support for the home office of the Foundation and the Association. The strategies used to attain the goals utilize fund-raising campaigns, marketing educational services, seeking additional sources of unrestricted revenue, and maintaining the national office and developing building improvements. The Foundation oversees the following funds:



Friends of the Foundation	Louise Henderson Nelson Building Fund
Educational Fund	Lois E. Lillie and Francis "Jackie" Evans Retired Professionals Funds
Educational Endowment	Mona Smith Member Dependent Scholarship
Marion T. Wood Endowment	Marion T. Wood Member Scholarship Fund
Disaster Relief Fund	Paving the Way Memorial Garden

One of the goals of the Foundation Board of Trustees is to expand the lines of communication between the NAEOP membership and the Foundation. One of the greatest assets of the NAEOP members is their willingness to give their time and services to promote the organization. For several years, the Foundation has had State Liaison Representatives, but now more than ever, it would be beneficial to enlarge the liaison base to include local and/or member representatives. As more members become knowledgeable about the purpose of the Foundation and how it serves as a viable part of NAEOP, the more those same members can share that information with others. Those desiring to serve as liaison representatives will be the PR connection to impart information about the Foundation to their state and local organizations and become part of a pool of applicants whereby persons can be selected to serve on the Foundation Board when vacancies occur. The Foundation Board of Trustees is currently engaged in identifying liaisons from each state and local affiliate and making a concerted effort to have all geographic regions represented.

# UAEOP Conference Report

submitted by Sherry Wilson, CEOE

UAEOP President Mary Meyers welcomed 72 office professionals to sunny, warm St. George at the start of the annual UAEOP conference on Saturday, March 10th. She also thanked everyone for their support of her personally and of UAEOP the last four years. The flag ceremony was conducted by Dixie High JROTC and the inspiration was sung beautifully by Marie Orton.



*"First time attendee and my space ship is filled and ready to return home to share with my planet".*

A warm welcome was given to us by Mayor Pro tem, Gail Bunker, who quoted "famous philosopher, Kim Kardashian" in talking about 150 year old St. George saying "you just can't get too much of a good thing." Greetings were also brought by Paula Bosgieter, representing USEA who generously donates funds to our conference each year; Allie Faye Matthews, CEOE, NAEOP President, who shared Joseph Mazzella's words that life is an opportunity and "the work of our souls"; and from Pat Thompson representing the NAEOP Foundation Board, who explained about the foundation and talked about the NAEOP conference in July.



During UAEOP Business, Mary presented Allie Faye with an honorary UAEOP membership and Vice President Vickie Coon called the roll. She recognized the 26 first time conference attendees and encouraged all of us to spread the word about UAEOP to the rest of the state.

Keynote speaker, former Governor Olene Walker, shared her philosophy that our attitude should be "what can I accomplish today and how can I make it better for others?" She said "technology had come so far in her lifetime but it isn't how good or smart we are with technology, although it's important, it's about caring and love and the great value we give to the kids in our state". She added that the profession we've chosen really meets the needs of other individuals.

Governor Walker also expressed her concern that Utah is the only state that uses income tax to fund education and that our spending has dropped dramatically. She says "education is vitally important and if we want to have a strong state, we need to have a stronger commitment".



Governor Walker said there are many ways to make a difference. "It's not necessary to have power, money or fame but to have a great many people who love and respect you is a great way to live." She encouraged us to get involved in the political arena – to attend caucus meetings, study candidates, encourage women, become a

delegate or run for office. The best advice she received when entering the Legislature was "your first year, don't talk very much, just listen & get to know the budget".



Attendees had four workshops to choose from on topics ranging from customer service, grammar, PSP, prioritizing & organizing, and safety & security.

