Nebraska Educational Office Professionals Association

RAINBOWS TO OUR POT OF GOLD

Summer 1999
Dear NEOPA Friends:

I can hardly believe I'm writing my final letter to you as NEOPA's President. Thank you hardly seems adequate as an expression of my gratitude to each of you for allowing me to serve our organization. You are special people and I am proud to call each of you "my friend."

One more special thank you to those who served on this year's board and as committee members. It not only takes a village to raise a child; it takes a village to run an organization. We have a wonderful village with residents (OK, members) who work well together.

In looking back over the past two years, I would say our biggest accomplishment was our bylaws changes. Those changes not only took care of some updating issues, but they should also assist in keeping NEOPA up-to-date in a more cost effective fashion.

Columbus was wonderful! What a great Spring Meeting Sharon Fuller arranged. I've heard many positive comments on the speakers, facilities, and food. Isn't it amazing what one ambitious person can do. After months of corresponding via e-mail with Sharon it was a pleasure to meet her face-to-face. Thank you Sharon. We look forward to seeing you more at future meetings.

Now it's time to turn the reins over to our new leadership. Christina will, no doubt, do a wonderful job serving as our next president. Congratulations and best wishes to her, as well as our other newly elected officers.

In closing, thanks again and I hope to see you in Omaha this October.

Sincerely,

Lola Young
1997-99 NEOPA President
1998-99 Officers and Directors
for
Nebraska Educational Office Professionals
Association

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NEOPA Purpose

The purpose of the Nebraska Educational Office Professionals Association shall be to promote and further the cause of advancement of education by improving the quality of office personnel service to the school, state, and community. To this end, the Nebraska Office Professionals Association shall strive to elevate the standards of office personnel in education by the exchange and pooling of information, ideas, and ideals within our educational system.

The NEON

The NEON is published quarterly by the Nebraska Educational Office Professionals Association (NEOPA). Contributing materials are welcome and should be sent to the Editor. Reserved is the right to accept, edit, or reject any material submitted for publication.

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1998-99 NEOPA Schedule of Events

July 18-22, 1999 ........................................ NAEOP Annual Conference & Institute
......................................................... Wichita, KS
October 15-16, 1999 ................................... NEOPA Fall Conference
......................................................... Omaha, NE
# NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION

## April 12, 1999

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**Beginning Balance: 1/1/99**  $5,493.33

**New Balance: 4/12/99**  $5,345.68

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<td>CK #192 Douglas Co/92NBON</td>
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<td>CK #197 NEAOP/prof.of year</td>
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<td>CK #198 L. Young/postage</td>
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<td><strong>New Balance: 4/12/99</strong></td>
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<td><strong>$4,210.25</strong></td>
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Committee Reports

Nomination Committee
Marcella Shotwell, Chair

Election Results!

The ballots have been tallied, and results were:
President-elect - Marlene Einsel
Vice-President - Glenda Maury
Secretary - Harry Swartzfeger
Treasurer - Marcia Rowley

Congratulations to these new officers as they work with President Christina Wiles into the millenium!

Another positive result of the election was the return of about 71% of the completed ballots! That was great! You, the membership of NEOPA, are to be commended for your interest and involvement in this election.

The Nomination Committee thanks all the willing and capable candidates who allowed their names to be placed in nomination. I personally wish to thank the members of this committee, Leone Thompson and Delores Wenz, for their input and help.

NEOPA - Field Service
Linda Pence, Director

In my third year as Field Service Director, I once again sent information to Peru State College and to Chadron. Debbie Hendricks did a presentation for the PSP program for Lincoln Public Schools. We had no other contacts this year.

Publicity Committee
Sheila Perry, Director

The Publicity Committee sent notices to newspapers about the fall and spring conferences held during the 1998-99 year. Added to the committee's duty this year was the responsibility of sending out cards to NEOPA members for all occasions. This year, three sympathy, one get well and one thinking of you card were sent. Have a safe and happy summer.

Constitution and Bylaws
Kathy Bennetch, Chair

The ballots have been counted. It's official! The new revised NEOPA Bylaws have been approved by the membership. Final copies of the Bylaws will be available at the spring conference.

These last two years I've worked with some great committee members who kept at it. It does get rather dull looking at the rules of the association but they are very dedicated people who wouldn't give up. Special thanks to my committee members: Luise Berner, Luella Krizek and Pat Lundahl.

What next? Each board member is asked to write a current job description of their committee duties (reminder!). The board will review these job descriptions at our next meeting.

NEON Committee
LaRita Lang, Editor

Thank you to everyone who submitted information to the NEON this past year. Thanks to Luise Berner and Jeanne Andelt for all their help in proofing, etc. and to President Young for her help and guidance.

Ways & Means
Sandy Watmore, Chair

The tag-sale table was well received at the Fall Conference in Lincoln. Profits from the Fall Conference were $159.00. The Raffle Ticket Sales totaled $431.00. Net profits as of April 15, 1999 were $413.08. Thanks to the members of this year's Ways & Means Committee for all of their support and help. Without
Audrey Schardt, Jane Rumbaugh and Jeanette Fisher, any project goal, no matter what size, would have been impossible.

