Included in this issue:
Spring Conference Registration Form
1990-91 Officer Ballots - Return by April 14
"Hide-A-Way Weekend" Information

SPRING 1990
PROCLAMATION

WHEREAS, the nation's school administrators are dedicated to promote the cause of education; and

WHEREAS, the role of the administrator is becoming more demanding and complex; and

WHEREAS, administrators must often participate in professional and civic duties before and/or after office hours; and

WHEREAS, notwithstanding the pressures and demands of their professional obligations, administrators are sympathetic to those with whom they work;

NOW, THEREFORE BE IT PROCLAIMED that in grateful recognition of this unselfish service to school and community

MAY 20-26, 1990

shall be known as NATIONAL EDUCATIONAL BOSSES WEEK, to be observed in the educational offices and schools of this nation.

Maude L. Leach, CEO
1989-90 President
National Association of Educational Office Personnel

Dated this first day of August, 1989
THE NEOPA NEWSLETTER

EDITOR:
Kathy Svoboda
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Omaha, Nebraska 68107
Ph. (402) 731-9842

The NEOPA Newsletter is published quarterly. 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. Deadline date for the next publication will be May 7, 1990.

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1989-1990
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FEATURES

Letter from the President
NEOPA Committee Reports
Information about 1990-91 Candidates for Office
"Hide-A-Way Weekend"
Local Association News
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DATES TO REMEMBER

May 5 .................. NEOPA Spring Conference/N. Platte
May 7 .................. Deadline for Summer Edition of Newsletter

PLANNING DATES FOR YOUR CALENDAR

May 20-26 .......... National Educational Bosses Week
July 14-22 .......... 56th NAEOP Annual Meeting and Institute in Denver, Colorado
October 22 ............ 1990 Fall Conference in Bradshaw

EDITOR’S COMMENTS

I am pleased to be the editor of the NEOPA Newsletter this year. I appreciate the articles submitted for this newsletter and hope to hear from each organization before the next deadline on May 7th. Let us know what you are doing as the other local associations may be able to benefit from some of your good ideas.

NAEOP has asked its members to bring forth their concerns or suggestions for consideration by the Advisory Council at the annual meeting in Denver this July. If you have any items to submit, please bring your ideas with you to the Spring Conference in North Platte. I look forward to seeing all of you there!

-Kathy

Please notify the State Membership Chairman if you have a change of address:
Doris Merriman
4941 South 129 Street
Omaha, NE 68137
March 1, 1990

Dear NEOPA Members,

Spring is just around the corner and so is NEOPA's Spring Meeting. This year the Spring Meeting will be held in North Platte, Nebraska. The Sandhills Association has a fantastic day planned for us on May 5, 1990. For those who are going the night before, please don't miss the Western Round-Up to be held at the Stockman Inn.

I'd also like to encourage your attendance to the Spring Meeting because this is the time when decisions are made that affect the future of NEOPA. We would like the majority of our members to be available to vote "yea" or "nay" on the issues and changes that will set a new direction into the 1990's for our organization.

Enclosed in this newsletter are two ballots. One is nominations for the 1990-91 officers and the other is changes in the constitution. I would like to take this time to thank those who were willing to have their names put on the ballot for nominations. The constitution changes are minor changes to align us with National guidelines.

I hope everyone is busy selling their raffle tickets for that Mini-Vacation to be given away at the Spring Meeting. Be sure to get your money to Audrey as soon as you can. Also don't forget your items for the Country Store.

Please be sure to get your registrations in early for the Spring Meeting and I'll see you in North Platte on May 5th.

Professionally Yours,

[Signature]
CONSTITUTION AND BYLAWS

The following proposed amendments to the Constitution and Bylaws are submitted for your consideration. All active members will find a ballot enclosed in this newsletter. Please note this ballot must be returned by April 14.

These changes were recommended in order to bring NEOPA’s “Employee of the Year” committee to coincide with the National terminology.

Article X - Committees

Section 1
The Association shall have standing committees as follows: Membership, Newsletter, Nominating, Audit, Finance, Professional Standards, Constitution and Bylaws, Field Service, Employee of the Year, Educational Professional Employee of the Year, Ways & Means, Meetings Coordinating, Scholarship and Publicity.

Article XI - Duties of Committees

Section 1
I. Employee of the Year Committee
Employee of the Year Committee

The Employee of the Year Committee shall promote participation, receive nominations, and oversee the selection of an outstanding Association member to be recognized at the Annual Spring Meeting. This is not an automatic annual award. If there are no nominations, or if there are no suitable candidates nominated, the award will not be presented.

Carolyn Young

EMPLOYEE OF THE YEAR

With the March 15th deadline just around the corner, there are several candidates who are busy filling out their applications for the 1990 NEOPA Employee of the Year award.

The judges for this year are: Jeannie Pennington, Assistant Principal, Northwest High School, Omaha Public Schools; Ann Masters, Supervisor, Vocational Education Department, Nebraska State Department of Education; and Ronald Burmood, Director, Student Personnel Services, Omaha Public Schools.

The recipient of the award will be honored at the Spring Meeting to be held at North Platte on Saturday, May 5.
A special thanks to the two committee members who have helped in securing the judges this year, Mae Davis, Omaha Public Schools and Donna Gill, Nebraska Department of Education.

Joyce Graybill, C.E.O.E.

MEETINGS COORDINATING

We are still looking for a host association for spring 1991. Please reconsider and invite us for a day of professionalism and fellowship.

The schedule of future meetings is as follows:
- 1990 - Spring - Sandhills EOPA, North Platte, May 5
- 1990 - Fall - Bradshaw PS, October 27
- 1991 - Spring - OPEN
- 1991 - Fall - Reserved

Marcella Shotwell

MEMBERSHIP

Our membership goal for 1989-90 is 200! We need your help to attain this. Encourage your coworkers to join this organization that acknowledges the unique role of educational office personnel. Let us share our professional expertise with each other. To date we have 190 members including 33 new people, plus six honorary members.

