

VOLUME LXIII, NUMBER 2 - WINTER 2012

# *the* TESA CONNECTION

THE OFFICIAL PUBLICATION OF THE TEXAS EDUCATIONAL SUPPORT STAFF ASSOCIATION, INC.



# President's Message



Pat Crawford  
President

Greetings TESA Members,

We are at the halfway mark of our school year. Fall has come and gone, the cold winter is upon us and we are all looking forward to spring and summer and all the wonderful things they bring.

Shirley Haswell and our Staff Training for Effective Management (STEM) committee have been busy scheduling classes across the state and more are being planned for workshops and Summer Conference. We are really excited about the number and variety of STEM classes already held and those that are planned in the coming months. Please check the TESA website

– [tesatexas.org](http://tesatexas.org) for a complete list of STEM classes.

Teena Hancock and the Area Workshop Committee are excited to announce that we have two workshops scheduled – one at University of Houston Clear Lake and another in Garland/Mesquite. There will be breakout sessions and STEM classes offered to help us grow stronger. More information can be found in this issue and on the TESA website.

Marie Enax and the Nominations Committee had the task of collecting Volunteer forms for the 2013 – 2014 slate of officers. The committee met in November to set the ballot. We will be voting electronically again this year beginning February 15th through March 15th. Pictures of each of the candidates can be found on pages five and six. You are the core of TESA and I encourage each of you to volunteer. Even if your name is not on the ballot there are various committees where you can serve and be a valuable asset to help TESA grow strong for the future. More information regarding voting will be sent to all members at a later date. I also want to encourage each of you to exercise your right as members and vote.

All of the TESA officers have been hard at work making sure that TESA is and will be Strong to the Core for the future. Bonnie Tomczyk is now accepting applications for scholarships and awards. Be sure to get your applications in for the Nelda Van Dyke, Administrator of the Year, Newsletter, Yearbook and scholarships by February 25, 2013. Ruth Lyday and Cindy Bright are both working to increase our Affiliates and membership. If you know someone who has not joined or renewed their membership in TESA please encourage them to join. Jana Worthington and the Summer Work Conference Committee met in September and will meet again in February to put the final touches on a fun-filled conference with a few surprises and many opportunities for professional development. Dianne Lemons and the TESA Connection committee have now completed two fabulous issues of the magazine and are currently working on the spring issue. Be sure to get your articles to Dianne by January 15, 2013.

Have a great spring semester and I look forward to seeing you in February for The University of Houston-Clear Lake workshop, and in March for the Garland/Mesquite workshop in Garland.

A handwritten signature in black ink that reads "Pat Crawford".

Pat Crawford  
TESA President 2012-2013



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## From the Editor



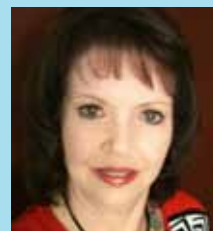
Dianne Lemons  
Editor

Welcome to the winter issue of the TESA Connection. We are very excited about all the information we have made available to you with this online issue. We hope something you read in this issue will encourage and help you throughout the coming New Year.

In thinking about the apple trees and what happens to them in the winter months I discovered that in order for the apple trees to continue to bear fruit and remain healthy it must be taken care of throughout the winter. During this time of the year, apple trees are subjected to harsher climates, and even though they are dormant, they can still suffer from the cold winds and dropping temperatures. Appropriate care allows apple trees to survive the winter and thrive with the new growing season.

Just like the apple trees are cared for in the winter, we too must take care of ourselves. Throughout the holidays we are pulled in so many different directions that we forget about the proper rest and care our bodies need. I've always been told God gave us the winter months to rest our bodies and prepare for the new beginnings of spring.

In this issue our committee has given you updated information and featured articles to encourage and motivate you in the New Year to prepare yourself for new beginnings in TESA. Together as members we must work together to keep TESA fresh and vibrant so our organization will continue to be the greatest in the state of Texas for all support staff.



Darcy Blackstock  
Assistant Editor



Paula Lambright  
Advertising Manager

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# Purpose Statement

We the members of the Texas Educational Support Staff Association, hold that the primary purpose of the educational support staff association is to assist, as a team member, in developing citizens who will safeguard, strengthen, and improve America. The TESA Connection is published four times a year – fall, winter, spring, and summer. Membership in TESA entitles the individual to an annual subscription to the TESA Connection magazine, circulation approximately 2,000. Subscription rate for libraries and nonmembers is \$10 per year. Send request for subscriptions to: TESA Central Office, 1460 E. Whitestone Blvd., Suite 175, Cedar Park, TX 78613.

Please send information for the Winter Issue to :  
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405 E. Davis St. Mesquite, TX 75149 (972) 882-7320  
FAX: (972) 882-7382 dlemons@mesquiteisd.org

## TESA Dates to Remember

### January

- 1-4 TESA Office Closed - New Year's Holiday
- 10 NES Connector Deadline
- 15 The TESA Connection (Spring Issue) Deadline
- 21 TESA Office Closed - Martin Luther King, Jr. Holiday

### February

- 15 Online Voting Begins
- 20 TESA Office Closed - Presidents Day
- 25 Awards / Scholarship applications Deadline

### March

- 11-15 TESA Office Closed - Spring Break
- 15 Online Voting Ends
- 15 Executive Board Reports Due
- 29 TESA Office Closed – Good Friday

*“Learn to get in touch with the silence within yourself and know that everything in this life has a purpose.”*

- Elisabeth Kubler-Ross



## TESA 2012 Summer Work Conference in San Antonio



Donna Cubstead  
San Jacinto College

This was my first time to attend the TESA Summer Work Conference, and I found the conference to be very valuable to all support staff who work in the State of Texas. The conference theme last year supported San Jacinto College's focus on

Diversity. I attended eight sessions during this conference: "Effective Office Practices" (6 hour STEM session) by Barbara Jennings, "Records Retention – What Every School Employee Should Know" and "Managing Activity Accounts: 10 Things You Should Know" both by Becky Estrada, the "General Session" meeting where the keynote speaker Allie Faye Matthews spoke on diversity, "True Success", "Call the Fashion Police 911" by Dianne Lemons and "Cardio Line Dancing" by Cindy Freeland. Finally the "Catch the Wave Good-bye Brunch" where the keynote speaker again reinforced diversity in the workplace, how things are perceived and interpreted based on life experiences, and how we all need to adapt to change if we want to achieve our workplace goals.

The Diversity presentation and the keynote address at the general session were presented by Allie Faye Matthews, 2011-2012 NAEOP President. Her definition of diversity was: inclusion of things, places, people, etc.; equality for all people; accept people for the content of their character. She led an exercise where she had us divide into groups of two people (who knew one another), then she had us write down four things to describe the other person without using skin color, hair color, eye color, or what they were wearing in the descriptions. Next she had us share what was written with the other person and ask if the descriptions were valid or not. This exercise was to point out that once you remove the outside appearances, one has to focus on the character of the individual to make a conclusion about the person. She also made mention of a speech on diversity by Carol Moseley Braun, a short story called "Work of Our Souls" by Joseph Mezella, and referenced the diverse social status in the movie "Titanic."

I especially enjoyed Becky Estrada's presentation on records retention and activity codes. She works for Lackland ISD, and I was very impressed with her school forms on the internet. Becky shared knowledge based on the State of Texas record retention laws and about reconciling receipts. She discussed profit and

loss forms, how emails become a part of public record, and what state auditors are looking for when they come to see your receipts. I would love her to come do a professional development workshop for San Jacinto College. She was an excellent presenter who taught state law in a way anyone could understand.