**Professional Standard Program**
*Glenda Maury, CEOE, Chair*

The duty of the PSP Chairperson is to promote the Professional Standards Program and to help members on items needed for their PSP applications. Our Nebraska Association recognizes these people who have completed the requirements for recognition. They are:

*Shelly Dodds*  
Bachelor Degree, Option II & CEOE

*Carol Diana Tucker*  
Bachelor Degree, Option II & CEOE

*Marlene E. Einsel*  
Associate Professional, Option I

*Mearl Jean Pruitt*  
Advanced III, Option I

*Jeanette L. Fisher*  
Advanced III, Option I & CEOE

*Dianne V. Dickey*  
CEOE

*Christina M. Wiles*  
Advanced III, & CEOE

*Denotes member of NEOPA 1998-99*

 Margin

**Membership Report**
*Christina Wiles, CEOE, Chair*

The 1998-99 membership is as follows:

- 63 Renewals
- 13 New Members
- 1 Associate

- 1 Life
- 4 Active Retired
- 9 Retired
- 8 Honorary
- **99 Total**
- **91 Paid members**

 Margin

**Scholarship Committee Report**
*Lisa Morehouse, Chair*

This year we had four applicants apply for the NEOPA scholarships. Three from Omaha and one from Lincoln. Our first place winner this year was Kelli Blum from Omaha. Our second place winner was Jill Huxhold, also from Omaha. Our judges this year were Becky Wild, Lincoln, Public Schools; Nancy Russo, Commercial Federal Bank-Lincoln and Amy Randel, McCook Public Schools, McCook.

I would like to extend my thanks to Kim Korgan from McCook who worked on this committee with me. Her help and support were greatly appreciated. It has been a privilege to serve as the NEOPA State scholarship chairperson this year and being on the board has given me an opportunity to get another perspective and learn more about our great association. I look forward to seeing everyone at the National Conference in Wichita.
**Finance**  
*Lynne Smolnik, Chair*

The following budget was approved at the Spring Conference in Columbus, Nebraska, on April 17, 1999.

**NEOPA 1999-2000 Budget**

**INCOME:**
- Memberships $1,200.00
- Ways & Means $950.00
- Miscellaneous $50.00
- **TOTAL $2,200.00**

**EXPENDITURES:**
- NAEOP Affiliation $40.00
- NAEOP Professional of the Year $65.00
- Publicity $20.00
- Membership Promotion $75.00
- Newsletter $900.00
- NEOPA Delegate to NAEOP Meeting $500.00
- Election $35.00
- Officer/Committee Expense $200.00
- Field Service $15.00
- M.T. Wood Scholarship $40.00
- NEOPA Scholarship $30.00
- Miscellaneous $50.00
- Ways and Means $130.00
- Conferences Expenses $50.00
- Sales Tax $50.00
- **TOTAL $2,200.00**

******************************************************************************

**Vice President/Meetings Coordinator**  
*Jane Rumbaugh, CEOE*

Letters were sent to all organizations asking for hosts resulting in OEOPA hosting the Fall 1999 Conference. Thank you to all who considered hosting a Conference, and please think about hosting one in the future.

******************************************************************************

**Professional of the Year**  
*Pat Podjenski, CEOE*

No Report
“Grab Your Coat and Get Your Hat”  
_We’re Headed to Kansas!”_  
Sandy Lineberry, NAEOP Liaison

And as the song goes, "_leave your worries on your doorstep, life can be so sweet on the sunny side of the street._" (I had to get a song in here somewhere.)

My spring _NEON_ article described the many changes for this year’s conference, so if you haven’t read it yet, you might want to go back and check it out.

A new pin has been selected for Nebraska attendees to take to Wichita. This pin, which is pictured below, is of a Sandhills Crane and is a very good quality pin. The dark strip below the crane has the word Nebraska, but it doesn’t show through on the graphic. The cost is only $1.25 per pin; however, we have to sell 100 to receive the special volume discounted rate. Unfortunately, the 100 sold at the spring conference don’t count. There are currently orders for 50, so we should be okay with that price.

Please fill out the form below and mail to Sandy Lineberry, 102A PI, EC, UNL, Lincoln, NE 68583-0815. Don’t forget to enclose payment with your order, and make your check payable to NEOPA. I’ll have the pins ready for you at conference.

If you have any questions about the conference, please don’t hesitate to call me at (402)472-6623 or e-mail: slineberry@navix.net or slineberry@unl.edu. I’ll be glad to answer your questions, and if I don’t know the answer, I can probably find someone who does.

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Address: __________________________________________

City, State, Zip __________________________________


Have a safe trip!

Contact Sandy Lineberry for orders. If we do not receive enough orders to make the 100 minimum, I’ll be calling you.
Local Associations’ News

NEOPA Past Presidents
Pat Lundahl, CEOE

Nine of our 12 members attended the NEOPA Spring Conference in Columbus. Joyce Graybill will be Advisory Council delegate for NAEOP in Wichita; Sandy Lineberry will be alternate.

