



TESA Area Workshop Hosted by  
PASADENA ASSOCIATION OF EDUCATIONAL OFFICE PERSONNEL  
Pasadena Independent School District, Saturday, March 27, 2010



Lessons from the Bees

Dear Support Staff:

Pasadena Association of Educational Office Personnel is pleased to host "Lessons from the Bees" an Area Workshop for educational support personnel, on **Saturday, March 27, 2010**, at Lomax Middle School, 1519 Genoa Red Bluff Road.

**Basic Excel 2007** by Cheryl Park, Pasadena ISD; Learn spreadsheet terms and how to change the format of a spreadsheet. Discover how formulas, functions, charts, and graphs can make your job easier.

**Bee-Attitudes of a Paraprofessional** by Judith Goodman, Instructional Specialist, Pasadena ISD, retired; If I were to ask you to tell me what makes you a happy paraprofessional, what would your answer be? Would it be something like "happiness is meeting the needs of my supervisor" or "meeting a goal that you have set for yourself?" You might be surprised to find out what others say about happiness. Come learn about the "Bee-Attitudes" of a Paraprofessional. You will leave refreshed and, of course, happy!

**Dealing with Grief** by Melody McCurdy, Fine Arts Secretary Pasadena ISD & Grief Share Support Group, Shadycrest Baptist Church; Death/loss affects a person physically, emotionally, and cognitively and this session will give dos and don'ts for helping co-workers, relatives, and friends who are experiencing the season of grieving.

**The Intruder, Bee Alert** by James Hyden, Security Consultant, Houston Police Department Retired; An overview of campus safety and intruder awareness.

**Leadership Essentials** by Joyce Delores Taylor, Senior Human Resources Specialist, City of Houston; This inspiring and uplifting workshop will teach you the definition of leadership, how to recognize leadership styles, and the key traits of successful leaders. You will receive a booklet packed with several leadership assessment tools. You will be engaged, laugh, and have fun in this interactive workshop learning about the essentials of leadership!! Several give-away items make this additionally a special workshop to attend.

**Paper Art Workshop** by Shannon Raygoza, Visual Arts, Pasadena ISD; Participants will learn to make a decorative folded journal for multi-purpose use; greeting card; mini-sketchbook; journaling. The lesson components cover a wide spectrum; measurement, angles, color theory, and art techniques. Come and join the creative fun and walk away with a stunning journal. To cover supplies there is an extra charge of \$2.

**Public Speaking** by Brandi Stephenson, Speech Pathologist Pasadena ISD; Afraid to speak at a meeting or before a group? Attend this introduction to learn to speak in public or in front of a crowd. Don't just be a worker bee – speak up!

**Stress Management** STEM Class by Barbara Jennings, San Jacinto College Retired, former TESA President; Review of causes of stress in daily life and discussion of methods for adjusting attitudes and/or environment for less stressful life.

**Techno Bytes** by Detra D. Merino, Divisions Operations Manager San Jacinto College; Short, interactive, demonstrations of Microsoft Office. They are "byte sized" in a 1 hour or less format and are designed to give participants an opportunity to learn. Oh yeah...we've got fuel for innovative minds ...MUNCHIES...hope to see you there.

**TESA/STEM Overview** by Diane Lemmons, STEM Chairman; A discussion of the latest information and requirements for TESA's Staff Training for Effective Management (STEM) program, and the TESA organization.

Registration check-in, breakfast, vendor shopping, and Silent Auction will begin at 7:30 a.m. with General Session promptly at 8:00. To assist us in planning our workshop, no registrations can be accepted at the door. **Register early to get your first choices! Sorry, no refunds**, you may send someone in your place. Unused registrations will be considered donations. You may want to bring a sweater, sometimes rooms may be cool. Six hours local credit will be awarded. Please go to [www.mapquest.com](http://www.mapquest.com) to get driving directions to 1519 Genoa Red Bluff Road in Pasadena from your starting point. Parking available in the front and on the left side of the school.



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Pasadena Independent School District Saturday, March 27 2010**



**Lessons from the Bees**

Mark your 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choices in each COLUMN for each session.