During lunch, Paula Bosgieter honored the student scholar who was unable to attend due to prior commitments. Charlotte Graham, along with Arlene Brewer and Colleen Boggess and Krystine Hancock, introduced the award winners. Dr. Bruce Penland, Administrator of the Year, shared excellence and attitude quotes and said "let's scheme to do something good as we're all in this together". Colleen & Krystine

roasted and toasted Linda Oaks, Office Professional of the Year, and said she "conducts herself with honest professionalism and caring". Midge Treglown spoke about PSP and encouraged everyone to participate in the program. Allie Faye Matthews conducted the "Driven to Succeed" installation of the 2012-13 officers and committee chairs complete with sound effects from Bluff Street. Mary Meyers presented the gavel to Danielle Kitchen who asked us to consider "what drives you?" and asked "how will we get started?"

*"What an amazing weekend. I'm leaving with lots of new information & insight – very motivating!"*

During the group workshop we learned to communicate outside the universe and build our "take me to your leadership" skills by building and selling spaceships.



Sunday dawned bright and early with the time change to a wonderful presentation on success by Allie Faye Matthews. Many thanks go to the UAEOP board and all the attendees for an outstanding conference. Next year's conference location and date will be announced soon.





Some lucky people “Beamed Up a Basket” when they won the baskets and the 50/50. Thanks to all those who brought a basket or contributed to our fundraising efforts.

Basket Winners: Canyons - Allie Faye Matthews, NAEOP; Ogden - Patsy Nielson, CUES; Wasatch - Charlotte Graham, Canyons; Granite - DoriLynn Roberts, Canyons; Washington - Marie Orton, Granite; Garfield - Jan Richardson, Granite; Jordan - Carol Ericson, Retired; Past Presidents - Diane Bybee, CUES.

50/50 Winner: Dixie Sperry, Retired.

Service Project – Thanks to your generous support we were able to collect \$214 plus a couple boxes of STEM books for North Elementary in Cedar City. Everyone that participated had their name entered to win a prize. The winner was Marlene Wilson.

## UAEOP Office Professional & Administrator of the Year

submitted by Charlotte Graham, Awards Chairman



**Linda Oaks** has been selected as the Office Professional of the Year. Linda is a secretary at East Sandy Elementary in the Canyons School District. She has worked for East Sandy for the last 22 years and has given limitless hours of volunteer service. She has been a member of UAEOP for six years. Linda has excellent public relation skills and works well with all of the parents, students and staff.

**Dr. Bruce Penland** has been named Administrator of the Year. While in the field of education for over 35 years, Bruce has been a high school teacher, Adjunct Professor of Child Psychology at the University of Alabama and University of Maine, high school principal in three different high schools and district level positions in Ogden, Caribou, Maine and Fairfax County, Virginia. Beyond the customary responsibilities of supervising/managing a range of district -level departments, Bruce is also currently involved in a couple of additional professional projects.



**Congratulations Linda & Bruce!**

## Judy Anderson Student Scholar

submitted by Paula Bosgieter, Scholarship Chairman



Casey Stewart is the recipient of the 2012 Judy Anderson Student Scholarship. Casey is a senior at Snow Canyon High School in Santa Clara, where he is involved in many school activities including National Honor Society, Swim Team, Golf Team, and Tennis Team.

Casey is an outstanding student at Snow Canyon High School. He is an intelligent, studious, and motivated student. Casey is a quiet and unassuming leader. He is the president of the National Honors Society and has been instrumental in overseeing numerous service projects with phenomenal results.

Casey is interested in pursuing a career in accounting. He states, “Accounting, along with many other office jobs, is a very stable job with high demand almost anywhere. There will always be a need for accountants. Job security is one of the biggest values I considered when choosing a career goal.”