Proceeds from the raffle items donated by members totaled $113.00 this year. We’d like to start spending some of this money via our Eva Sheaff Memorial Scholarship for NEOPA members but again this year there were no applicants. We urge you to include completing an application in your plans for next year.

We remind you that any local association as well as other groups you may belong to are welcome to borrow our copy of the NAEOP flag video...contact Sandy Lineberry.

Our 1999-2000 officers will be:

President          Linda Pence
President Elect    Pat Lundahl
Secretary-Treasurer Marcella Shotwell

*****************************************************

Member News

Our deepest sympathy goes to Jeanette Fisher and Lynn Smolnik on the loss of their Fathers and Marcia Rowley on the death of her Father-in-law.

*****************************************************

Congratulations to 1st time Grandma, Marcia Rowley, on the birth of her Grandson!

*****************************************************

"I must do something" will solve more problems than "something must be done."
1999-2000
NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION
MEMBERSHIP FORM
(Please type or use black ink and complete ALL information)

Type of Membership
1. New____ or Renewal____
2. Active ______ $15.00
   Active Retired ______ $15.00
   Retired ______ $5.00
   Associate ______ $15.00
   Life ______ $200.00

EMPLOYMENT DATA

Educational Institution __________________________

School, Office, Department _________________________

Street Address ____________________________

Telephone and Name of Supervisor ____________________________

LOCAL

Are you a member of a local educational office association?  Yes ____ No ____

What is the name of your local association?
____________________________________________________________________

If there were no local association would you be interested in helping form one?  Yes ____ No ____

Who is the 1999-2000 president of your local association?
____________________________________________________________________

PERSONAL DATA

Name __________________________

Street Address ____________________________

City ___________ Zip code ___________

Area Code – Telephone at Home/Office ____________________________

E-Mail Address ____________________________

NATIONAL

Are you a member of the National Association?  Yes ____ No ____

Do you hold a Professional Standards Certificate?  Yes ____ No ____

Grade __________________________

Are you working toward a Professional Standard Certificate?  Yes ____ No ____

Would you like more information about:  The National Association: ___

Professional Standards Program: ___

STATE

Have you ever held an office or a committee appointment in NEOPA?  Yes ____ No ____ if yes, please list position and year:
____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Would you be willing to serve in an elective office or on an appointive committee?  Yes ____ No ____ (2000-2001 year)

If yes, please give preference or special interest  __________________________

IMPORTANT: Please make check payable to NEBRASKA EDUCATIONAL OFFICE PROFESSIONALS ASSOCIATION and mail with this completed form to:

Marlene Einsel
342 North 35 Street
Omaha, NE 68131-2404

Sponsored/Recruited by __________________________ Date __________

Do you need a receipt? ___

MEMBERSHIP YEAR IS JUNE 1 THROUGH MAY 31
NATIONAL ASSOCIATION OF EDUCATIONAL OFFICE PROFESSIONALS

P.O. BOX 12619
WICHITA, KS. 67277-2619
316/942-4822
FAX 316/942-7100

- New
- Renewal
- Active Membership - $40
- Retired Membership - $20
- Associate Membership - $40
- Institutional Membership - $40
- Corporate Membership - $50
- NES Annual Subscription - $20
- NES Annual Subscription (Retired) - $10

Membership Application
Continuous Membership
(12 full months)

All fees must be paid in U.S. dollars.

Outside of U.S. special postage and handling charges apply. Please add an additional $15.
Active membership fees include a one-year subscription to the National Educational Secretary.

Please mark your job description:
- Elementary
- Middle School
- Secondary
- Higher Education
- State Department
- Administration
- Vocational
- Retired
- Other (Please Specify)

Recruited by (Name)_________________________________________

Dues are not deductible as a charitable contribution for income tax purposes.

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<td>Lincoln</td>
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Are you Experiencing Burnout?

Ask people what it’s like to feel burned out, and you’re likely to hear the following:

“I’m frustrated! It’s getting impossible to do a good job, and the situation just keeps getting worse.”
“I have lost my enthusiasm for work I really liked.”
“I have lots of anger, and nowhere to take it.”
“I’m scared - is this job going to last?”
“I am getting more unhappy and depressed every day on the job - and questioning whether I should stick with it.”
“I’m feeling overwhelmed, overloaded, overworked and trapped. There’s no way out.”

Burnout is reaching epidemic proportions among North American workers today. It’s not so much that something has gone wrong with us, but rather that there have been fundamental changes in the workplace and the nature of our jobs. The workplace today is a cold, hostile, demanding environment, both economically and psychologically. People are emotionally, physically and spiritually exhausted. The daily demands of the job, the family and everything in between erode their energy and enthusiasm. The joy of success and the thrill of achievement are more and more difficult to attain. Dedication and commitment to the job are fading. People are becoming cynical, keeping their distance, trying not to let themselves get too involved.

Source: Mind & Body Health Newsletter, Vol. 6, No. 4, 1997

Have a Great Summer!!!!
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TO: