

THE LINK

May/June 2022

GRANITE ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS



ELEMENTARY · DISTRICT · SECONDARY

Mission Statement

The purpose of the Granite Association of Educational Office Professionals shall be to provide opportunities for personal and professional growth, leadership, service, networking and recognition to all educational office professionals.

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

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GAEOP President's Message



And just like that, it's the end of the school year. May is filled with end of the year activities, testing, report cards, field day, prom, graduation... the list could go on and on. Many of these activities have been on hold for the last two years and expectations are high as so much returns to normal. Amid the flurry of activity, we can find ourselves feeling drained. I hope you take some time to refill your mental and emotional cup.

Look around you to see who else could use a kind word or a helping hand. [Action for Happiness](#) provides simple ideas for increasing happiness and spreading kindness. Here are a few of their ideas for May and June.

- Do something kind for someone you really care about.
- Focus on what you can do rather than what you can't do.
- Get outside and find the joy in being active.
- Watch something funny and enjoy how it feels to laugh.
- Take time to notice things that you find beautiful.
- Notice how positive emotions are contagious between people.

Dr. Paul Jenkins - a psychologist, author, and entertaining speaker - focuses on the science and practice of positivity. He embraces the term "pathological positivity" as a means of increasing joy and satisfaction, improving relationships, fostering innovation, and getting things done. Dr. Jenkins will be our keynote speaker at Professional Development Day on June 7. I look forward to laughing and learning with each of you.

I hope you plan to join us for Professional Development Day (PDD) at Olympus High School. Information about the classes was sent via email. It is also available on our website: gaeop.weebly.com

Sign up for PDD at <https://forms.gle/tzH8KXrdfsANkSyh9>

The National Education Association shares a [Guide to Summer Rejuvenation for Educators](#). Their three-part plan can help as you reflect and recharge, whether you have time off in the summer or continue working.

1. Reflections on last school year
2. Rejuvenate by taking care of yourself
3. Ways to get ready for the school year

This is the final newsletter issue for the 2021-2022 school year. Continue reading to find out more about this month's winner of the Going the Extra Mile Award on page 8. You can also read important info about McKinney-Vento on page 6, and some office professional spotlights on page 2.

I hope the end of your school year brings satisfaction for the important work you do. I continue to admire the countless ways you make a world of difference each and every day.

*Julianne Hamblin, CEOE
GAEOP President*





Office Professionals' Spotlight

Submitted by Jessica Inman, "The LINK" Editor

Jill Lamping – Monroe Elementary



Jill was fortunate enough to work for the 2002 Olympic Winter Games in Salt Lake City for over eight years. Her final assignment was to travel with the Olympic Torch Relay. She left home the day after

Thanksgiving in 2001 and returned on February 8, 2002. It was an amazing experience to visit 44 states and to meet incredible people along the way. Since then she has worked in philanthropy for 15 years for the University of Utah, her first assignment being on the capitol campaign team for the new Natural History Museum of Utah. After needing a change, she began working for Granite School District as a substitute secretary and has since moved into her role at Monroe Elementary as Principal Secretary. Jill is married with one son, Milo, and their silver lab, Storm. In her spare time she enjoys time in the Uintah's with her family snowmobiling, fishing, hiking, and working on family cabin upkeep. She also enjoys music, reading, gardening, stargazing, and cooking.

Michelle Ortega – Plymouth Elementary



Michelle started her career in education with Salt Lake City School District where she worked for 18 years. After deciding she needed a change she realized that her passion was working within the schools. She came to Granite School District and has absolutely loved it. Becoming the Principal Secretary at Plymouth Elementary has been the best decision for her. Michelle is the mother to four beautiful daughters and one son-in-law. She has one granddaughter and one grandson who are the light of her life. She has two nephews who she loves and adore as her own. In her spare time she enjoys anything true crime, whether it be documentaries or listening to podcasts. She also enjoys crafting, reading, and most of all spending time with her family.



Welcome Office Professionals

Submitted by Gayna Breeze, CEOE, GAEOP Vice President

New

Crystal Dial
Granite Park Jr.

Bookkeeper

Nicholas Buhler
Kennedy Jr.