Benefits to San Jacinto College Staff:

1. Diversity education helps us all to better understand colleagues and students. It helps us take our focus off our differences and focus on our goals, which is working as a team to achieve departmental success and assist students in reaching their educational goals.
2. The records retention and activity account sessions gave me resources I can implement in our department so that we can track purchases better and store records efficiently, and it also gave me a better understanding of Texas state law.
3. The Effective Office Practices STEM session gave me ideas to implement within our department, such as creating a manual in case a temporary worker or substitute ever had to do my job, organizing files, increasing vocabulary by learning new words daily, and organizing 12 things a day at your desk to remove clutter.

## Are you glad the election is over?



Gerald Wharton  
Legislative Consultant

Whether your candidate won or lost, we all enjoy the freedom to vote. I hope each of you participated in the November 6, 2012 election process. I am glad to put all of the electioneering behind us and now look forward to what's ahead. We all are

concerned about the United States economy and the "fiscal cliff" that the current legislative session created. What will the Executive and Legislative branches do to pull us back from the brink of economic uncertainty? Those of us that deal with school finances have seen the steps the Texas Education Agency has taken regarding the sequestration of Federal funds. All of

our grants have been cut. We are all hoping this will be reversed and Federal funds restored.

However, we must also concern ourselves with the upcoming Texas 83rd Legislative session, which will convene Tuesday, January 8, 2013. They will meet for 140 days, ending the session May 27, 2013. Our prayer will be that they make the very best decisions for Texas and especially, for Texas education. If you followed the election results, the Texas Senate maintained their partisan balance; however, the Texas house added a handful of Democrats. This means that the Republicans no longer hold a super majority and that House rules cannot be suspended, to fast track legislation, as in the last session. It also means that some Democrats will have to be present in order to have a quorum. It will be a very interesting session.

The 83rd Legislature will have to deal with basically

the same issues that arose in the previous session: Spending, immigration, abortion, education, Medicaid, etc. Medicaid may have to be the first order of business. Funding will run out by March 2013, without this program many poor, elderly, and disabled will not be served. All school districts have Medicaid eligible students and many districts rely on Medicaid funds generated by serving qualified students to supplement Special Education programs.

Education – As you know, more than 600 school districts have sued the Legislature over public school funding. It is believed that the school districts will prevail, but the decision will surely result in an appeal. The appeal process may take years to resolve. In the end, it will be up to the legislature to resolve this complex issue. It is too early to get a feel for the direction the 83rd Legislature will take regarding funding for the next biennium.



# 2013-14 Nomination Committee Ballot Selections

## President Elect

**Darcy Blackstock**  
Channelview ISD



**Deborah McFadden**  
University Houston - Clear Lake



## 1st Vice President

**Bonnie Tomczyk**  
Killeen ISD



## 2nd Vice President

**Lisa Gonzalez**  
Donna ISD



## Secretary-Treasurer

**Dianne Lemons**  
Mesquite ISD



**Robin Pool**  
Pasadena ISD





# *2013-14 Nomination Committee Ballot Selections*

## **Member at Large - Position 1**

**Teena Hancock**  
Garland ISD



**Yolanda Ayala**  
Galena Park ISD



## **Member at Large - Position 2**

**Helen Kettler**  
Alvin Community College



**Donna Sears**  
Cedar Hill ISD

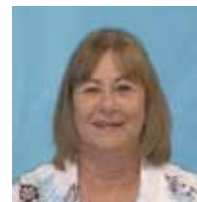


## **Member at Large - Position 3**

**Cindy Bright**  
Tyler ISD



**Marie Enax**  
Lamar CISD



## **Member at Large - Position 4**

**Lynn Andrews**  
Irving ISD



**Deana Ross**  
Comal ISD



# Awards/Scholarship/Journalist Committee



## Texas Educational Support Staff Association, Inc. Awards/Scholarship/Journalist Committee

**Deadline to submit Scholarship Applications and entries for awards is:**  
**FEBRUARY 25, 2013**



### Administrator of the Year Award

*Administrator from Current Affiliate*



### Newsletter of the Year Award

*Current Affiliates*



### Yearbook Award

*Current Affiliates*



### Nelda Van Dyke Award

*3 year TESA Member*

#### Nelda Van Dyke Award

This award is for a current active TESA member who has been a member for at least 3 consecutive years. Must have been employed in an educational school system for a minimum of 5 years. Criteria used for judging is professional activity, education and workshop participation, and community involvement.

#### Administrator of the Year

The candidate must be employed as a professional administrator in the state of Texas for a minimum of five years and be a member of the state professional association which represents his/her administrative position.

#### Newsletter of the Year Award

Open to all current affiliates. Entry must be an actual copy of the newsletter distributed to association membership.

#### Yearbook Award

Open to all current affiliates. Entry must be an actual copy of the yearbook distributed to association membership.

#### Lorene Roby Rogers Memorial Scholarship

This scholarship is for any TESA member, i.e., secretary, clerical or instructional assistant to help continue their education.

#### Dr. Michael Zolkoski Technology Scholarship

This scholarship is for TESA members who would like to take computer enrichment classes.

#### Founders Scholarship

This scholarship is for children, grandchildren and great-grandchildren of active TESA members. Recipients must be graduating high school seniors.



### Lorene Roby Rogers Scholarship

*TESA Member*



### Dr. Michael Zolkoski Scholarship

*TESA Member*



### Founders Scholarship

*Graduating Seniors*

If you have any questions, please contact any of the committee members listed below:

**Bonnie Tomczyk, CEOP**  
Chairman  
Killeen ISD  
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E-mail:  
bonnie.tomczyk@killeenisd.org

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San Jacinto College  
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sherry.gray@sjcd.edu

**Kristin Hiney, CEOP**  
Mesquite ISD  
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E-mail:  
khiney@mesquiteisd.org



# Scholarships!

By Teena Hancock, Garland ISD



Teena Hancock  
Garland ISD

Scholarships! Never in the world was I more grateful for this word than I have been in the past 7 years. I am the mother of five children and since 2005, I

have had one to three of them in college at the same time, including myself.

My oldest son Scott was a very talented baseball player and was allowed four years of education through a baseball scholarship. There are still other expenses with living on a college campus and living out of state. Student loans and grants came in very handy for him.

Our daughter, Alyssa was determined to get into the top nursing school in Texas and guess what? She did! She is now an RN and is a surgical nurse at the Baylor Heart Hospital in Plano. Where Baylor offers some scholarships for their nursing students, the majority of her expenses were paid with student loans and grants. Let me tell you, and some of you know this already...it isn't cheap to attend Baylor University.

Son number two, Zach, is attending college at Texas A&M. He is pursuing a degree in

communications and journalism. About the time he reached college, I was deep into the workings of TESA and what they had to offer as far as scholarships were concerned. At every event and in every printed magazine, we as support staff, para-professionals are encouraged to apply for the scholarships that are offered. By this time I had three children in college and the expenses were multiplied by three, so we decided that we would apply for the Founder's Scholarship through TESA. Zach was very fortunate to receive this scholarship his senior year. It's amazing how one or two scholarships can help lighten the load when it comes to college expenses.

I can't forget our youngest daughter, Madison. She is a freshman at Kilgore College, where she is a world famous Kilgore College Rangerette. Once again scholarships and student loans have helped her with her educational journey.

Our youngest son Zane is still in elementary. I'm afraid to think about what is in store for him when he reaches college.

I am what you consider a life-time learner. I have been attending college on and off for many, many years. I finally received my Associates Degree in 2009. I am now in the second phase of working toward my bachelor's degree through Lamar Univer-

sity. I have also been a recipient of both the Lorene Roby Rogers and Dr. Michael Zolkoski Technology Scholarships. Every dollar helps with college expenses when it comes to education these days! My family is grateful to TESA and the opportunities it offers to everyone. Apply today for a scholarship that fits your education needs!