Session Title	Session I 9:00-10:00	Session II 10:15-11:15	Session III 12:30-1:30	Session IV 1:45-2:45
Basic Excel 2007			XXXXXXXXXX	XXXXXXXXXX
Bee-Attitudes	XXXXXXXXXX	XXXXXXXXXX		
Dealing with Grief	XXXXXXXXXX		XXXXXXXXXX	XXXXXXXXXX
The Intruder	XXXXXXXXXX	XXXXXXXXXX		
Leadership Essentials		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Paper Art Workshop			XXXXXXXXXX	XXXXXXXXXX
Public Speaking			XXXXXXXXXX	XXXXXXXXXX
Techno Bytes	XXXXXXXXXX	XXXXXXXXXX		
TESA/STEM Overview	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX

<b>Stress Management- 3 hr. STEM</b>	<b>8:30 – 11:30</b>
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Participants may arrive at 7:30AM  
for breakfast & vendors.  
General Session at 8:00.

**Workshop Payment Fees:**

- Regular All Day Workshop, no STEM..... \$35 per person \_\_\_\_\_
- STEM Class ONLY, no lunch..... \$35 per person \_\_\_\_\_
- STEM Class ONLY, with lunch ..... \$45 per person \_\_\_\_\_
- STEM Class, Lunch, and Workshop ..... \$60 per person \_\_\_\_\_
- Fee for Paper Art Workshop..... \$2 extra per person \_\_\_\_\_
- Total amount paid, due by March 22: \_\_\_\_\_

Name: \_\_\_\_\_ District: \_\_\_\_\_

Email address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Fax: \_\_\_\_\_

Registration fee of \$35 for the workshop includes a light breakfast, lunch, afternoon snack, all sessions. Sorry, no refunds after March 22, you may send someone in your place, unused fees will be considered donations to our scholarship fund.

*Six hours credit will be awarded for regular full day workshop attendance for PISD employees.*

**Make checks payable to PAEOP and mail along with this registration form to:**

Letty Pena, Registration Chairman      or      indistrict:  
1515 Cherrybrook Lane                      Letty Pena, ATCP  
Pasadena, TX 77502                              (713.740.0870, call if you have any questions)

## 2010 Lodging Suggestions:

**Holiday Inn Express Hotel & Suites** (3.98 miles, 7 minutes to Lomax Middle School per MapQuest), 2601 Spencer Highway, Pasadena, **713.910.6100** or 1.800.465.4329, \$89.99, for 2 queen beds, 2 adults. Includes microwave, refrigerator, iron, ironing board, and blow dryer. Includes a hot breakfast. Interior corridor to access rooms, no rooms outside, free internet access.

Most recently built:

**La Quinta Inn & Suites**, (2.48 miles, 5 minutes to Lomax Middle School per MapQuest), 3490 East Sam Houston Parkway S, Pasadena, double queen beds and 2 adults is \$79; single king bed room for \$89 has a sofa and 2 TV's, **281.991.7771**.

**Super 8 Motel** (2.44 miles, 5 minutes to Lomax Middle School per MapQuest), 5400 Vista Road, Pasadena, **281.487.8882**, **\$79.88** plus tax for 2 queen beds, 2 adults, discount for advance booking . Includes refrigerator and microwave, iron and full-size ironing board, high speed internet, continental breakfast, swimming pool & hot tub. Motel features interior corridors, electronic door locks, free local calls, TV with HBO.

***Rates subject to change***, reserve your stay as soon as possible to get the above rates and confirm amenities.

La Quinta and Super 8 are near each other and closest to shopping at the Beltway 8 and Fairmont Parkway area that includes: JC Penney, Chick-fil-a, Starbucks, and Wal Mart in one direction, Kohl's, Target, ToysRUs, Panera Bread, Flaming Wok, Buffalo Wild Wings, and Cold Stone Creamery in another, and across Fairmont Parkway from them is Fairway Marketplace, a larger shopping center that houses Bed, Bath, & Beyond, Rachel's Hallmark, Children's Place, Barnes & Noble, James Avery, Dress Barn, Party City, Chili's, Souper Salad, Ross, Fairway Hunan Restaurant, Famous Footwear, Old Navy, Best Buy, Avenue, Lane Bryant, and Bath & Body Works to name a few. Also nearby are Pei Wei, Incredible Pizza, and Magnolia Café.

### **Directions to Lomax Middle School:**

Please go to [www.mapquest.com](http://www.mapquest.com) to get driving directions from your starting point to Lomax Middle School at 1519 Genoa Red Bluff Road in Pasadena. It's near the intersection of Genoa Red Bluff Road and Beltway 8.