Principal Secretary



Do you know someone who has started a new position in the district, or has transferred? Send information to Gayna Breeze at gbreeze@graniteschools.org

25 Years of Service Recipients

Submitted by Carol Berlin, GAEOP Executive Representative



25 Years of Service Recipients

Sandra Crosby, Administrative Secretary
Curriculum & Instruction

Linda Liebmann, Principal Secretary
Transition Services

Gail Dawson, Administrative Secretary
Curriculum & Instruction

May Awareness Month

Submitted by Jessica Inman, GAEOP "The LINK" Editor



The month of May is a special month for those both in and out of the military. May was officially designated by Congress as National Military Appreciation Month in 1999 as a way to ensure the nation was able to publicly show appreciation for soldiers past and present. It is a time to honor the service and sacrifices of those in the Army, Air Force, Navy,

Coast Guard, Marines, National Guard and Space Force along with the contributions and sacrifices of their spouses and families.

May was chosen because of the significant number of days that mark our military's achievements such as Loyalty Day (established in 1921), Victory in Europe (VE) Day (commemorating the end of WWII in Europe in 1945), Children of Fallen Patriots Day (established in 2019, celebrated May 13th, the day Arlington National Cemetery was established in 1864), the anniversary of the death of terrorist Osama bin Laden (May 2, 2011), and lastly Memorial Day.

Each year in the month of May the President of the United States will make an official proclamation as a reminder to all Americans of the role our Armed Forces have played in the history and security of our country. This proclamation is extended each year on May 1 (Loyalty Day) and has been made each year since 1958.

It is important that we as a nation come together in pride and unity. What better time to practice our gratitude by honoring our service men and women all month long. Below are some ideas on what you can do to show your support in observance of Military Appreciation Month:

- Extend personal "Thank You's" to military personnel and veterans.
- Show recognition to families of military personnel.
- Support a military related cause such as Honor Flight (honorflight.org) or Disabled American Veterans (www.dav.org) with monetary donations.
- Share your own personal stories as a military member, spouse, or family member.
- In all things social media, use hashtag #NationalMilitaryAppreciationMonth

For more information visit:

MayAppreciation-Nationaldaycalendar.com

Military.com/military-appreciation-month

Veteran.com/national-military-appreciation-month/

Tried & True Recipe

Submitted by Jaquelin Hale, Oakridge Elementary

Wonton Chicken Salad

(from Nicole Simonsen)

Ingredients:

Dressing:

- 1/2 cup olive oil
- 8 teaspoons rice vinegar
- 8 tablespoons sugar
- 1/2 cup toasted sesame seeds



Salad:

- 1 bag romaine lettuce
- 1 bag coleslaw mix
- 1 1/2 cans water chestnuts
- 1 package egg roll wrappers, fried (or substitute chow mein noodles)
- 4 boneless skinless chicken breasts, baked or grilled, cubed into bite size pieces
- 1 (11 ounce) can mandarin oranges, drained
- 1/4 cup peanuts
- 3 scallions, trimmed and thinly sliced

Directions:

1. Cook chicken breasts, cube, and set aside.
2. Cut wonton wrappers in half diagonally so they are triangle shaped.
3. Fry wonton wrappers (both sides) in skillet with vegetable oil until golden brown, set aside.
4. Combine all dressing ingredients in small bowl.
5. Combine all salad ingredients, chicken, and wonton wrappers in a separate bowl.
6. Top with dressing, serve and enjoy!

GAEOP Professional Development Day Keynote Speaker

GRANITE ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS



“Picture the Possibilities”

GAEOP Professional Development Day
Tuesday, June 7, 2022
Olympus High School
4055 South 2300 East, Holladay, UT
7:00 am - 4:00 pm

Keynote Speaker



DR. PAUL

Dr. Paul Jenkins lays out the how and why behind the art and science of being positive – no matter what. It is like having an owner’s manual for the mind – one that you can actually understand and apply.

For those who are interested, there will be an opportunity to purchase Dr. Paul’s books after his keynote.



