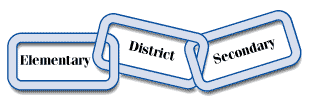
The Link

GAEOP

**Volume 4, Issue 7**



Teresa’s Tidbits

Another year of school is almost complete, but don’t forget….we have one last event to finish it off. June 12th is our annual GAEOP Professional Development Day!

Pre-registration will begin at 7:00 am along with a continental breakfast by Granite Credit Union. This year we will be collecting canned food for the Utah Food Bank. If you donate 5 or more items, you will receive a ticket for a drawing to be held at the end of the day. Show your support to help fight hunger. Drop off your donations between 7:00 and 8:00 am at one of the trucks parked in the 5-story roundabout. Parking is available for the day on the North West side of the Granite Education Center - 2500 South State St.

The month of June is our membership drive. If you pay your GAEOP dues during PDD registration or lunch, you will receive a ticket for a drawing. GAEOP membership dues are $15.00 for the year. You can pay your dues with payroll deduction (that will come out in August or September), cash, or check. The first two people that sign up as a new member of GAEOP will receive a special “Welcome to GAEOP” gift.

We will have several baskets this year. For every candy purchase of a $1.00 (1 ticket) or $ 5.00 (6 tickets) you will receive a chance to win a basket of your choice. The baskets this year include the following: Bees Baseball game night out, Real Soccer game night out, Date Night/Dinner & a movie, 2 Framed Al Rounds prints, Photo session by Amy Nicole Photography, and an Elase Day Spa Gift Certificate. We also have our 50/50 drawing where half of the money donated goes toward the Winona Fullmer Office Professional Scholarship fund and the other half goes to the lucky ticket holder. During lunch we will have giveaways for the most spirit shown in competitions & attire, so dress up in your favorite team outfit to show your spirit. At the end of the day we will give out the awards for the Spirit posters and other fun prizes, including the baskets. In addition to all this, our classes this year will definitely be something to cheer about. I look forward to seeing you there.

I’ve had the opportunity to be the PDD Committee Chair for the past several years, and I have had such a great time and have worked with some very talented people. I have also gained some great friendships. As I prepare to serve as President-Elect for GAEOP, it is with mixed emotion that I step aside as PDD chair after this year and hand over the reins to someone else. I am excited for the new opportunity ahead and look forward to working with you in the coming years.

GO TEAM.....Together Everyone Achieves More!

Teresa Himmelberger

GAEOP PDD Chair

**Newsletter of the**

**May 2013**

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**Granite Association of Educational Office Professionals**

The purpose of the Granite Association of Educational Office Professionals shall

be to provide personal and professional growth, leadership, and service opportunities to all educational office

professionals; to provide quality training; to

provide continuous study of the challenges facing educational office professionals; to recognize achievements; and to foster good fellowship.

Inside this Issue:

1. Teresa’s Tidbits
2. Getting to know you
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Healthy Living

Amy’s Ramblings

1. Calendar

NAEOP Conference

Happy Birthday

1. PDD Posters

Food Drive

1. GAEOP Board



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**Getting to know our GAEOP Board...**

Karen Phillips:

* Married to Gene for 42 years
* Mother to two daughters and three sons and Grammie to 14 Sweeties.  We have a lot of fun and giggles when we get together.
* Started out as a playground aide at Bennion Elementary almost 30 years ago and have had the opportunity to work in several schools as well as the District Office in various positions.  I am currently the Receptionist at the District Office working in Human Resources.  I love this job and the people I work with every day.
* I enjoy buying gifts for people, eating out, going to San Diego, being with my family, and hugging grandchildren.
* My mantra in life is **“Enjoy the Journey”** and that is what I try to do.  (some days that can be a challenge)
* I have served on the GAEOP Board for several years which has given me the opportunity to rub shoulders with wonderful people who I admire as well as cherish those friendships.
* I hope all of you “Enjoy your Journey” whatever that might be.

Karen Phillips

Ways and Means

Hi, I am Amy Torres I am your Link Editor for GAEOP. I have served with the GAEOP for about 4 years now. I have really enjoyed working with this organization; I have met so many of you and have made many wonderful friends while working with GAEOP. I started out with GSD in Human Resources as an hourly employee. After a few months I moved over to the Benefits Office. After my first year I was able to move back across the hall to Human Resource at the front desk. Whether it was talking to you on the phone about hire packet issues or scanning your fingerprints, this position was a great opportunity to meet so many people throughout the district. From the district office I made my way over to Kearns Jr. High where I have been the finance secretary for the last two years. I love being here. There is never a dull moment when you are working with teenagers and I love it.

I have been married to my husband Manny for almost 12 years. We have 2 children, Tyson who is 10, and Nichole 7. They are full of energy and keep us very busy, but I wouldn’t trade a minute of it (most days). I love sports, especially University of Utah football. Football season at our house is full of daily practices, games and cheering for our UTES! Just because I was bored and didn’t have enough going I also started my own photography company about 3 years ago. I love taking pictures and find so much joy in catching those special moments in people lives.