Membership awards will be presented at the Spring Conference in North Platte. The Recruiter Award will be given to the NEOPA member recruiting the largest number of new members between October 15 and March 15. This recipient receives a paid membership for 1990-91. Increase your local association’s state membership and receive that award certificate as well.

Be a winner!
Sponsor new members!
Everyone gains!
NEOPA HAS NO LOSERS!

The deadline for all awards is March 15, 1990.
Membership recognition award certificates to be presented at the Spring Conference:
- association with 100% membership in NEOPA
- association with over 50% membership in NEOPA
- association with the largest percentage of NEOPA members
- association with the largest increase in NEOPA membership
- recruiter award

Doris Merriman
NAEOP CONFERENCE COORDINATOR

It appears I am not the only one excited about National in Denver, Colorado, in July. There are about 20+ women in Nebraska that show the same excitement.

We currently have orders for 6 sashes and over 600 pins. We are going to have Nebraska pins floating all over Denver and throughout the United States after we leave National in July. I was pleased with the pin response, and since I will be sending in another order later on this spring, we will probably have upwards to 800+ pins for distribution. They will know we have been there - that’s for sure! The breakdown is as follows:

- Balloon pins - 159
- Meadowlark pins - 152
- Plastic Nebraska pins - 330
- Sashes - 6

We will submit orders for the sashes once, the pins as indicated above will be reordered, so if you have not gotten your order in for a sash, please do so soon.

Everyone wants to get together at National so we will attempt some type of wine/cheese get together some evening in my room. Consider it an “open house” for attendees.

We will be putting together a “challenge” for Missouri. As July gets closer, we will be working on this. Thanks to those offering to serve on this committee, and you will be hearing from me later.

Pins will be brought to you in North Platte at the Spring Conference. If you can’t be there, we will send them home with a representative from your association.

It’s been fun so far gathering this information, and I’m really looking forward to going to Denver. Let me hear from you if I can be of help to you in anyway regarding National.

Sandy Lineberry

NOMINATIONS

The Nominations Committee submits to the membership the following slate of officers for 1990-91. We thank these ladies for agreeing to run for office, and it will be a difficult task for you to choose. They are all very well qualified. All active members have a ballot enclosed in this Newsletter to be postmarked by April 14, 1990. All candidates will be notified of the election results prior to the Spring Conference on May 5.

The Nominations Committee consists of:

- JoAnne Lahm
- Pat Leiding
- Gerry Powers
- Naomi Robison, Chairman
PRESIDENT-ELECT

IAN HARRIS — Jan is the Administrative Technician for Thomas W. Spilker in the Nebraska Technical Assistance Center at UNL. She has been a member of NEOPA for three years, and is presently serving on the Membership Committee. For her local association, UNOPA, she has served as President Elect (Program Director), President (1 1/2 terms), and Past President (Foundation Account Advisor). She has been a member of NAEOP for three years, and is working on her PSP certificate. Jan's interests are in reading, gardening, and she plays the organ to relax. She is a member of the Volkswalk Club and enjoys square dancing. Of course, “Big Red” takes up many of her Saturdays. Jan and her husband, Jerry, have a Maltese “fur person” at home by the name of PDQ or Whitelightning.

MARCELLA SHOTWELL — Marcella is the secretary to Dr. Wes Lauterbach, Principal at Lincoln Southeast High School in Lincoln. She has been a member of NEOPA for 18 years, and she has chaired the Scholarship, Employee of the Year (2 terms), Nominations, and Meetings Coordinating Committees; and served as Secretary and Vice President (2 terms). For LPASAOP, her local association, she has been a member of numerous committees, and chaired Courtesy, Staff Development, Membership, Audit, Newsletter/Publicity, Records, and EAP Committees. She was elected to the offices of Vice President (2 terms), President Elect, and President (2 terms). She is a life member of the national association, NAEOP, and served as a member of Professional Growth/Inservice, and Awards Committees. She holds her Bachelor’s PSP certificate and has obtained her CEOE. Marcella enjoys reading, eating out, traveling, and music. Her hobbies include collecting miniature antique lamps, needlework, and collecting butterfly jewelry.

VICE PRESIDENT

KATHY SVOBODA — Kathy is the Secretary to Thomas Harvey, Principal at Omaha North High School. She has been a member of NEOPA for seven years, has served on the Constitution and Bylaws Committee and chaired the fall conference held in Omaha last October 21. She is currently the editor of the NEOPA Newsletter. For OEOPA, her local association, she has served on the Scholarship, PSP, Program, Christmas Banquet, and Christmas Family Committees. She was elected to the offices of Treasurer and President (2 terms). Kathy has been a member of NAEOP for six years, and is working on her PSP certificate. She served as Nebraska's delegate to the 1988 NAEOP Advisory council in San Francisco. Kathy and her husband, Michael, do not have children as yet, but she does enjoy working with youth and community activities (i.e. Girl Scouts and coaching youth softball). She enjoys cross stitching, sewing and working in the garden.

KATHY WARREN — Kathy is Secretary to Richard Berthold, Superintendent of Schools at Bradshaw. She has been a member of NEOPA for five years, and is currently serving as Scholarship chairman. She will host NEOPA members at the 1990 Fall Conference to be held in Bradshaw in October. She and her husband, Steve, have two daughters. Kathy enjoys crafts of all kinds, but her favorites are country wooden painted items. She is a member of a craft club, the Bradshaw Lady JC's, Bradshaw United Methodist Church, and a teacher in the nursery Sunday School.
SECRETARY

MARGENE FLANDERS — Margene is Secretary to the Associate Superintendent, Dr. Paul Brochtrup, in North Platte, and also Data Processing Manager. She has been a member of NEOPA for three years, and is presently serving as Secretary. For her local association, Sandhills Educational Office Personnel Association, she has served as chairman of the Membership Committee, and is presently Treasurer of the organization. Margene and her husband, Lyle, have three children and three grandchildren. She enjoys reading, walking, and singing.