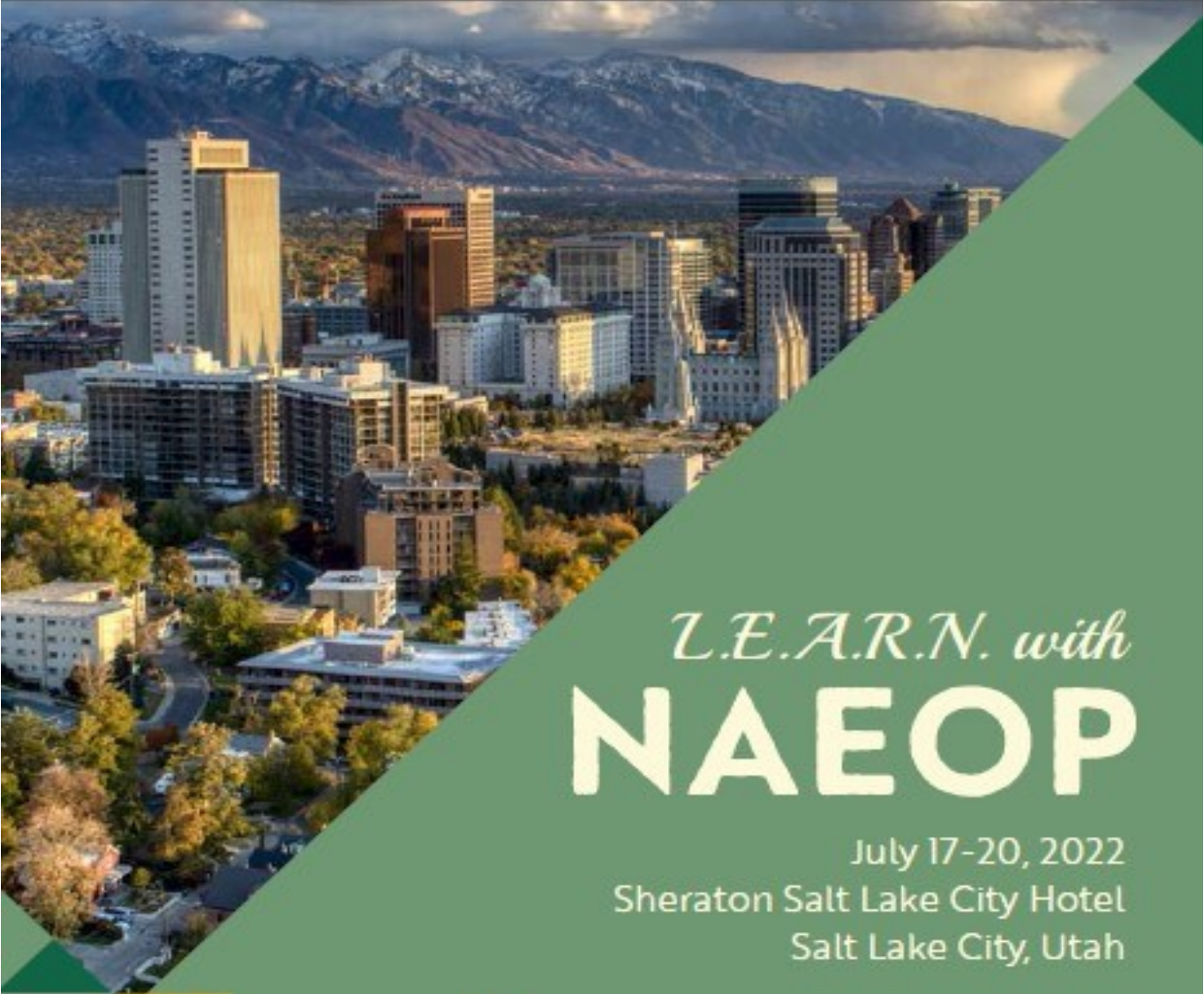
Sign up to attend Professional Development Day

<https://forms.gle/f5oheDEMQUsbLuobA>





NAEOP 2022 Annual Conference

Submitted by Teresa Himmelberger, GAEOP Immediate Past President



L.E.A.R.N. with
NAEOP

July 17-20, 2022
Sheraton Salt Lake City Hotel
Salt Lake City, Utah



Registration is now open - If you are interested in attending, visit naeop.org/events. This is a great way to earn GCPS/PSP credit with quality professional development at a national level.