Left to right-Madison, Alyssa, 2nd row-  
Zach, Scott, front-Zane





## TESA... Strong to the Core

2012—2013

MEMBERSHIP APPLICATION

<http://www.tesatexas.org/membership>

### TESA NEEDS YOU!

Please pay special attention to these items on the membership form:

- Membership Year is August 1, 2012 – July 31, 2013
- Enter your preferred mailing and email address (you will receive all correspondence at these addresses)
- Check the appropriate box that defines your job description

We would also like to encourage you to share the membership form with your co-workers and encourage their membership in this great organization.



### TESA BENEFITS

- Affiliates and their districts receive discounted fees for Affiliate Services presentations and Area Workshops
- National award winning *The TESA Connection* magazine published four times a year included in your membership dues
- Member discounted registrations fees for Summer Work Conference and, if held, Fall Work Conference
- Member scholarships-Lorene Roby Rogers Memorial Scholarship and Michael Zolkoski Technology Scholarship
- Founders scholarships for children or grandchildren of TESA members
- Staff development through one-day Area Workshops, STEM classes, Affiliate Services presentations and state conferences
- Retirees discounted membership
- Networking opportunities with others in education from all across the state
- Legislative proceedings and updates relating to education
- A lifetime of friendships

### 2012-2013 TESA Membership Council Committee

#### Cindy Bright - 2nd Vice President

Membership Chairman

Tyler ISD

[cindy.bright@tylerisd.org](mailto:cindy.bright@tylerisd.org)

#### Lorri Hawkins

Elementary Council

Brownsboro ISD

[hawkinsl@brownsboro.k12.tx.us](mailto:hawkinsl@brownsboro.k12.tx.us)

#### Jennifer Baggett

Secondary Council

Mesquite ISD

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#### Ofelia Barron

Administrative Council

Donna ISD

[obarron@donnaisd.net](mailto:obarron@donnaisd.net)

#### Helen Kettler

Higher Education Council

Alvin Community College

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#### Christine Ortiz

Education Service Cnt. Council

Region 10 ESC

[Christine.ortiz@region10.org](mailto:Christine.ortiz@region10.org)

## Membership Form for the National Association of Educational Office Professionals

Membership Type:	<input type="checkbox"/>	Active - \$50	<input type="checkbox"/>	Retired - \$30	
<input type="checkbox"/>	Associate - \$50	<input type="checkbox"/>	Institutional - \$85	<input type="checkbox"/>	Corporate - \$60

Membership Application Continuous Membership (12 full months)

☐ New Membership ☐ Renewal Membership Membership Number: \_\_\_\_\_

☐ Magazine Annual Subscription - \$30 ☐ Magazine Annual Subscription (Retired) - \$15

- All fees must be paid in US Dollars.
- Outside of US special postage and handling charges apply. Please add an additional \$15.
- Active membership fee include 3 online issues of the association magazine and 1 issue (Winter issue) in print. If you wish to receive all 4 issues in print, you will need to request an annual magazine subscription in addition to your annual membership.
- Dues are not deductible as a charitable contribution for income tax purposes.

<b>Membership Information:</b>			
<input type="checkbox"/> Elementary	<input type="checkbox"/> Middle School/Junior High	<input type="checkbox"/> Secondary/High School	
<input type="checkbox"/> Higher Education	<input type="checkbox"/> State Department	<input type="checkbox"/> Administration	
<input type="checkbox"/> Career & Technical Education	<input type="checkbox"/> Retired	<input type="checkbox"/> Other:	
Name:			
Address:		City:	State: Zip:
Home Phone:		Office Phone:	Ext.:
Fax:		Email:	
Recruited by (Name):			
Method of Payment: <input type="checkbox"/> Check <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Discover			
Cardholder's Name:			
Card Number:		Expiration Date:	
Signature:			

Mail or Fax to:

NAEOP  
PO Box 12619  
Wichita, KS 67277-2619  
Fax: 316-942-7100



# Growing Up with MEPA

By Jennifer Lamb, Mesquite ISD



Jennifer Lamb  
Mesquite ISD

Believe it or not...I was once a shy quiet person and this person still lives deep down inside of me. Man, have I changed these past several years. Working with the district as a paraprofessional has helped me grow

into the leader I am today.

I was seventeen years old when I graduated from Mesquite High School in the spring of 1998. I decided to start my grown-up journey by enrolling at our local Junior College, Eastfield, for the fall semester. I had completed my first year as a college student and decided it was time to find a job since summer was around the corner. I was now eighteen years old with no idea what I wanted to do. Lucky for me, I just happened to know a wonderful woman in my church who worked for the school district that could help get my foot in the door. In June of 1999, I was interviewed for a secretary assistant position for the Mesquite High School Counseling/Registrar's Office. I started immediately.

Being new to the work world without any experience, I was scared to death. There was a lot to learn. I had never had a job before, and this was it...time to grow up and make some money. I even remember my very first paycheck; oh the excitement! I showed up to my first job as the part-time Student Registrar Secretary Assistant to Dianne Lemons. I was introduced to the basics: making copies, filing and pulling student transcripts, computer data entry, typing up TEA forms for student driver licensees, sorting mail, withdrawing students, answering the phone, etc... I remember the first time I flew solo on a phone call. Dianne had to teach me how to do the simple task of answering a telephone! I had watched and observed what to do, but when it came time

for me to answer my first call, I panicked. As the phone rang, I looked at Dianne and asked, "What do I say?" She looked at me with confidence and told me to say, "Mesquite High School. This is Jennifer. How may I help you?" I was so nervous that I nearly dropped the phone as I took it off the receiver. I said what Dianne had told me to say; "Mesquite High School, this is Dianne. I mean, this is Jennifer." I was so embarrassed and certain that if I had just stuck with the name, "Dianne" the caller probably would have never noticed that it wasn't really Dianne and it could have saved me the embarrassment. I survived my first day of training. I worked at Mesquite High School for 2 years while attending junior college but it was time to graduate and move on. I graduated with my Associate's in the spring and continued to work as long as I could before leaving for college, again. As nervous as ever, I went back again and again, learning something new every day. What I learned stayed with me for the next several years of my Mesquite ISD career experience.

In August of 2001, I left the district to pursue my Bachelor's Degree with Dallas Baptist University. Again, I survived college and graduated in May 2004 with a BA in Art: Drawing and Painting. I can't count the number of majors I started and stopped because I couldn't find what I was happy doing. I found that Art helped me express myself in a quiet way by putting my feelings on canvas and giant sheets of sketch paper, but I still didn't know what I wanted to be when I grew up. I was an adult this time at the age of twenty-three and a job was the first thing to find, again. I attempted to go the teaching route, but being the shy and insecure person that I am, I was still scared. I have a "small" fear of speaking in front of large groups and I knew I couldn't stand in front of that many people and talk, let alone expect them to listen to me, so, I avoided that route.

After graduation, I decided to pursue a position with Mesquite ISD, again. It seemed to be harmless the first time. August came along

and I received a call from one of the elementary campus principals, Ed Burns, who had heard my name through the grapevine, and he scheduled an interview with me. The job was to be a classroom assistant to the Resource teacher, Sarah Crowl, at Cannaday. During my interview with him, he led me to the classroom for Sarah to meet me and give me a brief interview herself and let me observe the class. He said in the end, the choice was really hers because she had to work with me. Sarah apparently felt something was right about our meeting and she gave Ed a thumbs-up behind my back as we exited the room. She did not tell me about her thumbs-up until she left teaching to become a stay-at-home mom 2 years later. With her thumbs-up signal, Ed hired me on the spot. As a classroom assistant, I was forced to come out of my shell. On a daily basis, I worked with the children one on one where I had to play the responsible role and keep control of the classroom when the teacher was out of the room. Talk about nerves and panic again. A classroom full of kids...I already told myself I can't be in a classroom telling people what to do. It worked out well though. I gained the respect of the students because I gave them respect, and as I worked with the students I learned how to control my bashfulness.