KATHY HOOD — Kathy is Secretary for Student Life for Dean Dana Miller at Doane College in Crete. She has been a member of NEOPA for three years, and served on the Constitution and Bylaws Committee. For DEOPA, her local association, she has served on the Courtesy, Membership, Nominations, and Newsletter Committees; as well as many special committees. She was elected DEOPA’s first president. Kathy and her husband, Kevin, have two college-aged daughters. She is active in Beta Sigma Phi Sorority, and a member of the United Church of Christ. Kathy’s hobbies include cross-stitching, tole painting, and reading. She has taught piano classes at Doane, as well as privately for many years. She is the Saline County contact person for Nebraska Stroke Foundation.

TREASURER

SANDY PETERS — Sandy is Secretary to Dr. Douglas Christensen, Superintendent of North Platte Public Schools. She has been a member of NEOPA for three years, is chairman for the Spring Conference to be held in North Platte on May 5, and served on the Publicity Committee. Sandy is currently serving her second term as President of her local association, SEOPA. She is a member of NAEOP, and is working on a PSP certificate. Sandy and her husband, Don, have two boys. The whole family enjoys fishing, swimming, snow skiing (in fact anything outdoors). She is currently taking night classes at the junior college, and hopes to get her degree in Business Administration.

DELORES “DEE” WENZ — Dee is Secretary to Ruthelen Sittler, Principal at Hill Elementary School in Lincoln. She has been a member of NEOPA for nine years, and served on the Membership Committee, and was elected Secretary and is currently serving as Treasurer. For LPSAOP, her local association, she has served on the Scholarship, Holiday Tea, Secret Friend, Membership, Fall Get Together, Recognition, Ways and Means, and Budget Committees; and was elected President Elect, and President. Dee and her husband, Herb, have three children, and three grandchildren. She enjoys computer work, her church, gardening, ceramics, counted cross-stitch, embroidery, cooking and baking.

THOUGHT FOR THE DAY

Obstacles can be mountains or motivators; it all depends on the attitude. If an attitude is negative and pessimistic, the smallest obstacle will appear like a mountain. When an attitude is positive and optimistic, an obstacle will challenge and motivate. One attitude keeps life in the valley while the other takes life to victory. — C. Neil Strait
SCHOLARSHIP

After receiving applications from the east and west end of the state, our panel of judges selected Michelle Kelly of Millard North High School as NEOPA scholarship recipient for 1990-91. Paul Vaccaro of Millard South was chosen as the alternate.

The application for the Marion T. Wood award has been forwarded to Michelle for completion. Michelle has also been invited to the Spring Conference in North Platte.

We thank those NEOPA members who encouraged students to apply for the scholarship. We also thank the judges for their time and effort. They were Kenneth Schultz, Business Instructor and FBLA Advisor at Bradshaw High School and Dennis Radford, Counselor at Bradshaw High School.

Kathy Warren

A SPELLING BEE

You haven’t participated in a spelling bee since fifth grade? Then now is the perfect time to brush up on your skills. There are a mere 136 words in our vocabulary that account for 95 percent of all spelling errors, so being able to recognize the troublemakers will help you on your way to becoming a champion speller.

Here are some of the most frequently misspelled words. There are two spellings for each word. Your job is to pick the correct one. The answers can be found on page 26, but don’t peek until you’re finished.

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"HIDE-A-WAY WEEKEND"
AT THE LINCOLN HILTON HOTEL

YOU CAN WIN

A Mini-vacation for 2 which includes:

2 Nights Lodging,
Dinner Each Night,
2 Free Drinks in the Lounge,
Breakfast of Your Choice on Saturday,
and the Sunday Haymarket Breakfast Brunch!

ADDITIONALLY: You will win $50 cash for a shopping spree and theater tickets to any one of the theaters.

We have only had 17 members respond. If we are to continue to support a scholarship fund, we need everyone's help.

SO GET OUT THERE AND SELL THOSE TICKETS!!

Please make your check out to Audrey and return them to her with your tickets before April 14, 1990: Audrey Schardt
1130 H Street #408
Lincoln, Nebraska 68508
(402) 472-3305 (work)
(402) 475-0124 (home)

This will allow us time to figure out who is the winner of the $50 saving bond.

COUNTRY STORE - We will again need your items for the Country Store at the Spring Meeting in North Platte.

Ways & Means Co-Chair:
Alice Torwirt
Audrey Schardt
DEPARTMENT OF EDUCATION OFFICE PERSONNEL

Nine members ventured out on the slippery streets to attend the January meeting. A Customer Service Advisor for the Lincoln Telephone Company presented the program on new technology in the telephone industry. The explanation of Voice Mail was of particular interest to the group. Telephone manners were discussed.

During the month of February, President's Day is observed. A Social Studies Consultant for the Lincoln Public Schools presented an appropriate program “President Lincoln’s Cameraman Matthew Brady.” Matthew Brady was an American photographer and historian who is famous for his outstanding photographic account of the Civil War. One of his most famous subjects was Abraham Lincoln.

March, a “Slide Presentation on Eclipses of the Sun from Around the World” will be presented by a retired Professor of Physics, Nebraska Wesleyan University. He has traveled extensively to take pictures.

