

VOLUME LXIV, NUMBER 2 - WINTER 2014

the TESA CONNECTION

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



*TESA - Your "Ride" to
Professional Success!*

President's Message



Patti A. Walling
President

It is very hard to believe that we are at the half-way point for this school year. Gosh, time surely has been flying by. I hope that everyone had a very blessed, restful, and enjoyable holiday, and Happy New Year!

TESA President-Elect, Debbie McFadden, and I have been very busy coordinating the TESA organization in preparation for the second half of our year together. There are several exciting TESA activities coming up for continuing our "Ride to Professional Success". There is one TESA Area Workshops scheduled:

April 5, 2014 - hosted by Lamar Consolidated ISD

You will certainly not want to miss the opportunity to attend this area workshop as it is very much like a "mini-conference." You will be able to choose from informative breakout sessions and/or STEM classes for the Certified Educational Office Professional (CEOP) certification or recertification. Area Workshops are also an excellent venue for meeting new friends and networking with TESA members from all over the State of Texas! Please take a look at the TESA website (www.tesatexas.org) for registration forms and information flyers.

There is still a need for volunteers for next year, so please take a look at the "Assisting TESA in 2014-2015" form in this magazine issue and, it is on the TESA website as well. If you want to be more involved in our fabulous organization, but you are not quite ready for being on a committee or for running on the ballot for a TESA officer position, this is the perfect opportunity for you to get going with a very worthwhile endeavor. TESA needs you and you need TESA!

Another important date to remember is February 15 which is the nomination deadline for Administrator of the Year, Nelda Van Dyke Administrative Assistant of the Year, submission for Newsletter and Yearbook awards and TESA scholarships. This magazine issue and TESA website have important information and the appropriate forms.

The TESA Summer Work Conference will happen June 24-28, 2014. It will be held at the Omni Southpark Austin Hotel, Austin, Texas. Darcy Blackstock – SWC Chairman, Sherry Gray - SWC Registration Chair, Jennifer Lamb - SWC Exhibits Chair, and Mary Flores – SWC Social Chair have been diligently working to plan a first class conference experience for TESA members. Registration for the conference will be available on the TESA website on or before March 15, 2014. I hope that you already have the conference on your calendar and that you are ready to roll on into Austin in June! There will be so many learning opportunities, networking, and fun galore. There are some surprises that the conference committee is planning. You don't want to miss out on this!

Please do not hesitate to contact any members of the 2013-2014 TESA Executive Board with any questions that you may have. Each and every one of us is here to assist you and your local organizations. I am very happy and still most honored to serve as the President of this great organization this year.

I applaud each of you for deciding to do something for yourself and for your professional success by being part of TESA!

Sincerely,

Patti A. Walling

TESA President 2013-2014



Letter from the Editor & Table of Contents

From the Editor

It's hard to believe it's already time for our Winter Connection. This is the season for hibernation and cold weather, but as you will see inside this edition of the Connection, our Affiliates have been busy.

We want to recognize all of the wonderful things they are doing, from fundraisers for High School scholarships, recognizing bosses and supervisors on Bosses Day, to assisting a "New Begin-

ning Center" with much needed items, just to name a few.

You can tell by the smiles on their faces that a great time was had by all as they worked together for a common goal. As we follow Patti's theme throughout the year, "TESA – Your 'Ride' to Professional Success", let's remember these accomplishments and successes. Who knows, you may find ideas your own Affiliate can use in the coming year.

We hope to see many more articles from you in the near future. Stay warm and remember Spring Edition will be coming soon.



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TESA Past Presidents Association

by Gerald Wharton, Grapevine – Colleyville ISD



Do you love the beach? Do you love a crowded house? How about fun and food? That is just what the TESA Past Presidents were looking for, a great retreat. We rented a beautiful house on Galveston Island near the beach, the last weekend of September. The location was beautiful and peaceful, with the sound of the surf and gentle (and not so gentle) gulf breezes. It was almost paradise.

Eleven TESA Past Presidents attended the retreat: Marilyn James (90-91), Debbie Wade (01-02), Peggy Hudson (02-03), Linda Sockwell (04-05), Jana Worthington (05-06), Barbara Jennings (06-07), Phyllis Hyden (07-08), Gerald Wharton (09-10), Wendy Klentzman (10-11), Sue Hand (11-12) and Pat Crawford (12-13).

We all made our way onto the island one Friday afternoon. We picked our spots and settled in, then gathered on the deck to visit, catch-up, and enjoy the sound of the surf. Some of our Houston-area members prepared a great home-cooked meal of Catalina Cranberry Chicken, Easy Potatoes, and Marinated Vegetable Salad. We made cute Christmas ornaments, to commemorate our weekend, then finished the evening with more visiting. After that it was time to turn in. Four members shared a room with two bunk beds. Not sure they made it to the top bunk, as one was sleeping on the couch and a second pulled out a trundle bed and slept on the floor. We are never too old to adapt and be flexible.

Did you ever make an omelet using a freezer bag and boiling water? My group provided breakfast Saturday morning. We got up early, chopped various vegetables, grated cheese, etc. and got very large pots of water boiling. Everyone was given a freezer bag, cracked two eggs in each bag, and then beat the eggs. We added the desired vegetables and meat, and then the bag went in the boiling water for 12 minutes. What

a great and fun breakfast.

Next we were off to Galveston to see the sights. Would any retreat be successful without shopping? The city has made great strides in recovering from the hurricane. One neighborhood turned broken tree stumps into works of art. Each owner selected a motif that fit the property or a fantasy. There were mermaids, dolphins, dogs, flowers, a Geisha, children being read to on a school playground, etc. What a lovely idea. We all returned to our sea side get-away to discuss what we had seen and done and do a little business. We drew the names of six TESA members who renewed their memberships by September 1. Our Past President association will pay their 2014-2015 TESA membership, as a reward for renewing their memberships early. After business concluded it was time to head off to dinner at a local Italian restaurant, then we finished the evening playing games.