Since I was back in the district working at Cannaday, I got recruited, by Dianne, to serve on the Hospitality Committee with the Mesquite Educational Paraprofessional Association. This really helped me continue to grow out of my shell. I had to attend all the MEPA meetings and greet people, serve snacks, clean up after them and ultimately work alongside the MEPA Board and attend meetings where I was encouraged to speak out and step up. I served two years on the Hospitality Committee. I was also asked to serve as Liaison Booster during my second term as Hospitality chair. I got to send each liaison a gift once a month without having to be recognized. Loved it! I didn't have to speak or stand in front of people. Each year, I was asked to serve again, in a new position. I moved on



to be MEPA Secretary, and again, I didn't have to be in front of people. I just had to sit at the meetings, quietly, and take minutes. It was the perfect position for my introverted personality. My third year at Cannaday, I was asked to serve as First Vice President – Programs. Now, I was responsible for planning and scheduling all the MEPA meetings... still in the background. I never had to speak in front of anyone. It was the perfect position, again. It was also the year I attended my first TESA Fall Work Conference where I became known as "giggles" to all my new TESA friends. For the record, I was hiding a lot of nerves behind those giggles, and I still am.

Three years passed at Cannaday and I moved on to North Mesquite High School where I worked as an Attendance Secretary for the Junior Class. I had a lot more interaction with people, mostly students and teachers. I was constantly on the computer teaching myself new software and programs and still very busy with MEPA. Growing continued and by this time, everyone one knew me as giggles or the "Woo-Who!" girl from MEPA and TESA. The more meetings I attended, the louder I became. During this time, I served more time with MEPA. I became the Secretary, again, which, remember, I loved because I didn't have to speak in front of anyone. The following year, I took on Historian, still in the background taking pictures. Telling myself, "I definitely don't have to speak in front of people with a camera on me all the time." I loved Historian. It had the least amount of speaking of any position. I was very comfortable there.

Two years and six weeks passed for me at North Mesquite and I have once again moved on with the district. I am now working as Administrative Assistant to the Director of Technical Services, where I am in contact with a variety of personnel across the district. I had to get over my nervousness in order to call contractors and service providers. I have consultants that I am in contact with from Oklahoma and as far away as Chicago. I am reaching out nation-wide at this point. Woo who! There is no time to be timid and insecure.

Then it came that time of year for a new board to be selected. Another board member, also a good

friend of mine, was desperate for a President-elect and all of her options had sadly declined her offer to serve alongside her as she was about to serve as our President. I even declined her offer a couple times because I felt I was not ready. I like sitting in the background. I can't stand in front of large groups and speak. Remember, I ruled out the option of being a teacher for the same reason! I do not do large group speeches and gatherings! Or so I thought. In November of 2010, while attending the TESA Fall Work Conference in San Marcos, Sandy Salazar was writing out her list of possible nominations for officers for our upcoming ballot and she looked worried because only one position remained empty. It was President-Elect. As I watched her discuss the issue with Paula Lambright, I couldn't take it anymore. Something was tugging on my heart and I took it as God pushing me. He said it was time and I didn't want to listen because of that whole standing up in front of people thing, but I did. I looked across the table at Sandy; we made eye contact and I quietly, but confidently, sent her a text message to tell her, "I will do it". Yes, I sent a text from across the table; that TESA Banquet music was a little loud during our special moment. Anyway, the look on her face was priceless with all smiles. She didn't think I was serious, I told myself I wasn't either. But I was. No turning back now.

I served with Sandy in the year 2011-2012 as her President-Elect. I learned so much from her and all the experienced Board members who taught us a lot. We worked well together and every bit of it trained me for my year as President. Of course, I was still hesitant because this position meant I had to stand up in front of large crowds. I wanted to stay in the background! Give me Historian again and I'll be happy! But, that was not to be. I was now next in line to serve as MEPA President. The whole term Sandy was President I was already making notes and preparing for my term, so I guess I was somewhat ready. The more I planned things out, the more excited I became. I had totally forgotten that whole standing in front of people bit. Or did I? Apparently not; I found myself giving more time to TESA during this year as well as singing with the TESA Stars. I served on the 2011 Fall Work Conference Committee and had the opportunity to help create the last TESA Fall Work

Conference, for a while anyway. We will meet again in the fall someday. The role I played in front of TESA members attending the conference was an even bigger bundle of nerves for me, but I did it; and it was awesome.

It is now November 2012, two years after agreeing to serve as President-Elect and I am happy to say that I have survived my Presidential term, so far. I can't even tell you how much fun I have had. There is definitely stress. There had not been a time in my past where I had experienced this much stress, ever. It can be done. I am here. I am President and gosh darn it, people like me. The board thinks they were smart and a little sneaky by deciding to vote me for a second term as President while MEPA continues to develop new prospects to serve on the board. So, I will serve as President again, for the 2013-2014 school year. How's that for a confidence booster? Yippee! No more insecurity...well, maybe just a little.

It's hard to believe where I've been and where I am now, but with a whole bushel of friends from the MEPA board and the tremendous amount of support over the years, here I am. I still stress over all the small stuff, but the more I think about it, the easier it becomes. All the years of growing up in MEPA prepared me for where I serve today. I never imagined speaking in front of people or large groups, especially large groups of over 300! Our current MEPA membership count is 481. Our largest meeting was our October Staff Development day with over 330 members present for six breakout sessions. Talk about nerves! I even stood in front of 176 members, between my 3 sessions, and taught them how to stay organized in the classroom or their office. I stood in front of a classroom! What was that I said about never standing in front of a classroom?! I never once, thought I'd be doing this. Serving on the MEPA board has helped me grow as a person and boosted my confidence. So, if I can do it, so can you. Don't be afraid to step up and be a part of TESA and your local association.

Now, if I can only go back to serving as Historian.





# STEM Calendar

## JANUARY - 2013

17	Effective Office Practices	UHCL
19	Managing Change	Garland ISD

## FEBRUARY - 2013

7	Assisting Difficult People	Spring Branch ISD
9	Professional Growth Plan	UHCL
16	Profile for Success	Garland ISD
18	Assisting Difficult People	Channelview ISD

## MARCH - 2013

7	Leadership/Team Building	Garland ISD
21	Profile for Success	UHCL

## APRIL - 2013

6	Business Grammar and Letter Writing	Garland ISD
17	Basic Communication	Spring Branch ISD

## MAY - 2013

2	Dialogue of Diversity	Garland ISD
2	Interpersonal Communication	UHCL



Shirley Haswell, CEOP  
STEM Area I Coordinator  
[danh7@att.net](mailto:danh7@att.net)

Sandra Curry, CEOP  
STEM Area II Coordinator  
[sandra.curry@sjcd.edu](mailto:sandra.curry@sjcd.edu)



# TESA Area Workshop



## IT'S TIME TO SCHEDULE YOUR 2012-13 AREA WORKSHOP

The TESA Area Workshop Committee invites TESA Affiliates to get with a neighboring district, university or service center and together host an Area Workshop.

Area Workshops are a great way to provide valuable professional development, recruit members, raise funds for your local association and offer positive networking opportunities to all participants.