Frances Bockelman

DOANE EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

The “Secret Santa” 1989 sponsored by DEOPA was a huge success with more participants than in the past. The week-long event proved not only fun for all participants but each day brought new surprises and treasures. On Friday of the week a luncheon was held for all participants with DEOPA furnishing door prizes to cap off the final gift exchange. The luncheon, courtesy of the Vice President for Finance, was delightful and the perfect end to a perfect week.

Because DEOPA has been so successful at fund raising, we will be offering a $200 scholarship for the spring semester. This scholarship is in addition to the two scholarships that are given each fall. DEOPA also presented a $300 gift to Doane College’s Capital Campaign as well as establishing a Member Appreciation Fund. We are very proud of each member’s contribution to the group in that without everyone’s assistance and cooperation our association could not have become the success it now is.

In February Crete Pharmacist, Jim Sueper, spoke to the group on the subject of regaining and maintaining good health with the assistance of modern medicine. Group members brought prescriptions with them that they had questions about. He answered questions such as if taking vitamins will prevent certain illnesses, and if the stick-on patch hormone medications are safer to use than hormone pills taken orally. The program proved to be very informative and useful.

A committee has been appointed to look into something “social” for members for the near future. It was decided that something strictly fun and frivolous be scheduled. We decided we all deserve it!

Kathy Hood
GRAND ISLAND EDUCATIONAL OFFICE PERSONNEL

The Grand Island Educational Office Personnel will hold election of officers at their March 16 meeting to be held at Grand Island Senior High School.

May 1st is the annual Spring Social. It has become a tradition that we take advantage of the fair weather and put on our walking shoes for a three mile journey. A light salad supper follows keeping in tune to the wellness theme of the evening.

We will also reveal our Secret Pals by bringing a May basket for our special person. These are very creatively and beautifully done; some including lace, ribbons, plants, etc.

The Evelyn B. Kraft Memorial Scholarship will be awarded to a high school senior from one of the three area high schools. The scholarship can be used at any business school or college in the state, providing a business course study is taken.

Barbara Sheffield

............................................................

LINCOLN PUBLIC SCHOOLS ASSOCIATION OF OFFICE PERSONNEL

The Lincoln Public Schools Association of Office Personnel held their Bosses Breakfast on January 15 with 276 in attendance. Our first Boss of the Year was Dr. Lyle Bergman, Principal at Goodrich Junior High School, Lincoln, Nebraska.

Many members are involved in Secret Friends from February 1 until our Spring Dinner on May 10, when we reveal the names of our Secret Friend. This activity is a lot of fun for those participating!!

At our February General Meeting, Dr. Marilyn Moore, Associate Superintendent for Instruction for the Lincoln Public Schools will speak to us on “Being a Professional.”

CPR classes will be held on February 16th for LPSAOP members. This first class will allow 20 members to attend.

The Ways & Means Committee will be making and selling pizza and lasagna in early March to raise money for our Scholarship Fund. T-shirts and sweatshirts are also available for purchase.

Our membership for 1989-90 school year is at 200 members.

Delores Wenz

............................................................

MILLARD EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

The Millard Educational Office Personnel Association is having a very fun, successful year. Our membership stands at 49 (out of a possible 77) and we have had a lot of variety in both food and programs at our monthly meetings.

At this time we are beginning to think about and make plans for Educational Bosses Week in May - talking about May, I’m ready for spring (however, I’m ready for spring starting about November 1st!). Our next 3 meetings will be geared to finalizing Bosses Week, working on election of next year’s officers,
and starting plans for our annual fall boutique.

In May we will be holding our annual meeting. Our guests for that meeting will be the scholarship winners from each of our two high schools and we will also be installing next year's officers. We hope all of you are also having a great year!

Leanna Bounds

NEOPA PAST PRESIDENTS

For those who attended the Spring meeting which was held at Doane College, do you remember the "mouse."

The NEOPA Past Presidents voted at their fall meeting to begin a scholarship fund so assistance could be provided to a deserving student so they would be able to attend college. Another doorstop mouse will be the item we will be accepting donations toward this scholarship fund. Your help and cooperation is needed!

See you at the Spring Conference in North Platte on May 5th.

Joyce Graybill, C.E.O.E.

OMAHA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

In January we enjoyed a tour of the Health, Physical Education and Recreation building on the UNO campus, with a talk by Kris Berg who has authored articles on good exercise and how it affects our health and well being.

In February we learned a little about D.A.R.E. (Drug Abuse Resistance Education) from Officer John Cress of the Omaha Police Department. This is a program which is offered in our grade schools.

We are also looking forward to our annual Style Show, "OPS Families on Parade" which will be held March 13, 1990, at Burke High School. Tickets and raffle tickets are being sold by OEOPA members. This is our major money making project to support our scholarship fund. We hope to have a good response so we can provide financial support to deserving OPS graduates who will pursue a career in business.

Eileen Knudsen

SANDHILLS EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

SEOPA met for their regular meeting on January 23 at 5:30 at Sands Motor Inn. Eighteen members were in attendance at the meeting with one new membership being paid. To date, SEOPA has a membership of thirty-two members. GREAT!
A short business meeting was held. Merle Konken was appointed to fill the vacancy of vice president for the remainder of the year. The vacancy was created by the resignation of Marilyn Buker. The SEOPA members agreed to sell concessions for the district basketball tournaments in February for their money-making project this year. All members were asked to sign up for a time they could work. Linda Einspahr was appointed as chairperson for the Scholarship Committee and was asked to bring proposals and guidelines for discussion to the next meeting. Reports were given by all spring conference chairpersons and all reported details for the convention are “blazing along.”

The next three meetings of SEOPA will be held at McKinley Education Center to work on the spring convention.

The program for the evening was given by Elaine Mulvaney, property manager, Gateway Realty.