Did you Know?

Submitted by Jessica Inman, "The LINK" Editor

HOMELESSNESS, CRISIS, AND SOCIAL & EMOTIONAL SUPPORT

Did you know that McKinney-Vento is a federal law enacted in 1987 that ensures educational stability for students experiencing homelessness?

- It ensures immediate enrollment in the neighborhood school or their last school attended.
- It provides federal funds to states for the purpose of supporting district programs. These include transportation help; clothing & shoes vouchers, hygiene products, school supplies, food, tutoring, FAFSA support.
- Under the law these students automatically qualify for fee waiver and free school lunch
- Students and families do not need to provide enrollment documents such as birth certificates, immunization records, or address verification at the time of enrollment

Homelessness does not look the same for everyone and many students and families do not see themselves as homeless because they aren't on the street. McKinney-Vento has a very broad definition of homelessness. It is defined as "individuals who lack a fixed, regular and adequate nighttime residence." With our students it can look like:

- Student sharing housing with another person or family due to loss of housing, economic hardship, or similar reasons;
- Living in a motel or hotel;
- Living in a shelter or temporary housing;
- Living in a car, park, campground, public space, or abandoned housing buildings
- Living in a house with infestation, mold, overcrowding, or they do not have heat, electricity or water;
- A student without an accompanying parent or legal guardian and not in foster care

Historically, schools have been advised to refer families to the district's guardianship specialist, but we know guardianship is not always appropriate for every student who is unaccompanied. When you encounter an unaccompanied student please give them the McKinney-Vento form before you refer them to the district's guardianship specialist.

If you encounter families who need emergency housing please refer them to the **Road Home Family Shelter in Midvale. 529 west 9th Avenue.** We are happy to share additional resources if needed.

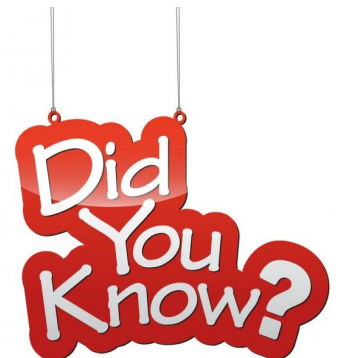
The McKinney-Vento team is always available to help or answer questions you may have. Do not hesitate to reach out.

Shannalee Otanez- 385-646-4678 Granite School District McKinney-Vento Liaison
Jill Caldwell- 385-646-9498 Network Specialist

We are so grateful for the kindness and compassion that secretaries show families that are in crisis. We know that these families are not always kind in return, but every opportunity we take to show them love and respect can have a major healing impact on them. Please know that we are here to support you and love every opportunity to collaborate.

Isolation from the pandemic has caused many of us to struggle with our mental health. It is always helpful to remind folks that they are not alone and to reach out for help. As employees in education it is vital to understand what resources are available to our youth and families. The link below provides a list of local resources and a brief description of the services they can provide to families in crisis. Become familiar with this list and print it for quick access.

[YOUTH AND FAMILY RESOURCES](#)



GAEOP Executive Board 2022-23

Submitted by Julianne Hamblin, CEOE, GAEOP President

President

Julianne Hamblin, CEOE

President Elect

Gayna Breeze, CEOE

Secretary

Trinda Burdett

Treasurer

Virginia Glaittli

Historian

Celeste Bauer

Membership Chair

Lindsay Larsen

Executive Representative

Elisa Jenkins

Administrative Representative

Marilee Evans

High School Representative

Carol Seastrand

Jr. High Representative

Dawnette Dial

Elementary Representative – East

Stephanie Meier

Elementary Representative – West

vacant

Part Time Employee Representative

vacant

Vacant positions will be filled for 2022-2023 through appointments by the GAEOP board.

If you are working as a Principal Secretary on the west side of the district or in a part time office position, and would like to volunteer for one of the vacant positions, please contact Julianne Hamblin at jhamblin@graniteschools.org.