**Congratulations Casey!**

## Save the Date & Deadlines:

April 25, 2012	Administrative Professionals Day
May 15, 2012	PSP Filing Date
May 20-26, 2012	National Educational Bosses Week
June 1, 2012	BuzzLine, Summer Issue Articles Due
June 23, 2012	UAEOP Board Meeting, Riverton, UT
July 9-13, 2012	NAEOP 78 <sup>th</sup> Annual Conference & Institute, Costa Mesa, California
October 6, 2012	UAEOP Board Meeting, Ogden, UT
January 26, 2013	UAEOP Board Meeting, Sandy, UT
March, 2013	UAEOP Board Meeting, Salt Lake City, UT
March, 2013	UAEOP Annual Conference, Salt Lake City
July 21-25, 2013	NAEOP 79 <sup>th</sup> Annual Conference & Institute, Alexandria, Virginia
Oct 11-13, 2013	NAEOP Institute, Salt Lake City, Utah

## Reminder:

UAEOP has an e-group list. If you are a member of UAEOP and would like feedback from other office professionals regarding a certain topic, please use this list. The email address is [uaeop@ls.graniteschools.org](mailto:uaeop@ls.graniteschools.org). If you experience problems accessing the list, contact Sherry Wilson at [slwilson@graniteschools.org](mailto:slwilson@graniteschools.org).



### **Moving? Retired? New e-mail?**

If so, notify us of your new address so you don't miss any UAEOP information.

Contact Vicki Coon at [vicki.coon@canyondistrict.org](mailto:vicki.coon@canyondistrict.org).

## Administrative Professional Day - April 25, 2012



The theme for the 2012 Administrative Professionals Day® is: "Admins, the pulse of the office." Administrative Professionals Day will mark its 60th anniversary on April 25, 2012. Over those decades, the job of an administrative professional has changed dramatically thanks to new tools, techniques and seismic shifts in the economy and culture itself. But admins have remained the steady center of efficiency through it all, helping ensure that jobs get done right, on time and under budget. Admins are one of the engines of business, particularly in a complex economy. In a world that demands the accurate and speedy movement of digital information, admins are masters of data. And they do this while maintaining their more traditional role as the gatekeepers for many customers, clients and employees. Quite simply, admins are the pulse of the office.

Today, there are more than 4.1 million secretaries and administrative assistants working in the United States, and 8.9 million people working in various administrative support roles. (U.S. Dept. of Labor) 362,000 administrative assistant and secretarial positions will be added in the U.S. between 2008 and 2018, representing growth of 8.5 percent. More than 82,000 office supervisor positions will be added. (U.S. Dept. of Labor)

Administrative professionals have an impact on nearly every facet of the world's modern economy. A wide range of industries were represented in IAAP's most recent skills benchmarking survey. The top three, representing 39 percent of the total, are "education/training," "government" and "healthcare." The top 10 were filled out by "Manufacturing," "non-profit," "finance/banking," "insurance," "utilities," "engineering/architecture" and "technology." The remainder were distributed across 15 other choices. Nearly half of all administrative professionals work for national or international companies. The rest work for local, state or regional employers. Almost 60 percent of all admins work for companies with 1,000 or more employees.

Typical duties of today's administrative professionals include:

- |  |   |
|--|---|
| Prepare documents, correspondence and presentations          | Produce spreadsheet reports                 |
| Coordinate multiple schedules and calendars                  | Plan meetings and special events            |
| Maintain computer files, directories and databases           | Participate on, or even lead, project teams |
| Purchase office equipment and supplies and work with vendors | Conduct Internet research                   |
| Train managers and co-workers on latest software             | Interview, orient and supervise other staff |
| Manage social networks and other websites                    | Integrate new office tools                  |

IAAP is the sole sponsor of Administrative Professionals Week® April 24-30, 2011 and Administrative Professionals Day® on Wednesday, April 27 (formerly called Professional Secretaries Week® and Professional Secretaries Day®). Further information, including history and a facts sheet on APW, is available from the IAAP Web site at: [www.iaap-hq.org/events/apw](http://www.iaap-hq.org/events/apw).