Sunday morning provided another gourmet experience; Crème Brulee French Toast (delicious!!), and Mimosas. Final group pictures were taken, we packed and cleaned up and said our goodbyes. What other exciting location will we meet at next year?

TESA Past Presidents



On the beach



View of the Gulf from the deck



Making Christmas ornaments



Tree trunk carved into dolphins



Tree trunk carved in elementary playground

Dates to Remember

| | | |
|--------------------------|----------------------|--------------------|
| February 1, 2014 | San Jacinto College | TESA Area Workshop |
| February 15, 2014 | Online Voting Begins | |
| February 17, 2014 | TESA Office Closed | President's Day |
| February 25, 2014 | Awards, Scholarships | Deadline |
| April 5, 2014 | Lamar Consolidated | TESA Area Workshop |

Bea Crawford Cooper Angevine

By Marilyn James, CEOE, CEOP, TESA President 1990-91



Bea Crawford Cooper Angevine, TESA President 1983-84, passed away September 8, 2013. Bea was TESA's 32nd president. Bea worked for Ector County ISD in Odessa for 28 years. When President Walling asked me to write an article on Bea, I immediately thought of the article that Bea had written for the TESA 50th Anniversary booklet, when TESA presidents were asked to write about their year as president. Here is what Bea wrote for her year, 1983-84.

"The year was 1983, and I had been elected president of the Texas Educational Secretaries Association. My theme was "Opportunity Knocks Education Answers." I realized from the beginning what an opportunity it would be for me, but there was no way I could imagine the education that I would be receiving from this experience. I believe the reason TESA had such a successful year was due to the excellent support I received from the officers, and the participation of all the members. The Professional Growth Committee was made up of intellect, experience, and talent. TESA owes much to these ladies, *Martha Nicholas, *Joyce Francis, *Sarah Hargrove, and Nelda Van Dyke. (*Deceased)

There were several events that stand out in my mind. Two associations, Odessa and Dickinson, hosted my reception, there were ten area workshops scheduled, and we had entertainment at the President's Luncheon for the first time. The one thing I am most proud of is that we obtained over 5,000 in membership that year, and the Professional Growth Committee purchased the first computer for the TESA Office. My sincere thanks goes to everyone who contributed to TESA in 1983-84."

I remember that Bea wore a neck brace to the Summer Work Conference and she met and greeted every TESA member as they arrived at the Palmer Auditorium. Bea will be missed.

Helen Marie Kettler

January 21, 1953 – January 22, 2014



Helen Marie Kettler, age 61 of Alvin, Texas passed away Wednesday, January 22, 2014 at Clear Lake Regional Medical Center, Webster, Texas. Helen was born on January 21, 1953 in Texas City, Texas and was a lifetime resident of Alvin. She graduated from Alvin High School in 1975 and worked as an accounting specialist for Alvin Community College. Helen loved TESA with all her heart and was serving on the 2013-2014 Board as Member-at-Large, Nominations.

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, 2014**



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. Enter must be duplicate of one actually distributed to association membership.

Yearbook Award

Open to all current affiliates. Enter must be duplicate of one actually 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:

Teena Hancock, CEOP, CEOE

Chairman

Garland ISD

tlhancoc@garlandisd.net

Ofelia Barron, CEOP

Committee

Donna ISD

obarron@donnisd.net

Donna Sears

Committee

Cedar Hill ISD

Donna.sears@chisd.net





Texas Educational Support Staff Association, Inc.

Assisting TESA in 2014 – 2015

TESA needs members who are enthusiastic about the Association and are willing to give of their time and talents by helping behind the scenes. Let us know what you would like to do by completing the following information below and returning to Debbie McFadden, President-Elect (contact information below.)

Please Print Clearly or Type Form

Name: _____

Address: _____

City/Zip: _____

District/College/University/ESC: _____

Current Job Position (District/College/University/ESC): _____

☐ Elementary ☐ Secondary ☐ Administrative ☐ Higher Education ☐ Education Service Center (ESC)

Home Phone: () _____ Work Phone: () _____

Fax #: () _____ Cell Phone: () _____

Work Email: _____ Home Email: _____

Number of Years TESA Member: _____ CEOP: Yes / No _____

I would prefer to be contacted or receive information at: ☐ Home address ☐ Work address

Tell us where your talents lie and how/where you would like to assist TESA: creating flyers/forms, presenting a session at SWC, facilitator at SWC, making phone calls, sending emails/letters, other areas

Please complete and forward to:

Debbie McFadden
President-Elect
mcfadden@uhcl.edu
2700 Nay Area Blvd.
Houston 77058

STEM Calendar

| Date | Class | Host | Contact |
|----------------------|---------------------------------|---------------------------|-----------------|
| February 2014 | | | |
| 1 | Assertiveness Training** | San Jacinto College | Linda Whitfield |
| 8 | Interpersonal Communication | Garland ISD | Teena Hancock |
| 11 | Effective Office Practices | Spring Branch ISD | Becky Wuerth |
| 19 | Assisting Difficult People | University of Houston C L | Wanda Honeycutt |
| 22 | Professional Growth Plan | Lamar CISD | Eva Zamora |
| 22 | Profile for Success | Mesquite ISD | Debbie Fairies |
| March 2014 | | | |
| 5 | Leadership Training/Team Bldg. | University of Houston C L | Wanda Honeycutt |
| 6 | Professional Growth Plan | Garland ISD | Teena Hancock |
| 29 | Business Grammar/Letter Writing | Mesquite ISD | Debbie Fairies |
| April 2014 | | | |
| 3 | Customer Service | Garland ISD | Teena Hancock |
| 8 | Professional Growth Plan | Spring Branch ISD | Becky Wuerth |

"MINI"

Google says it is a tiny car.