Sandy Peters

WAYNE EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

The December WEOPA meeting found us exchanging gifts with our secret sisters and reliving our fondest Christmas memory. It’s always fun to hear how others celebrate this special time of year!

We are very excited about our fund-raising event this year. Each year we sponsor two scholarships for students attending Wayne State. In the past we have had bake sales which usually net us just enough money to cover the scholarship amounts. This year our group contracted with the college to serve cookies to our students during scheduled fee payment days in January. Each member was responsible for baking 10 dozen cookies. We offered the cookies free of charge to the students and netted over $400 from this venture!

In January, Jean Lutt, WSC Business Instructor, gave a very informative demonstration of the “Bulletin Board” computer software which is available to campus users.

We scheduled our February meeting on Valentine’s Day. After a box lunch exchange, Janet Schmitz, WSC French Instructor, taught us French “love phrases” to surprise our loved ones at home!

Kyle Rose

UNIVERSITY OF NEBRASKA OFFICE PERSONNEL ASSOCIATION

As I said in my last report, UNOPA is having an exciting year. Perhaps I should have added, UNOPA is also having a BUSY and EXCITING year. The months are flying by, and it won’t be long before we are meeting in North Platte for the spring conference. “They” say time goes by faster as you get older, but no one told me it would be this fast.

Congratulations to our nominees for NEOPA Professional of the Year Award, Janet Wagner and Pat Lehecka. Both ladies are outstanding!

We are thrilled to have Jan Harris as a candidate for president-elect on the state level. Jan provided outstanding leadership for UNOPA during her term(s) as president, and we extend to her our support.
Our ways and means project for the year, which is a raffle, was a great success adding many $$$ to our treasury. Our thanks go to the chair, Shirley Howell, and other members of her committee who worked very hard to make this a success.

Membership is still on the upswing. In November, I reported 274 members, and we have now grown to 292. I am confident we are going to make 300 this year!

The winter workshop sponsored by the Professional Growth Committee, “Creative Use of Personal Diversity,” was very well received by the membership. Seventy-one members attended the workshop to learn more about Myers Briggs personality type indicators.

Several members are hard at work on their PSP certification, and there is the possibility of three or more UNOPA members receiving their certificates at National in Denver. It was great seeing Jean Williss receive her PSP Advanced I plaque from UNOPA at our January meeting.

Employee Concerns is a very active committee at UNOPA and this year has been exceptionally busy for Kathy Ryan, chair. There are 9 (and they keep growing) committee representatives. Just a few of these are: Campus Parking, Fringe Benefits, Emergency Preparedness, and the latest to be added is Recycling Advisory.

UNOPA has made several donations in the past few months. The Executive Board, with their personal donations, purchased a brick for the Lied Center, which will inscribed “UNOPA 1989-90 Executive Board.” A sizable donation has been made to the Friends of Faculty and a possible donation to the Louise Henderson Nelson is on the agenda for the April general meeting.

Since we had so much fun at National in Wichita last year, there are quite a few of us anxiously awaiting National in Denver this July. Currently, there are 12 members planning to attend. It’s hard not to go back once you get started going. We look forward to seeing many of you there.

Exciting events coming up are: Bosses Luncheon in March, Rose Frolick Award/Past Presidents Luncheon in April, and Officer Installation and Silver Pen Award in May. These are all special activities for the membership.

So long till next time, and as the song goes “DON’T WORRY - BE HAPPY!”

Sandy Lineberry

NATIONAL ASSOCIATION OF EDUCATIONAL OFFICE PERSONNEL

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Membership Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Membership</td>
<td>$30</td>
<td>Continuous Membership</td>
</tr>
<tr>
<td>Renewal Membership</td>
<td>$30</td>
<td>(12 full months)</td>
</tr>
<tr>
<td>Associate Membership</td>
<td>$30</td>
<td>(All fees must be paid</td>
</tr>
<tr>
<td>Institutional Membership</td>
<td>$30</td>
<td>in U.S. Dollars)</td>
</tr>
<tr>
<td>Retired Membership (annual)</td>
<td>$5</td>
<td></td>
</tr>
<tr>
<td>Retired Life Membership (one-time payment)</td>
<td>$35</td>
<td></td>
</tr>
</tbody>
</table>

Name (Mrs., Mr., Miss, Ms.): ____________________________
Mailing Address: ______________________________________
City __________________________ State __________ Zip _____

Active membership fees include $15.00 for a one-year subscription to THE NATIONAL EDUCATIONAL SECRETARY.

- Elementary - Middle School - Secondary - Higher Education - State Department - Administration
- Vocational - Retired - Other (Specify): ____________________________

Recruited by (Name) ____________________________
(State/D.C./Foreign Country) ____________________________

THE NATIONAL EDUCATIONAL SECRETARY / WINTER 1989
GENERAL MEMBERSHIP MEETING
NEBRASKA EDUCATION OFFICE PERSONNEL ASSOCIATION
FALL CONFERENCE - OCTOBER 21, 1989
OMAHA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION
OMAHA, NEBRASKA

CALL TO ORDER
The Fall Conference business meeting was called to order by President Eva Stark at 12:50 p.m. at Omaha Public Schools, Omaha, Nebraska.