Granite Secretarial Retirees

Submitted by Carol Berlin, GAEOP Executive Representative

Norma Asplund, Coordinator Secretary
Transition Services

Dorothy Astin, Administrative Secretary
Prevention & Student Placement

Jeri Bliss, Principal Secretary
Robert Frost Elementary

Marcia Cannon, Principal Secretary
Hillsdale Elementary

Sharon Chaus, Principal Secretary
Hunter High

Kathy Goodfellow, Executive Secretary
School Leadership & Improvement

Jaquelin Hale, Principal Secretary
Oakridge Elementary

Nina Lemon, Registrar
Taylorsville High

Bonnie Linder, Counseling Secretary
Hunter Jr. High

Mary Meyers, Principal Secretary
Spring Lane Elementary

Kim Ogden, Media Secretary
Olympus High

H A P P Y
retirement

Going the Extra Mile “GEM” Award

Submitted by Jackie Hale, “Going the Extra Mile” Co-Chairman

Congratulations - Kiku Oldroyd Career Center - Cottonwood High



“Kiku is friendly to everyone. She is great at responding to emails and in person questions regarding GTI classes and Concurrent Enrollment classes. She is a team player and follows up with the counselors regularly so the students can get the best care. She always has a positive

demeanor and willingness to go the extra step to help research questions regarding Concurrent Enrollment or GTI. She has shown patience and understanding to students as they need help and direction. She has the rare gift to be kind and firm and to be diplomatic in handling difficult situations.

“Kiku is exemplary. She is the perfect mix of responsible, self-motivated and affable. She is kind and always willing to go above and beyond what’s asked. She is new to Cottonwood this year and has jumped head first into her position in the Career Center. She’s easy to work with and a delight to know. She is always friendly and helpful to anyone who walks through her door.

“Kiku is a bright and shining light in our office. She is always willing to help and be involved. She is so friendly and cares about every student and staff member she comes across. She has a contagious demeanor which brings joy to everyone each day. She has stepped into a huge job, but has been fantastic at it and we love working with her!”

Nominated by Kami Nelson, Rebecca Berbert, Amanda Calton, Rachel Stoddard and Teresa Olsen



Pictured above: Cottonwood High Counseling Office Staff

Kudos Corner

Submitted by Kelly Franz, “Going the Extra Mile” Co-Chairman

Office professionals are dedicated and hardworking in every position throughout the district. We appreciate all your dedication and wish to recognize you with nominations that teachers, co-workers, parents, etc. have shared with GAEOP in regard to you going above and beyond your specific job.
Congratulations on your nomination!

May Nominees:

Kim Fisher-Dickson	Skyline High
Judy Godoy	Kennedy Jr.
Leesa Foust	Hunter High
Amy Wolters	Vista Elementary
Dawn Binyon	Valley Jr.
Melissa Roberts	Oakridge Elementary
Kelly Hazel	Skyline High
Vanessa Park	Architecture & Engineering
Melissa Maughan	Cottonwood High
Lesa Campbell	Warehouse
Teresa Evans	Cottonwood High



Benefits of GAEOP Membership



GAEOP is a voice for office professionals within the district.
 WITHOUT MEMBERSHIP-THERE IS NO ASSOCIATION.
 GAEOP provides...

- *An advisory committee is established by the President. Meetings are held to advocate for office professionals.
- *Members of the GAEOP Board also meet with administration during Meet and Confer.
- *Quarterly training and in-service opportunities. Attending these helps you learn new skills and earn your PSP/GCPS certification. That equals more \$\$ for you.
- *"The LINK" monthly newsletter.
- *Opportunities to network with other secretaries to create support systems and friendships .
- *You are recognized with a small gift on your birthday and Administrative Professionals Week.
- *Professional Development Day planned for all office professionals.

Renewing or joining is easy! For an annual fee of \$15.00, contract employees will have an auto deduct each renewal year. Hourly employees will need to provide a check or cash each year.

To sign up, renew, or ask a question - email Brooke Obray, Membership Chairman, at baobray@graniteschools.org.

Yes! Please sign me up to be a member of GAEOP for the 2021-22 school year. My method of payment is...

___ Payroll deduction (\$15.00 annually – **contract employees only**)

___ Check enclosed # ___ Cash _____

My birthday (month and day) _____ Employee # _____ (for payroll deduction)

Name _____

Location _____

New Member _____ or Renew _____

You may interoffice the tear-away section to Brooke Obray at District Office Special Education or Julianne Hamblin in Planning and Boudaries, with a check or cash included.