Webster says it is something that is small in comparison with other things of its type.

TESA says it is the STEM Consultant Training that will be part of the 2014 Summer Work Conference.

Watch www.tesatexas.org for more information.

TESA Volunteer Form

Committee Members Still Needed



Insert
Photo
Here

Texas Educational Support Staff Association, Inc. Volunteering for TESA for 2014 – 2015

TESA needs candidates who are enthusiastic about the Association, have effective leadership qualities, and are interested in serving as an officer or on a committee. Please complete the following questionnaire and return by **March 15, 2014** to Debbie McFadden, President-Elect (contact information below).

Please Print Clearly or Type Form

Name: _____

Address: _____

City / Zip: _____

District/College/University/ESC: _____

Current Job Position (District/College/University/ESC): _____

☐ Elementary ☐ Secondary ☐ Administrative ☐ Higher Education ☐ Education Service Center (ESC)

Home Phone: () _____ Work Phone: () _____

Fax #: () _____ Cell Phone: () _____

Work Email: _____ Home Email: _____

Number of Years TESA Member: _____ CEOP: Yes / No _____

I would prefer to be contacted or receive information at ☐ Home address ☐ Work address

I would like to serve TESA because:

I would bring the following expertise to TESA:

Favorite Quote:

I would be interested in serving:

☐ On a Committee (specify) _____

☐ As a Committee Chairman (specify) _____

☐ As an Elected Officer (specify) _____



TESA Volunteer Form

Volunteering for TESA

| | TESA Events Attended | | |
|------------------------|-----------------------------|-------|--|
| | Number | Date | Please enter the number of events attended and the date of the most recent |
| Area Workshop | _____ | _____ | |
| Summer Work Conference | _____ | _____ | |
| Fall Work Conference | _____ | _____ | |

| Local Association Office / Committee Served | | | |
|--|----------------|-------|----------------|
| Year | Committee Name | Year | Committee Name |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| TESA Committee(s) Served | | | |
|---------------------------------|----------------|-------|----------------|
| Year | Committee Name | Year | Committee Name |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| TESA Committee(s) Chaired | | | |
|----------------------------------|---------------|-------|----------------|
| Year | Position Held | Year | Committee Name |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| TESA Office(s) Held – Elected and Appointed | | | |
|--|---------------|-------|---------------|
| Year | Position Held | Year | Position Held |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| NAEOP Office(s) Held and Committee(s) Chaired and/or Served | | | |
|--|---------------|-------|---------------|
| Year | Position Held | Year | Position Held |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| Staff Training for Effective Management (STEM) | | | |
|---|----------|------------|----------|
| | Yes / No | | Yes / No |
| Training Started? | _____ | Completed? | _____ |



TESA Volunteer Form

TRAVEL INFORMATION

Once elected and traveling for TESA would you most likely drive or fly? _____

If flying, which airport is most acceptable to you? _____

Supervisors

Superintendent/President/Chancellor/ESC

Director:

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Immediate Supervisor: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Additional

Supervisor:

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Please Complete and forward the entire form no later than **March 15, 2014**

Debbie McFadden
President-Elect
mcfadden@uhcl.edu
2700 Nay Area Blvd.
Houston 77058



TESA Affiliation Application

Texas Educational Support Staff Association 1460 E. Whitestone Blvd., Ste. 175, Cedar Park, TX 78613

APPLICATION FOR AFFILIATION

1. Please type all information.
2. Affiliation year is August 1-July 31.
3. Affiliation is \$15.00 plus 25 cents per member for each local member of the preceding year.
4. New associations will pay \$15.00 plus 25 cents per charter member.
5. President and three (3) members (minimum) must be members of TESA.
6. Copy of constitution and by-laws must be attached if you are a new association or if any revisions have been made.

Affiliation Year 20____ - 20____ Association is (check one) [] New [] Renewal

Full Name of Association _____

Name of President _____

Address _____ City _____ ZIP _____

Telephone Work () _____ Home () _____

E-mail: _____

Term of Office Begins _____ Ends _____

Other TESA members in association (to meet affiliation requirements):

Name Address

Membership status **as of July 31:**

of Members ____ # of TESA Members ____ # of NAEOP Members ____ # Potential Membership ____

If the association includes more than one school district, please list:

Send affiliation application and fee to:

Affiliation fee:

\$15.00

TESA, 1460 E. Whitestone Blvd., Ste. 175
Cedar Park, TX 78613

Association members x .25

Total amount enclosed

We affirm that the above information is correct to the best of our knowledge.

Signature of President

Date



Signature of Treasurer

Date

Please make a copy for your files



TESA Membership Application

| Texas Educational Support Staff Association, Inc. | | |
|---|---|---|
| Membership Application | | |
| 2013-2014 | | |
|  |  | |
| Name (Last/First/Middle): | Membership #: | |
| Name of Institution (if seeking Institutional Membership): | | |
| Current mailing address: | | |
| City/State/Zip Code: | | |
| Work Phone #: | Home Phone #: | Cell Phone #: |
| Work e-mail address: | | |
| Personal e-mail address: | | |
| Employed by: | | |
| Name of Local TESA Affiliate: (if applicable) | | |
| <input type="checkbox"/> New Membership (\$35) | <input type="checkbox"/> Renewal (\$35) | <input type="checkbox"/> Associate (\$35) |
| <input type="checkbox"/> Retired (\$17.50) | <input type="checkbox"/> Institutional | |
| <input type="checkbox"/> Higher Education | <input type="checkbox"/> Education Service Center | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Secondary | <input type="checkbox"/> Elementary | <input type="checkbox"/> Other (_____) |
| Referred by: | | |
| Name change/Address Change Information: | | |
| Are you a member of NAEOP? : <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Complete form and mail with your payment to: | | |
| TESA, 1460 E. Whitestone Blvd., Suite 175, Cedar Park, TX 78613 | | |
| Renew online at: www.tesatexas.org | | |
| Dues paid to Texas Educational Support Staff Association, Inc. are not tax deductible as charitable contributions for federal income tax purposes. However, they may be tax deductible as an ordinary and necessary business expense. Consult your tax advisor. | | |