ROLL CALL
Roll call was answered by 92 members from the following areas:

<table>
<thead>
<tr>
<th>Area</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concordia Office Personnel</td>
<td>2</td>
</tr>
<tr>
<td>Department of Education OP</td>
<td>10</td>
</tr>
<tr>
<td>Doane EOPA</td>
<td>0</td>
</tr>
<tr>
<td>Fremont EOPA</td>
<td>0</td>
</tr>
<tr>
<td>Grand Island EOP</td>
<td>1</td>
</tr>
<tr>
<td>Lincoln Public Schools AOP</td>
<td>7</td>
</tr>
<tr>
<td>Millard EOPA</td>
<td>3</td>
</tr>
<tr>
<td>Omaha EOPA</td>
<td>35</td>
</tr>
<tr>
<td>Sandhills EOPA</td>
<td>2</td>
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<tr>
<td>South Central EOP</td>
<td>0</td>
</tr>
<tr>
<td>SouthEast NEOPA</td>
<td>4</td>
</tr>
<tr>
<td>SouthWest NEOPA</td>
<td>2</td>
</tr>
<tr>
<td>University Of Nebraska - Lincoln OPA</td>
<td>16</td>
</tr>
<tr>
<td>University Of Nebraska - Omaha EOP</td>
<td>3</td>
</tr>
<tr>
<td>Wayne EOPA</td>
<td>3</td>
</tr>
<tr>
<td>Tri County Schools - DeWitt</td>
<td>1</td>
</tr>
<tr>
<td>Gibbon Public School</td>
<td>1</td>
</tr>
<tr>
<td>Bradshaw Public School</td>
<td>1</td>
</tr>
<tr>
<td>ESU #3 - Omaha</td>
<td>1</td>
</tr>
</tbody>
</table>

The past presidents and retired members were asked to stand and be recognized.

MINUTES
A motion was made and seconded that the minutes of the April 29, 1989 Spring Conference be approved. Motion carried.

COMMUNICATIONS
A letter of resignation was received from Mary Kosta, secretary for NEOPA. Her resignation is effective as of October, 1989. Margene Flanders of Sandhills EOPA was appointed to fill the secretary vacancy for the remainder of the term of 1989-90.

TREASURER'S REPORT
Delores Wenz presented the treasurer's report as printed in the packet with the following balances as of October 21, 1989:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking</td>
<td>$1,742.39</td>
</tr>
<tr>
<td>Money Market</td>
<td>2,666.57</td>
</tr>
<tr>
<td>Savings</td>
<td>3,373.36</td>
</tr>
</tbody>
</table>

The report will be placed on file for audit.

COMMITTEE REPORTS

Audit - Janyce Kirkendall

There was none.
Constitution & By-Laws - Carolyn Young

The following proposal was accepted by the Executive Board on October 21, 1989: Change in the Standing Rules #2:

Registration fees for non-members attending the Annual Spring Meeting and the Fall Workshop shall be (add.) at least, but not limited to $2.50 more than the registration fee paid by Association members. Individuals must be a member of NEOPA by October 15 in order to attend the Fall Workshop at the member registration fee.

The reason for this change is to allow the associations hosting the conferences flexibility in setting the registration fee for non-members attending.

A motion was made and seconded to accept the change in the Standing Rules #2 to read as above. Motion carried.

Employee of the Year - Joyce Graybill

The Employee of the Year Committee presented the following amendment to the Bylaw Article XI-Duties of Committees, Section 1.d.:

Presently reads:

Employee of the Year Committee - The Employee of the Year Committee shall promote participation in, receive nominations, and oversee the election of an outstanding Association member to be recognized at the Annual Spring Meeting. This is not an automatic annual award. If there are no nominations, or if there are no suitable candidates nominated, the award will not be presented.

Recommended change:

Change "Employee of the Year" to read "Educational Professional Employee of the Year".

This recommended change would bring the award in compliance with that of the National Association of Educational Office Personnel Bylaws.

The Executive Board recommended that the amendment shall be submitted in writing to the membership in advance of the Annual Spring Meeting. A two-thirds favorable vote of members voting is required for approval. The amendment shall become effective immediately following the adoption.

Field Service - Joanne Lahm

The Field Service Committee has been in contact with several school districts about NEOPA.

Finance - Eileen Knudsen

There was none.
Meetings Coordinating - Marcella Shotwell

An official invitation has been accepted from Kathy Warren of Bradshaw Public School to host the October 27, 1990 Fall Conference in Bradshaw, Nebraska. The past presidents of NEOPA will assist in hosting the conference with Bradshaw Public School.

The association scrapbooks have been updated and were on display at the Membership table.

Membership - Doris Merriman

The membership report included the following:

In conjunction with the Omaha Educational Office Personnel Association, the Membership Committee mailed 356 letters addressed to the Secretary of the Superintendent of Nebraska public schools, colleges, and educational units. It contained four pages including information about NEOPA, a NEOPA membership form, the fall conference schedule, and a registration form.

A special thanks to Joyce Graybill, Pat Lundahl and Sharon Gathman for all of their assistance with this mailing.

To date seven new members have resulted from this letter plus one interested secretary in Verdigre.

<table>
<thead>
<tr>
<th>Membership</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>New Members</td>
<td>28</td>
</tr>
<tr>
<td>Active Members</td>
<td>121</td>
</tr>
<tr>
<td>Retired Members</td>
<td>10</td>
</tr>
<tr>
<td>Associated Members</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL (10-20-89)</td>
<td>160</td>
</tr>
<tr>
<td>Early Bird Members</td>
<td>130</td>
</tr>
</tbody>
</table>

Sandhills Educational Office Personnel Association was the recipient of the Early Bird Traveling Trophy.

NAEOP Conference Attendance Coordinator - Sandy Lineberry

Sandy Lineberry is the NAEOP Attendance Coordinator. She displayed sashes ($10 each) and pens (various styles and prices) that could be purchased for the National Convention to be held in Denver, Colorado in July of 1990. Orders are being taken now and will be delivered at the May NEOPA conference.

A survey concerning NAEOP conference issues will be sent out with our next newsletter.

It was decided to participate in a challenge breakfast for membership growth at the National conference. A basket of goodies will be exchanged in reference to this challenge.