### 2012 IS ELECTION YEAR!

**PRIMARY ELECTION - JUNE 26, 2012**  
(MUST BE A REGISTERED REPUBLICAN TO VOTE IN REPUBLICAN PRIMARY)

**VOTER REGISTRATION DEADLINES:**  
BY MAIL - MAY 29  
IN-OFFICE/ONLINE REGISTRATION - JUNE 11  
EARLY VOTING PERIOD - JUNE 12 THRU JUNE 22

**GENERAL ELECTION - NOVEMBER 6, 2012**

**VOTER REGISTRATION DEADLINES:**  
BY MAIL - OCTOBER 9  
IN OFFICE/ONLINE REGISTRATION - OCTOBER 22  
EARLY VOTING PERIOD - OCTOBER 23 THRU NOVEMBER 2

### ARE YOU READY TO VOTE?

REGISTER TO VOTE & FIND YOUR POLLING STATION AT:  
<http://vote.utah.gov/register-to-vote/online>

Thanks to Dawn Hauser, Granite School District Curriculum Department, for this information. We'll feature other civic related articles by Dawn in the next two issues of *The BuzzLine*.

# Happy Birthday to You!



**Arlene Fors - May 2**  
Granite School District  
**Mardi Reber - May 2**  
Jordan School District  
**Krystine Hancock - May 4**  
Canyons School District  
**Joyce Bullock - May 9**  
Jordan School District  
**Sheri Isom - May 9**  
Iron School District  
**Dawnette Dial - May 15**  
Granite School District  
**Lynda Phillips - May 15**  
Canyons School District

**DoriLynn Roberts - May 16**  
Canyons School District  
**Darlene Olsen - May 21**  
Canyons School District  
**Jackie Bradshaw - May 24**  
Granite School District  
**Colleen Lynch - May 24**  
Granite School District  
**Joan Harry - May 31**  
Jordan School District  
**Kim Oliver - May 31**  
Jordan School District  
**Carol Ericson - June 2**  
Retired  
**Danielle Kitchen - June 2**  
Granite School District  
**Kellie Davis - June 5**  
Jordan School District  
**Linda Oaks - June 14**  
Canyons School District  
**Helen Corkran - June 16**  
Park City School District  
**Janene Nelson - June 16**  
Canyons School District

**Dorothy McConkie - June 20**  
Uintah School District  
**Lucinda Josie - July 1**  
Garfield School District  
**Melissa Bowdren - July 3**  
Jordan School District  
**Patricia Thompson - July 11**  
Retired  
**Andrea VanHazelen - July 12**  
Canyons School District  
**Angela Montague - July 13**  
Jordan School District  
**Lorie Pearce - July 21**  
Park City School District  
**Lori Waltman - July 22**  
Granite School District  
**Debi Tuttle - July 23**  
Canyons School District  
**Susan Strebel - July 26**  
Jordan School District  
**Charlotte Graham - August 10**  
Canyons School District  
**Karen Allen - August 14**  
Jordan School District

**Karla Allen - August 14**  
Rich School District  
**Nadine Troxel - August 14**  
Jordan School District  
**Linda Wilcox - August 16**  
Jordan School District  
**Shelly Axtell - August 18**  
Jordan School District  
**Cyndi Pellegrino - August 19**  
Jordan School District  
**Carolyn Simons - August 26**  
Granite School District  
**Shirley Ayrton - August 27**  
Granite School District  
**Jana Varney - August 27**  
Granite School District  
**Ann Yardley - August 27**  
Wasatch School District  
**Gay Lynn Osness - August 30**  
Granite School District

# Welcome New Members!

**Melissa Bowdren**, Jordan School District  
**Vicki Burrow**, Granite School District  
**Helen Corkran**, Park City School District  
**Jessica Deneault**, Granite School District  
**Dawnette Dial**, Granite School District  
**Kristy Johnson**, Jordan School District  
**Angela Montague**, Jordan School District

**Brenda Moser**, Granite School District  
**Kim Oliver**, Jordan School District  
**Cyndi Pellegrino**, Jordan School District  
**Andrea VanHazelen**, Canyons School District  
**Lori Waltman**, Granite School District  
**Cindy Wood**, Jordan School District  
**Natalie Yates**, Granite School District



## Membership Application

Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Birthday (Month/Date) \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School/Office \_\_\_\_\_ District \_\_\_\_\_ Phone \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_

PSP Certificate (circle one) Yes No Level \_\_\_\_\_ NAEOP Member (circle one) Yes No