TESA will advertise your workshop by:  
TESA Connection Magazine  
Posting on the TESA calendar  
Posting on the TESA Web Site  
Promoting at Summer Work Conference

If you are interested in hosting a TESA Area Workshop or just need information, please contact:

Teena Hancock, Chairman  
Garland ISD  
972-487-4101  
[tlhancoc@garlandisd.net](mailto:tlhancoc@garlandisd.net)

Christine Billingsley  
Texas State University  
512-245-7467  
[cbillingsley@txstate.edu](mailto:cbillingsley@txstate.edu)

Robin Pool  
Pasadena ISD  
713-740-0149  
[rpool@pasadenaisd.org](mailto:rpool@pasadenaisd.org)

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# TESA Area Workshop



UNIVERSITY OF HOUSTON-CLEAR LAKE  
TESA AREA WORKSHOP  
SATURDAY, FEBRUARY 9, 2013 7:30 AM – 4:30 PM

**\*\*DEADLINE TO REGISTER: JANUARY 11, 2013\*\***  
**\*\*PURCHASE ORDERS NOT ACCEPTED\*\***



CONTINENTAL BREAKFAST 7:30 am – 8:00 am		
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OPENING CEREMONY AND KEY NOTE SPEAKER 8:00 am – 8:45 am		
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STEM SESSION 9:00 am – 12:00 pm	STEM Class	
STEM Class: Professional Growth		

BREAKOUT SESSIONS 9:00 am – 12:00 pm	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice
101 Basic Ma and Pa Photography (limited to first 20 registrants)		
102 How to get rid of a pain in the neck!		
103 Healthy Habits Build Healthy Bodies		
104 Publisher Computer Class (limited to first 20 registrants)		

LUNCH 12:00 pm – 1:00 pm		
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BREAKOUT SESSIONS 1:15 pm – 4:15 pm	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice
201 3M Office Products		
202 Google Computer Class (limited to first 20 registrants)		
203 Jumping for Joy		
204 Telephone Skills and Customer Service		

REGISTRATION:		
INCLUDES CONTINENTAL BREAKFAST, LUNCH, AND BREAKOUT SESSIONS	\$35	
STEM CLASS ONLY (LUNCH <b>NOT</b> INCLUDED)	\$35	
STEM CLASS (LUNCH INCLUDED)	\$45	
WORKSHOP/STEM PACKAGE:		
INCLUDES CONTINENTAL BREAKFAST, LUNCH, BREAKOUT SESSION, AND STEM	\$60	
TOTAL		

NAME:	DISTRICT:
POSITION:	ADDRESS:
EMAIL:	CITY/ZIP:
PHONE:	TOTAL PAYMENT ENCLOSED: \$

Mail registration form and payment to:

Terri Culbert, Workshop Co-Chair  
University of Houston-Clear Lake  
2700 Bay Area Boulevard, MC 22  
Houston, Texas 77058  
Email: [culbert@uhcl.edu](mailto:culbert@uhcl.edu)

Debbie McFadden, Workshop Co-Chair  
University of Houston-Clear Lake  
2700 Bay Area Boulevard, MC 415  
Houston, Texas 77058  
Email: [mcfadden@uhcl.edu](mailto:mcfadden@uhcl.edu)



# TESA Area Workshop

**\*\*Please visit UHCL Educational Support Association's website for more information\*\***

<http://prtl.uhcl.edu/portal/page/portal/ESA>

Do you require a special diet? What type? \_\_\_\_\_

## **STEM Class – Professional Growth Plan**

Debbie McFadden, GEOP, GEOE

University of Houston Clear Lake, Executive Secretary for the School of Science and Computer Engineering

Professional Growth Plan is a three-hour TESA STEM session on goal setting. Participants develop personal plans of action for specific goals.

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## **Morning Breakout Sessions 9:00 am – 12:00 pm**

### **Session 101**

#### **Ma and Pa Basic Photography (Limited to first 20)**

Leslie Johnson

University of Houston Clear Lake, Human Sciences and Humanities Faculty

Do you want to create excitement about photographic possibilities? Do you want to build confidence in your photographic and editing skills? Do you want to develop life-long enjoyment of taking photos? Learn the basics of photography including: 1) How to select your camera and gear, 2) Navigating and customizing camera settings, 3) Basics of photography, 4) Use of flash, and 5) Editing software and printing. This class consists of a brief visual presentation and hands-on practice. **PLEASE bring your camera to class!!**

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### **Session 102**

#### **How to get rid of a pain in the neck (No really, if your neck hurts, how good ergonomics might help!)**

Dr. Camille Peres

University of Houston Clear Lake, Human Sciences and Humanities Faculty

Learn about ergonomic basics and how to be more comfortable at your workstation and things to watch out for with some of the newer hand held and touch devices.

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### **Session 103**

#### **Healthy Habits Build Healthy Bodies**

Denise Cazes

University of Houston Clear Lake, Human Sciences and Humanities Faculty

We will explore the role that lifestyle choices play in weight gain and health issues like high blood pressure, high cholesterol, type II diabetes, chronic fatigue and hormone imbalances. We'll do some exercises to help us learn about our behaviors and how they may be contributing to potential health problems. Additionally, stress and the effects it has on our health (and weight) and how to manage it more effectively.

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### **Session 104**

#### **Publisher (limited to first 20)**

David Valde

Support Center Coordinator, University of Houston-Clear Lake

Microsoft Publisher helps you create, personalize, and share a wide range of professional-quality publications with ease. With Publisher, you can easily communicate your message in a variety of publication types, and whether you are creating brochures, newsletters, postcards, greeting cards, or e-mail newsletters, you can deliver high-quality results without having graphic design experience.

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# TESA Area Workshop

## Afternoon Breakout Sessions 1:15 pm – 4:15 pm

### Session 201

#### 3M Office Products

Pamela Wilson

3M Office Supplies Division, Account Representative



Learn about new products for office productivity. The 3M seminar will provide solutions to stay organized with Post-it® and Scotch® products that complement the thinking and workflow process so that you are more productive on the job. The seminar will show you more economical solutions that represent better value and free product offers. The seminar highlights products that are less impactful to the environment. The seminar reveals some of our latest innovative technology in mobile interactive solutions. We will also address some basic ergonomics to help you improve your workstation and the way you work by recommending a change of behavior and/or a product that can help. Come see what is NEW for 2013!

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### Session 202

#### Google Documents with an Emphasis on Goggle Forms

Kaylynn Burns

CCISD, Instructional Technology Specialist

Learn how to use Google Documents. With Google Docs you can create basic documents from scratch or start with a template. The familiar desktop makes editing a breeze. Just click the toolbar buttons to bold, underline, indent, or to change a font or number format, change cell background color and so on. You can easily do all the basics, including making bulleted lists, sorting by columns, adding tables, images, comments, formulas, changing fonts and more. And it's free. Also, you can upload your existing files. Google Docs accepts most popular file formats, including DOC, XLS, ODT, ODS, RTF, CSV, PPT, etc. Forms let you collect information from any-sized group into a single online spreadsheet. **Please create a Google Account prior to class.**

As a preview to the class you may view this video at <http://www.youtube.com/watch?v=IzgaUOW6GIs>.

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### Session 203

#### Jumping for Joy – Learning from the Frogs

Debbie Wade, CEOP, CEOE

Retired Administrative Assistant to the Vice President of Enrollment Services, San Jacinto College District

Leap on in! Join the fun activities as “we stretch our legs” to encourage and support each other to set and reach goals and share in the excitement of life-long learning. This “toad-ally” awesome session will help us “jump for joy” as we celebrate our accomplishments and our positive attitudes about life!

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### Session 203

#### One Ringy – Two Ringy – Telephone Skills and I Have to Be Right – I Am the Customer

Barbara Springer Jennings, CEOP, CEOE

Retired Enrollment Specialist, San Jacinto College District and Deeply Rooted in Professional Development

What happens within the first ten seconds, organizing your conversation, listening, customer relations, typical problems, handling angry callers and proper telephone etiquette in an educational setting. Definition of customer service needs of customers, ways to become a better customer service provider, handling customer complaints, meeting customer expectations, and cost of losing a customer.

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# Save a Tree – Save Your District Dollars!

By Dianne L. Aynes, RHIA, CEOP from Lewisville ISD

Are you inundated with catalogs for folks no longer in your department/on your campus? Do you spend countless hours each month sifting through mail and tossing away/redirecting unwanted/ unneeded mail? Do you have any idea what this repetitive action costs your district?