Transportation and lodging costs for the National convention were discussed. Chartering a bus proved to be very expensive and not feasible. Lodging rates will be approximately $90.00 per night. Approximately 24 people are planning to attend.
Newsletter - Kathy Svoboda

Kathy introduced her committee members. This committee will be presenting the 1989 Fall issue of our newsletter to the NAEOP judging committee.

November 13, 1989 is the deadline for our Winter newsletter.

Nominating - Naomi Robison

Naomi introduced her committee. They will focus on trying to get out-state members to have their name placed on the ballot for next year's election of officers.

Professional Standards Program - Patricia Podjenski

There was none.

Publicity - Wave Marcisak

There was none.

Scholarship - Kathy Warren

The committee reported the scholarship award has been changed from $200 to $400 per year - $200 payable first semester upon enrollment and $200 payable second semester upon receipt of a transcript showing a "C" or above grade average and proof of registration for second semester. $100 will be expended from the General Fund checking account and $300 from the Scholarship Fund for the 1990-91 scholarship award.

Ways & Means - Audrey Schardt & Alice Torwirt

The Ways & Means Committee presented the "Mini-Vacation" raffle. The "Mini Vacation" will consist of two nights at the Hilton Hotel in Lincoln, two dinners, two breakfasts, theater tickets and $50 cash for a shopping spree. A 50/50 Raffle was held with 1/2 of winnings to the winner and 1/2 to be contributed to the National Building Fund.

UNFINISHED BUSINESS

A. Spring Conference in North Platte

Pat Leiding of North Platte extended an official invitation from Sandhills Educational Office Personnel Association to attend the NEOPA Spring Conference on May 5, 1990 in North Platte, Nebraska. The theme will be "Blazing Trails to New Horizons". An early bird western roundup, hosted by SEOPA, will be held the evening of May 4, 1989 with location and time to be announced.

B. Nebraska Council of School Administrators Workshop - November 8, 1989 and April 4, 1990

President Eva Stark announced the NCSA Workshops to be held on November 8, 1989 in Lincoln and April 4, 1990 in North Platte. She suggested that as many members try to attend as possible.
NEW BUSINESS  There was none.

ANNOUNCEMENTS  There was none.

ADJOURNMENT  President Eva Stark adjourned the meeting at 1:30 p.m.

Respectfully Submitted,

[Signature]
Margene Flanders,
NEOPA Secretary

[Signature]
Janyce Kirkendall,
NEOPA Minutes Approval Committee

[Signature]
Eva Stark,
NEOPA President
The Sandhills Educational Office Personnel Association, representing North Platte Public Schools, Hershey Public Schools, and Sutherland Public Schools, invite you to join us on the "Blazing Trails to New Horizons" on May 5, 1990 at North Platte High School.

**WESTERN ROUND-UP**

Our local association would like to show our western hospitality at an early get-together sponsored by SEOPA on Friday evening at the Stockman Inn (Room A). Hope you will arrive early to enjoy some conversation and hors d'oeuvres at this western round-up --- time is set for 7:30 -9:00 P.M.

**BUNKHOUSE MEMO:**

The Stockman Inn (formerly Ramada Inn) has reserved a block of 25 rooms at $34.00 per night. Anyone wishing to make a reservation at the Stockman Inn can phone (308) 534-3630 and specify that you'll be attending the NEOPA Convention.

MAKE PLANS NOW FOR THE ROUND-UP AT NORTH PLATTE!
Nebraska Educational Office Personnel Association  
Spring Meeting/Conference  
Agenda  
"BLAZING TRAILS TO NEW HORIZONS"  
North Platte High School  
1000 West Second Street  
North Platte, Nebraska 69101  
May 5, 1990  
8:15 - 9:00 a.m. 1. Registration/Continental Breakfast - Library  
(Executive Board Meeting - Central Administration Office)  
9:00 - 10:30 a.m. 2. SEOPA Welcome - Little Theatre  
3. Welcome - Mrs. Eva Stark  
   NEOPA President  
4. Welcome - Dr. Douglas D. Christensen  
   Superintendent of Schools  
   North Platte, Nebraska  
   Program: "Being All You Can Be"  
10:30 - 10:40 a.m. 5. Break  
10:40 - 11:50 a.m. 6. NEOPA Business Meeting  
12:00 - 1:15 p.m. 7. Installation/Lunch - Library  
1:30 - 2:30 p.m. 8. Little Theatre for Programs  
   Program: "Games Mother Never Taught You/How to Compete in a Blue Collar World"  
   M. L. Martin, Owner/Manager  
   Culligan Water Conditioning Company  
   North Platte, Nebraska  
2:30 - 2:45 p.m. 9. Break  
2:45 - 3:45 p.m. 10. Program: "Life Can Be a Full Meal Deal"  
   Mary Dahl  
   Assistant Superintendent  
   North Platte Public Schools  
3:45 - 4:00 p.m. 11. Farewells: Doris Merriman  
   1990-91 NEOPA President
DR. DOUGLAS CHRISTENSEN

Douglas Christensen is Superintendent of Schools in North Platte, Nebraska. Christensen has been a high school science teacher, university instructor, principal, and county superintendent. In 1989 he was selected Nebraska Superintendent of the Year. Effective July 1, 1990, he will become the Assistant Commissioner of Education for Nebraska.

"Being All You Can Be"

To be "all one can be" requires personal vision, a positive sense of self worth, and a sound sense of values. It is important to set goals, to develop your knowledge, skills and abilities, and to have the courage to believe in yourself and what you are doing.

The prescription for being "all you can be" is simple. But it's not easy. Commitment to purpose, to self, and to others is the most difficult to achieve.