Dates & Deadlines

May 1, 2022	May Day
May 8, 2022	Mother’s Day
May 11, 2022	GAEOP Board Meeting
May 30, 2022	Memorial Day
June 2, 2022	Last Day of School
June 7, 2022	Professional Development Day Olympus High
June 19, 2022	Father’s Day
July 17-20, 2022	NAEOP Annual Conference Salt Lake City, Utah

Our Ripples

Submitted by Teresa Himmelberger, CEOE, Past President

Gratitude is an antidote to negative emotions, a neutralizer of envy, hostility, worry, and irritation. It is savoring; it is not taking things for granted; it is present-oriented.”

Sonja Lyubomirsky

GAEOP Member Birthdays

Submitted by Brooke Obray, GAEOP Membership Chairman

May

1

Michelle Clark
Western Hills Elementary

5

Diane Fowler
Matheson Jr.

Ann Gordon
Human Resources

9

Monica Tovar
Cyprus High

10

Nicole Smauldon
Stansbury Elementary

13

Jessica Inman
Pleasant Green Elementary

15

Dawnette Dial
Granite Park Jr.

Dustie McDonald
Wright Elementary

Anne McKenzie
Information Systems

17

Larene Carlson
Wm. Penn Elementary

19

Chris Gardner
Granite Park Jr.

Maile Larsen
Maintenance

21

Cris Brimley
Churchill Jr.

22

Tempest Fullmer
Maintenance

25

Sally Breinholt
GTI

29

Jesie Canning
Payroll Office

30

Liliana Arias
Granger High

Whitney Garcia
Granite Connection High

June

1

Selene Harrison
Granite Park Jr.

Kacie Pfeil
Cottonwood High

2

Julene Maddocks
Preschool Services

3

Angie Pester
Hunter High

Molly Upshaw
Truman Elementary

6

Sheila Pe'a
Hunter Elementary

9

Marcia Cannon
Hillsdale Elementary

Annette Cline
Special Education

10

Sandra Riches
Organizational Effectiveness

Aleshia Stutz
Armstrong Academy

Lora Willhard
Crestview Elementary

Kathy Jenkins
Lake Ridge Elementary

12

Stefanie Meier
Woodstock Elementary

14

Michelle Eastman
GTI

Lisa Cannon
Olympus High

17

Tara Nelson
Silver Hills Elementary

Andrea Petty
Granger High

19

Isamar Chavarria
Granger Elementary

20

Jacki Peercy
Jefferson Jr.

24

Risa MacKay
Maintenance

Kathy Roos
GTI

27

Samantha Basham
School Leadership



**Next Article
Deadline:
July
20th**

“The Link” is published 10 times per year for approximately 500 office professionals of Granite School District. Contributing materials are welcome and should be sent to the editor via email:

**Jessica Inman
Editor**

Pleasant Green Elementary
jminman@graniteschools.org

**Teresa Himmelberger, CEOE
Editor Advisor**

Payroll Office
thimmelberger@graniteschools.org

We reserve the right to accept, edit, or reject any material submitted.

The deadline for contributing materials is the 20th of each month.

GAEOP is affiliated with
NAEOP

National Association of
Educational Office Professionals



“You Make a World of Difference”



<http://www.facebook.com/>

Visit Our Website

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Jackie Hale

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Jr. High Representative

Cindy McCleve

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Part Time Representative

Carol Seastrand

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2021-2022 Advisory Committee

Don Adams, Assistant Superintendent, Support Services

Patrick Flanagan, Director, Human Resources

Wyatt Bentley, Associate Director, Human Resources

Garett Muse, Secondary Director, School Leadership & Improvement

Natalie Hansen, Elementary Director, School Leadership & Improvement

Julianne Hamblin, CEOE, GAEOP President

Gayna Breeze, CEOE, GAEOP Vice President

Teresa Himmelberger, CEOE, GAEOP Immediate Past President

Kathie Woodruff, GAEOP Secretary

Carol Berlin, GAEOP Executive Representative

Kelly Franz, GAEOP Elementary Representative

The advisory committee meets several times a year to discuss issues concerning the Granite School District office professionals.