REASONS for Joining TESA

Responsibility - It is your personal responsibility to see that our profession goes forward in education. Education is changing as our work is. We need to accept this responsibility of adapting to these changes

Expectation - We can reach our expectations through our united efforts. Our goal to be recognized as professionals can best be reached through our Association

Advancement - Our advancement in professional status can best be pushed through joint effort. Other associations have demonstrated the need to have a strong association. Only through your efforts can we have a strong Association.

Satisfaction - TESA creates wider horizons and broader views for all members. The personal satisfaction a member can find in working with such a group is beyond measure.

Opportunity - There is an opportunity for YOU, each and every one of YOU, to help TESA reach its goals. ONLY YOU have the opportunity to do this.

Need - TESA has a very definite need for you, for your help, and you have a definite need for TESA. Never let it be said that you as an educational secretary or office personnel, are allowed to cry and weep over your position and status if you do not put forth the effort to move.





Membership Services



Yes, **YOU!**

TESA needs you to join or renew your membership **NOW!**

Join us on a ***"Ride" to Professional Success!***
and help make a difference in TESA.

Why should YOU join?

- Professional growth through STEM Classes, Area Workshops and Summer Work Conference
- Four (4) issues of the TESA Connection, the official publication of TESA
- TESA web site at www.tesatexas.org for up-to-date information
- Meeting other individuals who work in the same field/department as you do and sharing ideas and building lasting relationships

Become a member **NOW** and have your name entered in a raffle to get your 2014-2015 TESA Membership dues paid.

Eligibility requirements:

- Must renew by **January 31, 2014**
- Former TESA members are eligible if they were not a member for the past 2 years (2011-2012 & 2012-2013)



Drawings

**CAN'T DO IT
WITHOUT YOU**

Get out there and recruit a new TESA member!

Recruit a new member or an inactive member (*2 or more years*) and be entered in a raffle for a chance to win a 2-night stay at the OMNI Corpus Christi hotel. (*Your name will be entered as many times as the number of recruits you have [1 recruit - 1 chance, 3 recruits - 3 chances, etc.]*)

Eligibility requirements:

- New or inactive members must renew by March 31, 2014 in order for you to qualify for this raffle.



Lisa E. Gonzalez, CEOP

2nd Vice President, Membership Chairperson
Donna ISD

lgonzalez@donnaisd.net

Wanda Honeycutt, CEOP, Higher Education Council, Retired UHCL – honeycutt@uhcl.edu

Barbara Johnson, Administrative Council, Lamar CISD – bajohnson@lcisd.org

Ruth Lyday, CEOP, Education Service Center Council, Region 10 ESC – ruth.lyday@region10.org

Ernestina "Tina" Martinez, - Secondary Council, Killeen ISD – ernestina.martinez@killeenisd.org

Bettye Ruth Wilson, CEOP, Elementary Council, Lubbock ISD – bwilson@lubbockisd.org

Application for membership can be found on the next page or you can renew online at : www.tesatexas.org.



TESA Area Workshop



B L O O M
where you are planted.

APRIL 5, 2014
SAVE THE DATE

TESA AREA WORKSHOP

Make plans now to join Lamar Consolidated Educational Secretaries' Association, LCESA, on this Saturday for networking with the finest education professionals within TEXAS. The Keynote Speaker will be the spark to ignite the endless possibilities available to all participants.

Take a break, attend our Workshop and help yourself **B L O O M** on *Your "Ride" To Professional Success* with President Walling.



**Three Hour
Break Out Sessions**

**STEM Classes
CEOP Training**

Technology

**Complete list of
class descriptions
on line very soon**

Raffles & Door Prizes

CO-CHAIRS

Marie Enax, CEOP
enax@lcisd.org

Sue Hand, CEOP
lhand@lcisd.org

Why Join A Professional Affiliation?

By Terri Culbert, UHCL Sr. Secretary

Affiliation Membership:

If you are interested in developing your career, joining a professional affiliation is a terrific way to start. You can find affiliations for almost every profession, hobby, or area of interest. Many affiliations have local, state, and national chapters available to join. An affiliation is a collection of individuals who interact, cooperate, stimulate, and collaborate together creating an enhanced effect where the whole is greater than the sum of the parts. So how does becoming an affiliation help to further your career goals? Here are some benefits of joining an association.

Create and Strengthen Your Professional Network:

For many individuals creating and strengthening professional relationships is essential to their career, and joining a group allows you to have a sense of security and trust. From this basis, you are able to support, guide, and assist one another in reaching your professional goals. Affiliations often sponsor a variety of events throughout the year that promote peer connections. These events foster opportunities to share expertise, ask for advice, make contributions, volunteer talents, and become a committee or board member. Since most affiliations have a local, state, and national conference,

you can actively participate and take advantage of the opportunity to learn current best practices, acquire new or updated knowledge, delve into leading edge technology and applications, listen to pivotal leaders within your field, as well as brainstorm with others. Another benefit of creating and strengthening your professional network is that you may find a mentor to help you with professional questions, concerns, needs, etc. or you may find yourself in the position of becoming a mentor to someone else. Giving back to your profession by mentoring others can be one of the most beneficial and rewarding experiences of your career. Also, active participation in surveys, chat rooms, lunch and learn meetings, or discussion groups sponsored by your affiliation is an excellent way to grow and develop your professional network. This allows you to utilize your peers as a sounding board. Often lasting friendships are created as you work together trouble-shooting potential problems, exploring similar interests, and bouncing ideas off of one another.