I have enjoyed my time here at Granite and hope to have many more enjoyable years!



Amy Torres

Kearns Jr. High   
Finance Secretary





Karen Phillips

Human Resources



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We are all gearing towards ending another school year where many have had to stretch themselves in order to achieve goals and expectations. Here we have had to learn new procedures, software, information gathering, new faces with names attached, parental complaints, lost documents, and new co-workers all in a short span of time. Of course I am sure that you are able to fill in blanks where I have missed a few as well as calendaring meetings or dates missed, how about correct information on your schools web page. These all take our time, energy and resources to complete.

Can we look toward ending this year with thoughts about our individual ‘school/work place’ communities and the harmony within. As I look at myself and wonder if I am working in harmony with those around me and maybe those that come into the office area. Can we remember to do some of these simple tasks: 1) start with a clean slate each and every day; 2) be mindful of the simple words or phrases such as ‘thank you’ or ‘please’; 3) smile when you answer the phone so that others can hear it; and 4) be willing to acknowledge the good things that happen within your own community and share them.

As we build upon these small and simple tasks, our communities and the harmony in which we foster will grow. This will make our goals and expectations become lighter, foster caring and sharing, but most of all I believe that this will make and keep us prepared for the next school year.

Colleen Lynch

Benefits Office



**Berry Good News for your Heart**

Stirring a few blueberries or strawberries into your Greek yogurt three times a week could lower your risk of a heart attack by about a third, finds a new study from the Harvard School of Public Health. To put that in perspective: For safeguarding your heart, eating berries is as effective as becoming a vegetarian.

Researchers who tracked the diets of 93,600 women found that those who ate more than three servings of strawberries and blueberries per week were 32% less likely to have a heart attack during the 18-year study—even those with a history of high blood pressure.

The source of berry power: anthocyanin’s, flavonoids that give the fruits their bright colors. "They seem to make arteries and blood vessels more flexible, which lowers blood pressure," says study coauthor Eric Rimm, ScD. Aim for three 1/2-cup servings of fresh or frozen berries weekly.

Read more: <http://www.prevention.com/health/health-concerns/berries-shown-lower-risk-heart-attack#ixzz2SiKcMGgP>

Leanne Helbling

Crestview Elem



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**Amy’s Ramblings…**

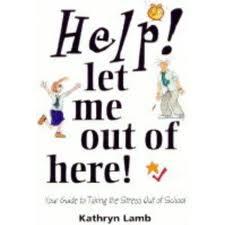
Spring Fever…have you caught the bug? Many of us would agree with T.S. Eliot that April – May, that long

stretch of school between spring break and summer are indeed the cruelest months. It is no surprise to

any of us that truancy rates rise, restless behavior increases in the classrooms, and we become increasingly distracted in distracted in our meetings, with our desires to be outside. So what are we supposed to do about it?

Here are some cures I have found to help us as the temperature increases.

Most important have fun. We all have a lot going on as the school year comes to a close, try not to get to overwhelmed and take time to enjoy this wonderful time of year!



* Spring clean your workspace…a clean workspace increases productivity
* Try something new…get out enjoy yourself, do something you have always wanted to try.
* Get out…into the sunshine and get some much needed Vitamin D
* Check your work habits. Spring is a great time to reevaluate what isn’t working
* Give yourself permission to take a break!
* Bring the outside in…open the windows! Fresh air does wonders!

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**Mark Your Calendars...**

5/1 May Day

5/5 Cinco de Mayo

5/6-5/10 Teacher Appreciation

5/12 Mother’s Day

5/18 Armed Forces Day

5/27 Memorial Day

Upcoming Events:

6/6 Last Day of School

6/12 GAEOP Professional Development Day



The Utah Association of Educational Office Professionals is proud to host the Fall 2013 NAEOP Institute. The Institute will be held October 11-13, 2013, in Salt Lake City, Utah. This Institute will provide 15 hours of PSP credit.

This is a great opportunity to fire up your professional toolbox, avoid burnout and network with other office pros from around the country. We’ve arranged great classes – Communication; Ethics; Writing, Grammar & Proofreading; Resumes & Interviews; Secrets of Happiness at Work, and in-depth technology topics.

Detailed registration can be found at [www.naeop.org](http://www.naeop.org) or you can contact one of the chairmen.

We’re looking forward to discovering if your “coals are smoldering” or if your “flames are hot and high”! If you have any questions, please contact Institute co-chairs:

Sherry Wilson, CEOE ([slwilson@graniteschools.org](mailto:slwilson@graniteschools.org); 385.646.4302)

Kathy Goodfellow ([kgoodfellow@graniteschools.org](mailto:kgoodfellow@graniteschools.org); 385.646.4523)



5/21 Cris Brimley Churchill Jr.