Would you be willing to serve on a committee? (circle one) Yes No If yes, which committee \_\_\_\_\_

Circle one: Elementary Secondary Administration/District Office Higher Ed Other

**Type of Membership:**

New  Renew   
Active  Retired

**Annual Dues: \$15 Active Association Member ~ \$5 Retired**

**Make check payable to: UAEOP**  
**Send to: Vicki Coon, UAEOP Vice President**  
**Canyons School District, 9150 South 500 West, Sandy, UT 84070**

## 2012-2013 UAEOP Board



### Committee Assignments

**Awards - Charlotte Graham**  
charlotte.graham@canyonsdistrict.org

**Bylaws - Diane Bybee**  
diane.bybee@cues.k12.ut.us

**Continuing Education - TBD**

**Historian - Annette Hancock**  
hancocka@ogdensd.org

**Legislative - Midge Treglown, CEOE**  
mctreglown@graniteschools.org

**Marketing/Corp Sponsorship -  
Patricia Thompson**  
thompson644@msn.com

**Membership - Vicki Coon**  
**NAEOP 2013 Institutue -  
Kathy Goodfellow**  
kgoodfellow@graniteschools.org

**Sherry Wilson, CEOE**  
slwilson@graniteschools.org

**NAEOP Liaison - Mary Meyers**

**NAEOP Foundation Liaison -  
Sherry Wilson, CEOE**

**PSP - Marlene Wilson, CEOE**  
mwilson@richschools.org

**Public Relations -**

**Sherry Wilson, CEOE**

**Scholarships - Lucinda Josie**  
lucinda.josie@garfk12.org

**Ways & Means - Jana Varney**

**Website - Polly Alles**  
polly.alles@canyonsdistrict.org

### Region Representatives

**Karla Allen, Region I Chair**  
kallen@richschool.org

**Arlene Brewer, Region II Chair**  
brewera@ogdensd.org

**Shirley Ayrton, Region III Co-Chair**  
smayrton@graniteschools.org

**Stacey Banks, Region III Co-Chair**  
stacey.banks@canyonsdistrict.org

**Dixie Sperry, CEOE, Region IV Chair**  
dixiesper2@yahoo.com

**Patsy Nielson, Region VIII Chair**  
patsy.nielson@cues.k12.ut.us

**Lyla Tuttle, Region X Chair**

**Lucinda Josie, Region XI Chair**

### Past Presidents' Advisory

**Mary Meyers**

**Patricia Thompson**

**JoAnn Monroe**

**Sherry Wilson, CEOE**

**Patti Sanchez**

**Sue Cook**

**Beverly Vowell, CEOE**

**Midge Treglown, CEOE**

**Judy Anderson, CEOE**

**Dixie Sperry, CEOE**

**President - Danielle Kitchen**

home: 801-446-8239

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dfkitchen@graniteschools.org

**Vice President - Vicki Coon**

vicki.coon@canyonsdistrict.org

**Treasurer - Jana Varvey**

jvarney@graniteschools.org

**Secretary - Paula Bosgieter**

bosgieterp@ogdensd.org

**Mentor Team - Shirley Ayrton**

smayrton@graniteschools.org

**Mentor Team - Lyla Tuttle**

ltuttle@hmsk12.org

**Ex-officio - Mary Meyers**

mcmeyers@graniteschools.org

The Buzz Line is the official newsletter of the Utah Association of Educational Office Professionals (UAEOP) and is published on a quarterly basis. We urge our readers and UAEOP members to contribute to our publication by sending us your comments, letters, information about your local and regional activities, or any articles you feel would be beneficial for Utah educational office employees. Send contributing materials to: Sherry Wilson, slwilson@graniteschools.org

We reserve the right to accept, edit or reject any contributing materials.

Editor: Sherry Wilson; Graphic Artist: Danielle Kitchen

*Thought of the Month:*

*"The greater danger for most of us is not that our aim is too high and we miss it, but that it is too low and we hit it." ~ Michelangelo Buonarroti*