Take Charge of Your Career:

Another important reason to consider membership to a professional affiliation is to take advantage of their career resources. Affiliations distribute information about upcoming courses, seminars, training, and

certification classes that may be suitable for you and your career path. Often these educational opportunities are available at the local, state, and national levels. Many affiliations offer stipends to help cover the cost of advancing your educational goals. And don't forget, listing your affiliation membership and associated credentials on your resume is impressive to your current employer as well as your future employers. The listing shows your dedication to remaining up to date and connected to your profession. Affiliations often acknowledge scholarship with awards for members who have achieved excellence in their profession. Affiliation membership helps you to feel included, connected, and valued as you take charge of your career.

So, whether you are looking to learn about local, state, and national affiliations in your profession, network in your professional community, gain access to current events in your career area, or just have some fun while meeting new people, joining a professional affiliation is a step in the right direction!

NAEOP Membership Application

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 fees 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.

| | | | |
|---|--|------------------|------------------|
| Membership Information: | | | |
| <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



“WHY JOIN AN AFFILIATE OR ASSOCIATION?”

By Debbie McFadden, TESA President-Elect

- *Build relationships and new friends*
- *Networking – sharing ideas, plans and experience by not reinventing the wheel*
- *Interacting with others leads to personal and professional growth*
- *Personal and professional growth:*
 - *Conferences*
 - *Workshops*
 - *STEM Program*
 - *Training*
 - *Build confidence*
- *Serving on Committees*
 - *Enhances leadership skills*
 - *Increases communication skills*
- *Investment in your future*
 - *Stepping stone for advancement*
 - *Learn about jobs before they are posted*
 - *Move ahead in your career with new positions*
- *Opportunity to give back to your school/college/community*

Encourage your friends or co-workers to join your local affiliate and TESA and enjoy the benefits you are experiencing.

What you get from an association, is what you put into it

Affiliate Services



Affiliate Services

Thinking about Booking a Staff Development Session
through Affiliate Services

Session topics available include, but not limited to:

| | |
|------------------|----------------------|
| Customer Service | How to Handle Change |
| Time Management | Communication |
| Office Practices | Goal Setting |
| Team Building | Assertiveness |
| Stress Relief | Professional Image |
| Organization | Telephone Skills |

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Please do not hesitate to contact us

TESA Affiliate Services

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TESA Affiliates \$75

Vendor Dates: June 25 - 27

For more details, contact

Jennifer Lamb

SWC 2014 Exhibits Chair

jlamb@mesquiteisd.org



Irving Association of Educational Office Professionals

by Beth Hindman IAEOP

This year IAEOP (Irving Association of Educational Office Professionals) celebrated Bosses' Day with a State Fair of Texas theme. We encouraged everyone to dress western and our bar-b-que dinner was catered by the Culinary Arts students at one of our campuses. We had a few competitions including a Big Tex Look Alike Contest and a Big Tex Voice Contest. Then, each table was given a Big Tex cutout to dress with the materials they were provided. Everyone had a great time and we got to see the creative side of our administrators.



“Understand that the right to choose your own path is a sacred privilege. Use it. Dwell in possibility.”

- Oprah Winfrey

San Jacinto College Association of Educational Office Personnel

by Donna Cubstead, SJC AEOP Secretary

The San Jacinto College Association of Educational Office Personnel (SJC AEOP) had their first meeting on September 19, 2013. The association had forty-two members in attendance at the meeting along with all 2013-2014 AEOP officers. Past AEOP Presidents Angela Klaus, Debbie Wade, Sherry Gray and Nancy McShane were recognized, along with past TESA President Debbie Wade, and current TESA President, Patti Walling.

Dr. Laurel Williamson, Deputy Chancellor and President of San Jacinto College, and AEOP Advisor gave a presentation entitled “Building Character to Your Destination and

Valuing the Journey”. Her focus was on the following points:

1. Compromise to meet common goals which she linked to our San Jacinto College value Collaboration: We Work Together for the benefit of the college. We need to listen to the ideas and input of others to reach our goals.

2. Frustration, anger, and worry don’t change things which she linked to our San Jacinto college value Integrity: Ethical and Professional. We act in ways which instill confidence and trust.

3. Don’t focus only on the destination of your journey; if you do you will miss the expected outcomes along the way. Don’t get so lost in the dream that you miss what is in front of you.

4. Our destination does not always look like the picture we imagined. Changes in our lives can make the destination have a better outcome and reach a greater future.

5. Once we reach one destination, we must immediately

start a new journey to a new destination. Think about where you want to go next. The college is continually transforming and we don’t know what the future will look like, but it brings opportunities for change and growth to help students meet their goals.

6. Be open to change, engage in the journey, let it build character along the way so you can be a better person and grow.

Sherry Gray, AEOP President, announced that Sherry Boyd, AEOP Historian, will be taking over the SJC AEOP newsletter called the “The Notepad”, which won first place at the 2013 TESA Summer Work Conference and second place at the 2013 National Association of Office Educational Professionals (NAEOP) Conference.

Sherry Gray also discussed the upcoming TESA workshop – “GPS on the Road to Success” that will be hosted at SJC Central on Saturday, February 1, 2013. This workshop will be open to all TESA members state-wide and it will offer STEM classes (TBA), and other professional development workshops that can be utilized towards completing CEOP. This event will also have vendors for shopping and door prize giveaways.