If you're like me, and have been around a while, you've seen teachers come and go, district officials change positions and eventually retire, and yet their mail continues to arrive on schedule, as if expecting the person to materialize any minute. Sound familiar?

So take a few minutes, drop a quick note to the publisher, save a tree, and save your district much-needed dollars! What would that look like, you ask???

A quick two or three line letter to the catalog's originator is all you need to stop the daily unnecessary mail flooding your desk. I started this when I was a campus secretary (just after the pony express was replaced!). Our teachers moved around, changed positions, retired – and I still received mail for them.

Now, I take tampering with the mail as a VERY serious offense! So, I couldn't just give it to the next teacher, as was suggested,

unless the address label told me to do just that. To save a tree (and my time, the mail carrier's time, etc.), I composed a two line letter, personally addressed a copy to each company, included the mailing label from each catalog (often they are given a code number as reference), and sent them back, providing the replacement teacher's name, if we had one.

What I found was half the mail arriving every day! Half my mail sorting time returned to something more productive. And, can you imagine our district mail carriers' time?

I continue this practice today. As Administrative Assistant to one of the Associate Superintendents, I explain in my "form" letter that my boss isn't the contact person for catalogs. I go a step farther and provide the appropriate person's name and title to whom future catalogs should be sent. And, of course, that all important mailing label!

Yes, it takes my time, but it saves in the long-run. It save the company's mail budget, saves the Post Office time, saves the district mail-carrier's time, saves my future time, saves the custodian's time in recycling all that pretty paper, saves the district money, and saves at least a tree or two! So, I've done my part for smart tax-payer money

management and the environment.

And, lest you think I do this every day, let me set your mind at rest. This is a project I often "hold" on my crazy-busy days, and do at the end of one week day. I process a few letters/catalogs between 4:00-4:30, drop the letters on my way out, and have been productive those last few minutes when my brain is about mush anyway!

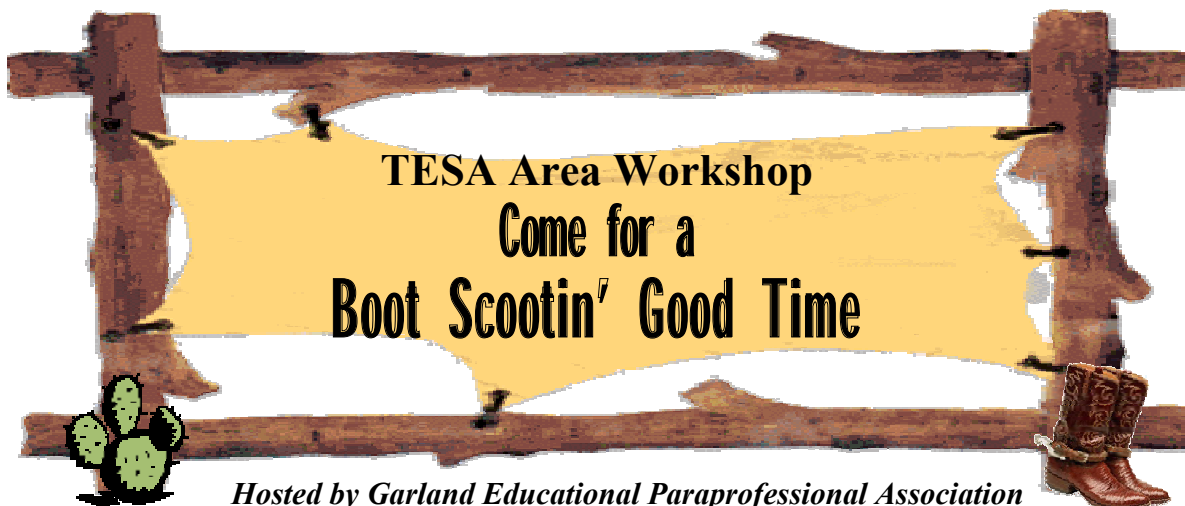
Does this make sense? Will it help save time and money in the future? Can you imagine if every campus/administrative department in every district did this?

Let's do our part for smart fiscal management and the forest! Join me in my quest to reduce the unwanted mail coming through our system daily.

Compose that form letter – holler if I can help!



# TESA Area Workshop



*Hosted by Garland Educational Paraprofessional Association  
&  
Mesquite Educational Paraprofessional Association*

**Saturday, March 23, 2013  
7:30 a.m. – 4:00 p.m.**

**Lakeview High School \*Rowlett Road \*Garland, TX  
(<http://mapq.st/TLWTqr>)  
Mapquest Link**

7:30 a.m.	8:00 a.m.	Registration/Continental Breakfast
8:00 a.m.	8:30 a.m.	General Session
8:30 a.m.	9:30 a.m.	Breakout Session I
10:00 a.m.	11:00 a.m.	Breakout Session II
11:15 a.m.	12:15 p.m.	Lunch (provided with registration)
12:45 p.m.	1:45 p.m.	Breakout Session III
2:15 p.m.	3:15 p.m.	Breakout Session IV
3:35 p.m.	4:00 p.m.	Closing Session

**7:30 a.m. – 3:30 p.m. Vendors**

**Workshop Registration Chairman: Juliana Holmes**

**Garland ISD Technology, Attn: Juliana Holmes  
P.O. Box 469026  
Garland, TX 75046-9026**

Registration form and information are available at [www.tesatexas.org](http://www.tesatexas.org)  
Click on Area Workshops, then on registration information for GESSA/MEPA

**Put on your boots and jeans and come join us for a boot scootin' time.**

*La Quinta Inn & Suites Garland Harbor Point  
375 I-30 East Bobtown Rd. \* Garland, TX 75043 \* 469-429-3339  
**Online at [hotels.com](http://hotels.com) - \$72.00 a night***

For additional information, please contact:

Teena Hancock  
GESSA Workshop Co-Chairman  
[tlhancoc@garlandisd.net](mailto:tlhancoc@garlandisd.net)

Dianne Lemons  
MEPA Workshop Co-Chairman  
[dlemons@mesquiteisd.org](mailto:dlemons@mesquiteisd.org)





## Breakout Sessions

### Session One - 8:30 a.m. - 9:45 a.m.

- Room 1121 - Notary Public Educational Information - Debbie Faires - Mesquite ISD
- Room 1123 - Make & Take Greeting Cards - Diana Daniel (\$5 additional charge for supplies)
- Room 1126 - Beginning Spanish for the Office - Myra Pratz – from SMU
- Room 1128 - 3M Office Supplies - Lance Heldt - 3M Products
- Room 1129 - Bodily Harm: Self Injury - Kelly Smith - Mesquite ISD

### Session Two - 10:00 a.m. - 11:15 a.m.

- Room 1121 - Keep Your Classroom or Desk Organized & Pinteresting - Jennifer Lamb
- Room 1123 - Make & Take Greeting Cards - Diane Daniel (\$5 additional charge for supplies)
- Room 1126 - Notary Public Educational Information - Debbie Faires - Mesquite ISD
- Room 1128 - There is Always Plan B - Cheryl Gregory - Mesquite ISD
- Room 1129 - Suicide: The Warning Signs - Kelly Smith - Mesquite ISD
- Room 1130 - Microsoft Office Tips, Tricks & How-To's - Paula Lambright - Mesquite ISD

### Session Three - 12:45 p.m. - 2:00 p.m.

- Room 1121 - Notary Public Educational Information - Debbie Faires - Mesquite ISD
- Room 1123 - Cupcake Decorating - Carol Terashita (\$5 additional charge for supplies)
- Room 1126 - Beginning Spanish for the Office - Myra Pratz from SMU
- Room 1128 - 3M Office Supplies - Lance Heldt - 3M Products
- Room 1129 - Teaching/Parenting Strong Willed Defiant Children/Teens - Kelly Smith - Mesquite ISD
- Room 1130 - There is Always Plan B - Cheryl Gregory - Mesquite ISD