5/24 Jackie Bradshaw Custodial Services

5/24 Colleen Lynch Benefits

5/25 Sally Breinholt Granite Peaks

5/27 Sherri Duckworth Cottonwood High

5/2 Arlene Fors Food Services

5/4 Gaye Foster Kennedy Jr.

5/5 Diane Fowler Bonneville Jr.

5/6 Merilynn Boekweg Business Admin.

5/17 Carla Dalton Vista Elem.

Happy Birthday to you!

GAEOP Members

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Prizes for:

1. Best Design

2. Most Creative

3. Most Spirit

Posters should include:

School or Department Name

Mascot

Moto or Slogan

Please bring to Amy Torres at Kearns Jr. High or Teresa Himmelberger in Payroll by June 3rd

By May 31st



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| **Next Article Deadline:**  **May**  **25th**  “The Link” is published 10 times per year for approximately 500 secretaries of Granite School District.  Contributing materials are welcome and  Should be sent to  the editor via email at:  [antorres@graniteschools.org](mailto:antorres@graniteschools.org)  We reserve the right to accept, edit, or reject any material submitted. The deadline for contributing materials is  the 25th of each month.  Thanks so much for your interest and suggestions.  Amy Torres, Editor  Kearns Jr. High  385-646-3501  **GAEOP is an affiliate of the National Association of Educational Office Professionals.**  **GRANITE SCHOOL DISTRICT**  2500 So. State Street  Salt Lake City, UT 84115  Get into the  Swing of things,  Be a part of Something!  2012-2013 |  | Granite Association of Office Professionals |
|  | **2012-2013 GAEOP Board and Board Assignments**  **President , Vickie Burrow Administrative Board Member,**  Eastwood Elementary **Colleen Lynch**  385-646-4816 Human Resources, Benefits [vlburrow@graniteschools.org](mailto:vlburrow@graniteschools.org) 385-646-4528  [ctlynch@graniteschools.org](mailto:ctlynch@graniteschools.org)  **Vice President, Jan Richardson**  Truman Elementary **Executive Board Member,**  385-646-5044 **Merilynn Boekweg**  [jerichardson@graniteschools.org](mailto:jerichardson@graniteschools.org) Business Administration  385-646-4594  **Secretary, Carolyn Simons** [msboekweg@graniteschools.org](mailto:msboekweg@graniteschools.org)  Cyprus High  385-646-6220 **PSP/GCOP, Gay Lynn Osness**  [casimons@graniteschools.org](mailto:casimons@graniteschools.org) Bennion Jr. High  385-646-5114  **Treasurer, Teresa Himmelberger** [glosness@graniteschools.org](mailto:glosness@graniteschools.org)  Payroll  385-646-4311 **Publications, Amy Torres**  [tdhimmelberger@graniteschools.org](mailto:tdhimmelberger@graniteschools.org) Kearns Jr. High  385-646-3501  **Historian, Natalie Yates** [antorres@graniteschools.org](mailto:antorres@graniteschools.org)  Bonneville Jr. High  385-646-3100 **Ways and Means, Karen Phillips**  [nyates@graniteschools.org](mailto:nyates@graniteschools.org) Human Resources  385-646-4516  **Membership, Kari Parry** [ksphillips@graniteschools.org](mailto:ksphillips@graniteschools.org)  Taylorsville High  385-646-6903  [kmparry@graniteschools.org](mailto:kmparry@graniteschools.org) **Advisory Committee**  Dr. David Gourley,  **Elementary Board Member, East** Asst. Superintendent, D.O.  **Leanne Helbling** Donnette McNeill-Waters,  Crestview Elementary Director, D.O., H.R.  385-646-4804 Dave Rettie,  [ldhelbling@graniteschools.org](mailto:ldhelbling@graniteschools.org) Assoc. Director, D.O., H.R.  Launa Harvey,  **Elementary Board Member, West** Director, School Accountability Services, D.O.  **Stefanie Meier** GayLynn Osness, Bennion Jr. High  Plymouth Elementary Vickie Burrow, Eastwood Elem.  385-646-4978 Carolyn Simons, Cyprus High  [sxmeier@graniteschools.org](mailto:sxmeier@graniteschools.org) Danielle Kitchen, School Services  Jan Richardson, Truman Elem.  **Junior High Board Member**  **Deann Jensen**  Bennion Jr. High  385-646-5114  [djensen@graniteschools.org](mailto:djensen@graniteschools.org)  **High School Board Member**  **Betty Kresser**  Cottonwood High  385-646-5269  [bpkresser@graniteschools.org](mailto:bpkresser@graniteschools.org)  **“The Link”**  Editor, Amy Torres  antorres@graniteschools.org  Recipe Corner, Teresa Himmelberger  tdhimmelberger@graniteschools |
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