SJC AEOP Officers: Sherry Gray – President, Bea Rodriguez – 1st Vice-President, Dedra White – 2nd Vice-President, Donna Cubstead – Secretary, Susan Sowell – Treasurer, Sherry Boyd – Historian, Sandra Curry – Chaplain, Angela Klaus – Parliamentarian



SJC AEOP hosted a Bosses Appreciation Luncheon on October 17, 2013. The event was organized by Angela Klaus, Parlia-

mentarian, and her committee. We had 118 in attendance. Ann Tate, Director of the Center for Excellence in Teaching and Learning was recognized as the 2013-2014 SJC AEOP Boss of the Year. Ann has supported SJC AEOP and TESA members by bringing in STEM classes as professional development workshops for our staff, which has helped many San Jacinto College staff to achieve their CEOP in summer 2014 at the TESA Conference. Ron Klinger, Associate Director of Organizational Development at the University of Houston-Clear Lake, was

the keynote speaker and he spoke on "Keys, Buckets, and Milestones for Your Journey".

SJC AEOP held a community service fundraiser, which raised \$463 to help Lucero Leal. Lucero is a student in the San Jacinto College Pharmacy Tech Program. The small mobile home that she lived in with her parents was destroyed in a recent fire in Pasadena, TX. The family lost everything and is having to start over. We are still working with this family to try to help meet their other needs.

Galena Park Educational Paraprofessionals Association

Every year GPEPA holds an Annual Awards Banquet in May to recognize their student scholarship winners and also a Career Scholarship to a local member. The installation of officers for the term of two years are also installed at this time every other year. These are the current officers: left to right; Lynn Nutt, Treasurer, Ruby Tibbs, Parliamentarian, Anay Ortiz, Historian, Sara Salazar, Vice President, Janet Sholar President Elect and Mary Flores, Secretary.



President Teresa Espino is pictured presenting Lynn Nutt with the "Paraprofessional of the Year" award.



Garland Educational Support Staff Association

Is service oriented this year! First Service project this year is underway...

New Beginning Center- www.newbeginningcenter.org

"Without knowing the details, we are helping some of our own GISD families!" ~ Sherri Hart, Service Project Chair

We are assisting them with their main request for general household/basic daily necessities. (IE: detergent, soap, toilet paper, paper towels, etc.) They have multiple people sheltered together and the need for these items is ongoing.

We will also be adding a few personal touches to help them with the stress of their situations. If you can think of something to add please feel free to do so.

A few ideas:

New women and children's pajamas (all sizes)

Small throws/blankets; new or gently used

Toiletries (shampoo, lotion, soap, deodorant, toothpaste/brushes, hair brushes/combs/clips)

Personal items: mascara, blush, lipstick, facial masks, etc.

Stress relief items: small neck & back pillows, scented lotion, etc.

Books for kids; new or gently used

Small stuffed animals; new or gently used



Mission & Vision (<http://www.newbeginningcenter.org/mission-vision>)

The mission of New Beginning Center is to foster an environment of safety, support and respect for families affected by domestic violence. We do so through crisis intervention, counseling, shelter, education, advocacy, and diverse community partnerships. The vision of New Beginning Center is to promote social change that will lead to the elimination of domestic violence. Toward fulfilling its mission and vision, New Beginning Center holds the following values:

Safety of victims is the first priority.

Children are also victims of domestic violence, and must have a voice.

Domestic violence is everyone's business. All people can play an active role in its elimination.

Abuse in a relationship is a choice.

Abusers must be held accountable for their actions.

Domestic violence is about power and control, not about anger or losing control.

Everyone affected by domestic violence must be treated with dignity and respect.

Valuing diversity is critical to providing quality programs.



LCESA

LAMAR CONSOLIDATED EDUCATIONAL SECRETARIES ASSOCIATION

EST. 1978

Did you know?

LCESA was born on October 24, 1978.

LCESA has awarded over \$25,000 in scholarships to graduating seniors and LCESA members to further their education since 1989.

LCESA has donated hundreds of pounds of food to Helping Hands.

LCESA has donated \$2,300 to Common Threads for supplies and clothing needs.

LCESA has donated much needed baby items to student parents who are still enrolled in school.

LCESA has the support of Superintendent Dr. Randle and his Cabinet.

LCESA is BIG on training you to become a Certified Educational Office Professional (ask us how!)

LCESA has been affiliated with TESA (www.tesatexas.org) for 35 years and has been attending Fall & Summer Conferences and TESA Area Workshops since.

LCESA has brought home the 'Spirit Award' from TESA Summer Conference 3 years in a row and won 2nd place last year.

LCESA has brought engaging staff developments to its members year after year.

LCESA holds a fun and relaxing evening with our bosses at a yearly Boss's Banquet.

LCESA is so MUCH MORE than attending meetings. It's about being a part of something BIG and your membership CAN and DOES make a difference.

2013-2014 LCESA OFFICERS

Sitting: Diana Tamez, 2nd VP; Karen Jones, Treasurer; Melissa Rodriguez, President; Cheryl McGill, Historian; Eva Zamora, 1st VP; Standing: Michelle Haas, President-Elect; Marie Enax, Parliamentarian.



BLOOM
where you are planted.

LCESA presented \$500 Scholarships

Pictured are: Cheryl McGill, Kiara Williams, Kellcie Waters, Marymar Martinez, Becky Melendez and Karson Land (back).



Affiliates in Action

BESSA (Birdville Educational Support Staff Association) News!

At our first meeting of the year, we hosted an afternoon tea at a local tea shop in our area. We invited all support staff within our district to come and share a cup of tea and conversation.