### Session Four - 2:15 p.m. - 3:30 p.m.

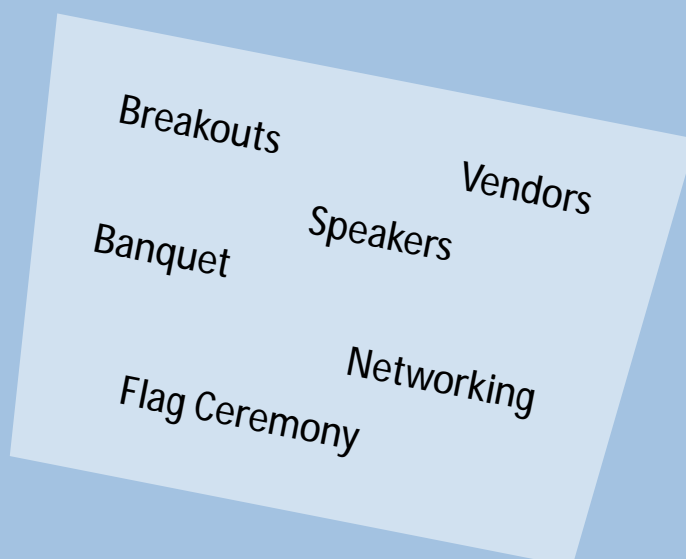
- Room 1121 - Keep Your Classroom or Desk Organized & Pinteresting - Jennifer Lamb
- Room 1123 - Cupcake Decorating - Carol Terashita (\$5 additional charge for supplies)
- Room 1126 - Beginning Spanish for the Office - Myra Pratz from SMU
- Room 1129 - Pulling the Plug on Power Struggles - Kelly Smith - Mesquite ISD
- Room 1130 - Windows 8 - Paula Lambright - Mesquite ISD

# 2013 Summer Work Conference

## Going Home to Austin June 19-22, 2013



# SWC 2013



Omni Austin Hotel Southpark  
4140 Governor's Row  
Austin, Texas

# *2013 Summer Work Conference*

2013 Summer Work Conference  
Omni Austin Hotel at Southpark

Vendor Dates: June 19-21, 2013

\$100 per booth

Please share this information for us!

TESA affiliates/members ~ \$75 per booth

**Calling All Vendors**



Contact:

Debbie McFadden  
SWC Exhibits Chair  
[mcfadden@uhcl.edu](mailto:mcfadden@uhcl.edu)  
for more information







## Affiliate Services

**Keep your Association strong by Booking a Staff Development Session through Affiliate Services**

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<b>Customer Service</b>	<b>How to Handle Change</b>
<b>Time Management</b>	<b>MS Publisher 2010</b>
<b>Office Etiquette</b>	<b>Beginner to Intermediate</b>
<b>Team Building</b>	<b>MS Office 2010 Windows 7</b>
<b>Stress Relief</b>	<b>How to Dress for Success</b>
<b>Organization</b>	<b>Telephone Skills</b>

**Or Custom made presentations to fit your needs**

Application for affiliation can be found on the website: [www.tesatexas.org](http://www.tesatexas.org) under the Affiliate Services tab.

Ruth Lyday, Chairperson Celeste ISD [lydayr@celesteisd.org](mailto:lydayr@celesteisd.org)  
Wanda Honeycutt, Retired, UHCL Part time – [honeycutt@uhcl.edu](mailto:honeycutt@uhcl.edu)  
Sandy Salazar, Mesquite ISD – [ssalazar@mesquiteisd.org](mailto:ssalazar@mesquiteisd.org)

*“Feeling gratitude and not expressing it is like wrapping a present and not giving it.”*

- William Arthur Ward

## University of Houston-Clear Lake Educational Support Association



*Diane Uhlinger, Bridgett Daniels, Arnell Stradley, Darlene Zelenski, Flossie De Souza, and Model Sharon Klein*



*Jodi Rodriguez, Sandy Jennings, Berenice Webster, Rose Kilgore, Model Leanne Howell, and Sondra Padgett*

### First General Session

At the first General Session on September 20, 2013, ESA welcomed several new members, presented upcoming events, and fundraisers for the year. Also, the members engaged in a team building exercise. The members were divided into teams with the task of creating a wedding dress using only toilet paper. The groups worked well together collaboratively learning how to perform a given task with minimal resources and time! Check out our teams and their fashionable models!

### Focus on Networking and Professional Development

With ESA's primary focus on networking and professional development, the training committee has been asked to plan several class opportunities. Kick-off will be Debbie McFadden's three-hour presentation on "Your Professional Development Travel Plans". Additional in-house computer training classes and STEM classes will be offered in the spring. Also, an UHCL ESA hosted TESA Area Workshop was announced for February 9, 2013. The workshop will offer several opportunities for professional development in three hour sessions.

### UHCL ESA Supervisor of the Year Luncheon

On October 9, 2012, UHCL ESA members honored their supervisors at a luncheon with BBQ and all the "fixings" with UHCL President Dr. Staples and HR Executive Director Katherine Justice were among our special guests. Dr. Zbigniew Czajkiewicz, Dean of the School of Science and Computer Engineering (SCE), was selected as Supervisor of the Year. Dr. Czajkiewicz, Debbie McFadden's supervisor, has been with UHCL for three years and is very supportive of training for SCE staff and involvement with TESA and ESA.



UHCL ESA President Margaret Garcia with Supervisor of the Year, Dean Czajkiewicz!



ESA members and guest enjoyed the barbecue and special celebration cake.



### Supervisors Honored

*Front row: Pat Cuchens, Susanne Clark, Jodi Thomas, Johnny Young, Rosie Pineda, Katherine Justice, and Sonya Fairbanks. Back Row: Dr. Staples, Richard Adams, Mary Ann Shallberg, Linda Hamilton, Larry Rohde, Margaret Lampton, and Zbigniew Czajkiewicz*

# Happy Winter to Everyone!!

Submitted by Carroll Harkins, Spring Branch Educational Support Association (SBESA) Newsletter Editor

**It is finally a little cooler and the Texans are a winning team!! GO TEXANS!** Our back-to-school kickoff on September 22nd was amazing. We had a great turnout, enjoyed some delicious kolaches and met many new members. Cheryl Jeffers and Marquita Neumann did wonderful presentations on becoming better organized and using Microsoft Outlook more effectively. Everyone really enjoyed the classes and it was fun to learn and grow professionally together. We received many compliments on this staff development. Many thanks to Cheryl & Marquita for contributing their time and expertise!

We are excited to be joining forces with the Special Olympics again as part of our Outreach efforts. On November 10th we

will be helping Special Olympics at a volleyball tournament. We are delighted to be able to give back to the community in such a meaningful way.

SBESA members will be ringing in the holidays with a gathering in our fantastic Guthrie Center, a culinary arts center, on December 13th. The culinary arts students have promised some tasty treats. Admission to this fun gathering is just a couple of canned goods for a local food bank. And the white elephant gift exchange is sure to bring lots of laughs.

Our annual FUN Raiser Night (FKA: Bosses' Night) is scheduled for Thursday, February 21. All the money raised in our live and silent auctions at the FUN Raiser

Night goes to scholarships! We are proud to support the Spring Branch ISD T-2-4 plan by providing scholarships for students in our district. Did you know... SBESA has awarded \$20,000 to graduating seniors in just the last five years!

We are off to a great start this year and our membership drive is in full swing. Our theme this year is PEACE – Purposefully Embracing All Circumstances Everyday. We wish all of our sister associations a very PEACE-ful year ahead!