Everyone who attended enjoyed the time away from their departments and campuses. What a great way to introduce the organization to people within our district.



We really wanted to let all support staff know that we appreciate the work they do to help make our district great!

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 Spring Edition to:

Bonnie Tomczyk

Killeen ISD

110 North WS Young Dr., Killeen, TX 76543 - (254) 336-0074

FAX: (254) 519-5901 - bonnie.tomczyk@killeenisd.org

Harlingen Educational Support Association (HESA)

by Mary Ann Gallegos, 2013-2014 HESA President

The Harlingen Educational Support Association, (HESA), held their first Bar-B-Que Fundraiser on Saturday, November 16, 2013. With just two weeks of planning and one week of selling tickets, we were able to sell approximately 350+ plates, (Now that is HESA Power!). The funds from this fundraiser will be used for scholarships for some of our graduating seniors this school year. Along with a couple of other fundraisers we are working on, we are also planning to give back to the community. In the spring, we will be working on two projects. One will be donating items to our local Ronald McDonald House and the other is donating items to our local Harlingen humane society. Both organizations are always in need of supplies to help run their facilities.

One of our goals this year is to increase membership for HESA, to promote VESA, (Rio Grande Valley Educational Support Staff Association), and TESA. Promote,

Promote, Promote, that's what we did and we had 10 new members sign up this school year. A couple of our HESA Members have also joined VESA this year and it has been a rewarding experience. There's another Great group of Ladies And Gentlemen. They too have fundraisers and community projects that are currently being worked on that will have an impact on students, staff and community. As for TESA, we have been attending the TESA Summer Conference for the past two years and each time we come back motivated and excited about what we have learned and who we met. An even bigger group of wonderful people! We are hoping to have more members attend next year's summer conference. We hope to see you then!



As a first time President I could not be more proud than to be able to represent HESA. Determined, enthusiastic, willing, caring, and with such a positive attitude, it is truly an honor to be a part of such a wonderful group. The sky is the limit!

Thank you,
Mary Ann Gallegos
2013-2014 HESA President



Affiliates in Action

Richardson Educational Support Staff Association

by Paula Soultaire, President 2013-2014

The Richardson Educational Support Staff Association (RESSA) kicked off the year “Flying with Pride and Purpose,” at our annual Summer Retreat. This year’s board was full of grand ideas and excitement! Meetings, fundraisers, speakers and service projects means a busy year ahead.

The RESSA Board consists of 23 members who meet monthly. Our annual membership averages 225. We offer a small personalized gift with each membership as a thank you, and a small incentive to join our organization. RESSA has four general meetings a year, with guest speakers scheduled for each one, which enables us to receive 1-1/2 hours of staff development.

We have one big fundraiser in the fall, and a smaller one in the spring. The money raised provides scholarships to RESSA members and/or their children who are seeking a

higher education. In year’s past RESSA has awarded up to seven \$1,000 scholarships, a goal we hope to achieve again this year. Service projects are also an important part of RESSA. This year, we are sponsoring the PTA’s in the district, and are in the process of our annual Toy Drive.

The RESSA board will get together for a holiday dinner and gift exchange in December. Our largest social event is for our bosses, usually held in February. It’s a time for us to honor our bosses, have fun and fellowship. RESSA awards include Administrator of the Year, Rookie Administrator of the Year, and RESSA Member of the Year.

We wish everyone a wonderful and successful year!

Paula Soultaire
President 2013-2014



El Campo Clerical Para Professional Association

by Terri Beltran, ECCPPA President

El Campo Clerical Para Professional Association “ECCPPA”, was established in 1993. We saw the need for the secretaries to unite, be informed and have a voice in the school district. We are a group of professional women, yes professional even though we are classified as “para – professionals,” who love education. Our main focus is to support each other and to work efficiently for the students and district administrators. We support the community with donations to the El Campo Community Wide

“Thanksgiving Meal” as well as donations to Wharton County “CASA” foster kids to ensure the children will receive toys, clothes and food for Christmas. Many of these children attend El Campo ISD. ECCPPA donates to hardship cases as the need arises, and at times we will adopt a needy family for Christmas and provide food and gifts for them. ECCPPA believes in education. We support our graduating seniors by donating scholarships to members’ children and to students who are majoring in business.



*ECCPPA 2013 – 2014 officers
Pictured L-R: Joyce Supak, Treasurer,
Terri Beltran, President, Ane Marie Far-
thng, Vice-President and Elma Escobar,
Secretary*

Killeen Educational Support Staff Association

by Cynthia Obregon KESA Historian



KESA
FUNDRAISER
FOR
SCHOLARSHIPS



October Breast
Cancer Month

2nd Vice President for Membership
Debra King

LeaAnn
Crawford



October
KESA MEETING

President - Bonnie Tomczyk
President Elect - Mary Flores



Affiliates in Action



OAESP

Odessa Association of Educational Support Personnel

by Sophia Olivarez, OAESP Reporter



OAESP celebrated Bosses Night on October 24, 2013 at Dee's Bistro.

Our theme was Rolling to Excellence. Our decorations consisted of a "motorcycle" and we rolled in with our leather on. Our Bosses were honored by a nice dinner, live Jazz Band, silent auction and great fellowship.



Calendar of Events

- We are planning our OAESP Christmas party for December 5th
- **Community Services on December 20th at Salvation Army to distribute Christmas gifts to the families**
- OAESP Spirit Night at Chick fil-A
- **Valentine Fundraiser**

OAESP is preparing for the Holiday Shopping. On our November 12th meeting we had Self Defense training.

One thing is to holler "BACK"

B = balance

A = awareness

C = control (stay in control)

K = Killer instincts

Be aware of our surroundings.

Protect yourself with your arms.



Pasadena Association of Educational Office Professionals

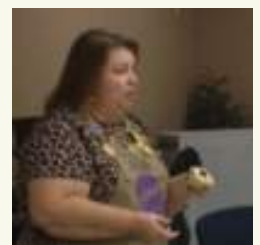
by Robin Pool PAEOP President

PAEOP recently held a Painting for Scholarships fundraiser. The event was a hit and everyone had a wonderful time. More importantly, we raised over \$700 for our Pasadena ISD scholarships! Another of these awesome fundraising events has been planned for February 27th to enable us to continue giving out 2- \$500 Scholarships every year to deserving seniors attending San Jacinto College. These are renewable for up to 4 semesters. We had two very talented instructors, Izzy Torres and Breeana Salinas, who were constantly walking around the room with helpful suggestions and encouragement for those of us with no artistic abilities....



Our November meeting had our PAEOP members learning how to decorate cupcakes with Wilton Cake Decorator/teacher, Susan Shannon. We drew names and 6 lucky people went to the front of the room to decorate cupcakes.

December will find PAEOP members 'Caring and Sharing' with Project Joy and Hope. This organization helps children with life-limiting conditions and their families in the greater Houston area. Founder, Joy Wheeler, will be our guest speaker, and she will leave with a car full of donations from PAEOP.



Rio Grande Valley Education Support Staff Association (VESA)

by Lisa Gonzalez, Donna ISD

It seems like we just started a new school year and here we find ourselves starting a new calendar year...2014, what happened to 2013? VESA members have attended monthly meetings in which we've had speakers presenting ideas on how we can better ourselves in the workplace and at home, and how we can have a healthier life style.

We've been working hard this year. On December 10th, we had our monthly meeting/ Christmas Social at South Texas ISD. After a brief meeting, members enjoyed a delicious traditional Christmas dinner of tamales, rice, beans and of course buñuelos. Members then joined together and sang Christmas songs. Everyone had a great time. Traditionally, VESA donates items to a Nursing Home, Adult Day Care Center, Food Bank, Comfort House or Aurora House (both homes for the terminally ill). This year the VESA members voted to donate items to the Aurora House in Weslaco, TX. The Aurora

House has been the place where many relatives and friends of VESA members have lived the last days of their lives.

Our Bosses Banquet Co-Chairmen for this year are: Belia Solis, Weslaco ISD and Gracie Valdez, Donna ISD. The Co-Chairman along with the Banquet Committee Members are busy planning and preparing for the Annual Bosses Banquet that is scheduled for May 2, 2014. The theme chosen for this year's banquet is a "Beach" Theme. Members are also getting ready to kick off their annual raffle fundraiser. Janie Garcia, Chairman, Rio Grande City CISD has already secured several donated items along with items that the members have given for the raffle. The goal is to have at



VESA members with some of the items donated.

least 30 items for the raffle. The raffle began on January 16, 2014 at our January meeting and the raffle will be held at our March meeting.

All in all, everything is falling into place this year with the help of all the members.

"You only live once, but if you do it right, once is enough."

- Mae West

UNIVERSITY OF HOUSTON-CLEAR LAKE EDUCATIONAL SUPPORT ASSOCIATION

by Debbie McFadden, ESA Past President

UHCL ESA has been busy this fall semester and looking forward to the spring semester events and training.

STEM classes were held in the fall semester and we have more planned for the spring. A special thank you to Wanda Honeycutt and Sandy Jennings for helping to organize the classes and giving UHCL employees and ESA members the opportunity for professional development.

The annual Supervisors' Luncheon was held in October to say Thank You to all our supervisors for the work release time for training, to attend ESA and TESA events and of course for being great bosses. Usha Mathew, Associate VP for Finance, received

the Supervisor of the Year award – congratulations to Usha.

Christmas was celebrated with a cookie and ornament exchange. Members bring cookies or candies to eat while we socialize and extra to exchange and take home for later (if they make it home.....). But the best time is when the ornament drawing takes place and the crying of sad or happy tears begins as you may or not go home with the ornament you started with. Each ornament is allowed to be “stolen” twice and you just hope you’re the third owner and the



ornament is then frozen and can't be stolen again.

We are looking forward to the spring semester for more training opportunities and warmer weather.



*“It is not length of life,
but depth of life.”*

- Ralph Waldo Emerson



TEXAS EDUCATIONAL SUPPORT STAFF ASSOCIATION
... **the only**
professional association for
educational support personnel

Congratulations to the organizations below for being TESA Affiliates. Thank you for your support.

Affiliate

Killeen Educational Support Staff Association
Texas Retired Educational Secretaries Association
Lamar Consolidated Educational Secretaries Association
Richardson Educational Support Staff Association
Birdville Educational Support Staff Association
San Jacinto College Association of Educational Office Personnel
Garland Educational Support Staff Association
Mesquite Educational Paraprofessional Association
TESA Past Presidents Association
Harlandale Educational Support Association
Spring Branch Educational Support Association
San Antonio ISD Support Staff Association
Rio Grande Valley Educational Support Staff Association
Weatherford Educational Support Association
Harlingen Educational Support Association
El Campo Clerical Paraprofessional Association
Irving Association of Educational Office Professionals
Pasadena Association of Educational Office Personnel
College Office Professional Association
Galena Park Educational Paraprofessional Association
University of Houston-Clear Lake Educational Support Staff Association

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Take A Ride To Success!

Follow Patti and Debbie to the TESA SWC in Austin!

TESA Summer Work Conference

June 24-28, 2014

Omni Austin Southpark



Patti, Debbie and the SWC Committee invite you to join them at the 2014 TESA Summer Work Conference for a revved up week of professional development breakouts, STEM sessions, fun times, memories, and vendors!

Darcy Blackstock, SWC Chair

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