**Shirley Labiosa**, President  
Spring Branch Educational  
Support Association

## Pasadena Association of Educational Office Personnel (PAEOP)



*Renea Ivy-Sims  
Associate Superintendent -  
Communications and  
Community Relations  
Pasadena ISD*

PAEOP board, and special guest speaker, Renea Ivy-Sims, Associate Superintendent – Communications and Community Relations. She did a great job informing us about what an impact we have on others....

The Pasadena Association of Educational Office Personnel (PAEOP) held their welcome back meeting in October. The meeting included lots of door prizes, a dinner

hosted by the

Our family; Our job; and Our world. Who do you IMPACT? What do you IMPACT? As a paraprofessional - you are the "Front Line" on your campus or for your department - you have an IMPACT on your fellow PISD employees, parents, and community. Your IMPACT affects: Staff morale; Student motivation; Parent confidence; and Community support. Make your IMPACT - Unmistakably POSITIVE!

November will find us hosting our craft night where we will "Craft Ourselves Stress Free!" while making 3 beautiful necklaces that we can keep, or give as gifts. In November, we will begin our Biggest Loser challenge. Members will pay an entrance fee of

\$20, as long as they lose, they pay no more money, and on the other hand if they lose big, they could win the monthly payout and be in line to win the big payout in May!

We will wind up 2012 in December with our annual "Caring and Sharing" meeting where we will be donating items to The Bridge, (a comprehensive crisis intervention agency in Pasadena offering services to survivors of domestic and sexual violence as well as homelessness), learning about their organization, having dinner, and playing the ever popular 'Wright Family Christmas' gift card exchange (which has become a PAEOP tradition).



## RIO GRANDE VALLEY EDUCATIONAL SUPPORT STAFF ASSOCIATION (VESA)

### Outstanding Support Staff Member of the Year

Rio Grande Valley Educational Support Staff Association (VESA) started off its year in Weslaco ISD. The first meeting was hosted by the Weslaco ISD VESA members on Thursday, September 13, 2012. Members were welcomed by Dr. Ruben Alejandro, Weslaco ISD Superintendent.

On the agenda for the first meeting was the announcement of the 2012 Outstanding Support Staff Member of the Year. Our winner was San Juanita (Janie) Garcia from Rio Grande City CISD. Janie is a current VESA, TESA and NAEOP member. She has served on the fundraising committee as a member and also as chairperson. Janie is always willing to go above and beyond to help our organization and it is for this reason that she was nominated for this honor. Janie is married and has 4 children.

Our second meeting of the year took us to South Texas ISD on October 11, 2012. South Texas ISD VESA members hosted this meeting. Special guest at our October meeting was Dr. Marla Guerra, South Texas ISD Superintendent, who also welcomed us to her district and thanked us for the hard work that we do for all our bosses. We will continue our travels to the other end

of the valley on November 8, 2012, where the Mission, CISD, and VESA members will host our November meeting.

Discussion and planning for our annual fundraiser and annual Bosses Banquet have been taking place at our monthly meetings, among other important items.

The purpose and aim of VESA is to improve the standards of our group through study and professional growth, to promote fellowship, to increase intelligent interest in school and community relationships, and to render an excellent and more efficient service to our schools.

Support staff or instructional assistants employed in an educational system in the Rio Grande Valley shall be eligible for active membership in VESA upon the payment of dues. VESA is an organization that has members from several Rio Grande Valley districts. Districts that are currently members of VESA are: Rio Grande City CISD, Mission CISD, McAllen ISD, Donna ISD, Weslaco ISD, Mercedes ISD and South Texas ISD. We are always accepting new members, from these



districts or any other Valley district.

Meetings are held on the 2nd Thursday of each month and are hosted by the VESA members of the respective school districts.



*LCESA Members, Stephaney Davis and Veronica Chavarria.*

### LCESA Update

Lamar Consolidated Educational Secretaries Association (LCESA) began its annual Butter Braid sale on October 9th by distributing order forms at the October luncheon. The Butter Braid sale is a huge fundraiser for LCESA, and helps support the budget of the organization which includes scholarships to Lamar Consolidated ISD students and donations to area charities.

LCESA hosted two STEM classes on October 20th, and is looking forward to its November Staff Development on "Records Retention". LCESA is pleased that several of its own members including Kendra Ramirez, Melissa Rodriguez, Becky Melendez, and Susie Ortiz will be presenting this class.



## Affiliates in Action

### Alvin Community College AEOP

For the last two years, Alvin Community College Association of Educational Office Professionals (ACCAEOP) has participated in the Tour de Braz. This does not mean we get all sweaty and ride bikes with one inch seats on the back roads of Brazoria County. No, on the contrary, we diligently sanitize oranges before we slice

them into delectable cubes. We place cookies and crackers out, slice bananas and pickles in half. We make Gatorade by the gallons. We ice down the water. We prepare all the delicacies a rider needs to quench his thirst and hunger to finish the race. We do all this but what we truly enjoy is providing the biggest smile and

encouragement for the riders. In turn, ACCAEOP will receive a \$200 donation from the Tour de Braz. ACCAEOP participates in this community event as a scholarship fundraiser in order to give back to our students. It's a win-win!



*Tour de Braz participants take a break to enjoy the delicacies prepared by ACCAEOP members.*



*Pictured from left to right are Patty Balderas, Sheila Jones, Karen Morgan, Julie Kellagher, and Anna Oskerson.*

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# Channelview ESA Gaining Strength through Professional Development

Submitted by Darcy Blackstock, Treasurer

The Channelview Educational Support Staff Association (CESA) began its year with an increased focus on offering personal and professional development sessions at each meeting.

At the October 24, 2012 meeting we celebrated Breast Cancer Awareness month with a presentation from Ms. Dana Duckworth, RN. Staying at a healthy weight, being physically active, and limiting how much alcohol you drink can help reduce your risk of breast cancer. Regular screening can often find breast cancer early when treatments are more likely to be successful. Nurse Duckworth also provided valuable information about cancer screening, pre-

vention, early detection and other helpful resources.

The agenda for our November 28, 2012 meeting focused on professional training to strengthen our commitment to put an end to bullying in our schools. Aguirre Junior High At-Risk Facilitator, Doris Graves, provided an in-depth look at the aspects, consequences and preventative measures our District is taking in the stand against bullying. Research indicates that most victims of bullying in schools are too meek to take matters into their own hands. However, in recent years we have witnessed tragedies as victims reached critical limits. A study showed that 60% of identified bullies dur-

ing their grade 6-9 years eventually got involved in at least one criminal conviction by age 24. Clearly it is a problem that builds to later consequences and if each school district strives to be vigilant enough to detect the presence of the problem and strong in their resolve to discipline the perpetrators, bullying prevention can come into fruition.

Plans are well underway for 2013 as the CESA Officers work together to bring more opportunities to plant seeds and continue to grow in our personal and professional strengths.



*Ms. Dana Duckworth, RN, served as our October Professional Development Consultant*



*Ms. Doris Graves, At-Risk Facilitator, served as our November Professional Development Consultant*



## PROCLAMATION

**Whereas,** the Texas Educational Support Staff Association (TESA) supports professional growth and recognition of achievements of the educational office professional.

**Whereas,** the Certified Educational Office Professional (CEOP) distinction is bestowed upon a TESA member completing the Staff Training for Effective Management (STEM) program.

**Whereas,** it is with great pride that TESA wishes to recognize the contributions and prestigious achievement of this educational office professional by declaring a special day to honor all current CEOP recipients.

**Now, Therefore,** I, Pat Crawford, serving as the 2012-2013 TESA President, do hereby proclaim, Wednesday, April 24, 2013, as CEOP Recognition Day.

I urge that we observe this day by taking time to recognize and acknowledge the importance of the Certified Educational Office Professional in our public/private schools.

Signed this 14th day of December, 2012