Mary Dahl

Mary Dahl is Assistant Superintendent of the North Platte Public Schools. She has been an educator for eighteen years. During that time she has taught elementary and high school students, principled an elementary school, and worked in general school administration. She has made many area, state, and national presentations on leadership, professional development, time management, women's issues in the workplace, and effectiveness on the job.

"Life Can Be A Full Meal Deal"

The smorgasbord of options for success in life is huge. The meal you choose from the many selections can be nutritional, colorful, well-balanced, and satisfying. Mary will explore ways of making sure you get a life's "full meal deal" without suffering terminal indigestion! A combination of sound, practical ideas and humor will make this a session you're not going to want to miss.

M. L. Martin

M. L. Martin purchased a partnership in Culligan in August, 1984 and bought out the partner in April, 1986. M. L. is now in a "family" owned business with her husband as "The Culligan Man" and M. L. as "The Water Woman."

M. L.'s prior background is in vocational counseling/career planning with Southeast Community College in Lincoln, painting contractor, commodity broker, and an advertising salesperson.

"Games Mother Never Taught You/Or How To Compete In A Blue Collar World"

M. L.'s discussion will not be how to plumb a house, but rather amassing various skills you have and utilizing them to your best advantage. She will focus on the importance of building on existing skills rather than "retooling" everytime you head in a new career direction.
REGISTRATION FORM

NEBRASKA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

Spring Conference
Saturday, May 5, 1990
North Platte Public Schools
1000 West 2nd
North Platte, Nebraska

The Sandhills Educational Office Personnel Association invites you to attend The Nebraska Educational Office Personnel Association Spring Conference. We look forward to having you "Blaze the Trails to New Horizons", renew old friendships, and nurture new ones.

Please complete and return this registration form by April 20, 1990.

Registration Fee: Everyone attending must pay a registration fee.

NEOPA Member: $12.50 through April 20, 1990
$15.00 after April 20, 1990

Non-Member $15.00 through April 20, 1990
$20.00 after April 20, 1990

Late Registrations are discouraged. NO REFUNDS AFTER APRIL 23, 1990.

The registration fee will be the only fee required. No additional charges will be made.

Your contribution to the NEOPA Ways and Means Country Store will be appreciated.

SEND CHECK, ALONG WITH THIS FORM, PAYABLE TO:

Margene Flanders
North Platte Public Schools
P.O. Box 1557
North Platte, NE 69103-1557

Name: ______________________________________

Address: _____________________________________

City/Zip: ___________________________ Telephone: _________________

Place of Employment: _____________________________

____ NEOPA Member ______ Non-Member (Please check one)

Amount Enclosed $_______
THINGS TO SEE AND DO - 1990
NORTH PLATTE and LINCOLN COUNTY, NEBRASKA

BUFFALO BILL'S RANCH
(308) 532-4795
OPEN 10 a.m. to 8 p.m. EVERY DAY
MEMORIAL DAY THROUGH LABOR DAY
OPEN 9 a.m. to 5 p.m. MONDAY - FRIDAY
FROM APRIL 1 TO MAY 28, 1990
OPEN 1 p.m. to 5 p.m. on SATURDAY and SUNDAY
BEGINNING APRIL 30 to MEMORIAL DAY
OPEN 9 a.m. to 5 p.m. (BARN CLOSED)
MONDAY - FRIDAY
and 1 p.m. to 5 p.m.
SATURDAY and SUNDAY
SEPTEMBER 3 to OCTOBER 31, 1990
THE RANCH IS CLOSED
DURING THE MONTHS OF
NOVEMBER, DECEMBER, JANUARY,
FEBRUARY and MARCH
A State Park Permit is required and
can be purchased at the Ranch
— Single Day Permit is $2.00 —

BUFFALO STEW COOK-OUT
AT BUFFALO BILL'S RANCH
(308) 532-4795
JULY 4 to AUGUST 10, 1990
6 p.m. — WEDNESDAY, THURSDAY and
FRIDAY NIGHTS
ADULTS - $4.50 — CHILDREN - $3.50

NEBRASKAland DAYS
(308) 532-7939
25th ANNIVERSARY CELEBRATION
JUNE 16 - 24, 1990
Over 75% of the Events are Free of Charge

ROUGH RIDERS
NIGHTLY RODEO
(308) 532-4966
8:30 p.m. EVERY NIGHT
JUNE 30 through AUGUST 19, 1990
TWIN RIVERS ARENA (South on Highway
83 and west on Walker Road)
Adults $4.00 — Children $2.00
Senior Citizens $3.50

ADAM CHRIST “INDIAN
ARTIFACTS” DISPLAY
(308) 534-9265
Mid-Plains Community College Area Office
FIFTH & JEFFERS
OPEN 8 a.m. - 5 p.m. MONDAY - FRIDAY

CODY GO-KARTS
(308) 534-8277 or 534-3608
1-800-INTERCHANGE
GO-KARTS, BUMPER BOATS, WATER SLIDE,
HI-BALL. FRONTIER KIDDEE RIDES,
SLICK TRACK RACING
OPEN EVERY DAY
MEMORIAL DAY through
LABOR DAY — OPEN WEEKENDS PRE
and POST SEASON
RESERVATIONS AVAILABLE

DAUGHTERS OF THE
AMERICAN REVOLUTION
MUSEUM
MEMORIAL PARK — LOCATED ON EAST 4th
(STEAM LOCOMOTIVE)
OPEN MEMORIAL DAY - LABOR DAY
1 p.m. - 5 p.m. TUESDAY - SUNDAY
(CLOSED MONDAYS). FREE ADMISSION

LINCOLN COUNTY
HISTORICAL MUSEUM
(308) 534-5640
Home of the War II Canteen
OPEN EVERY DAY
MEMORIAL DAY through LABOR DAY
9 a.m. to 6 p.m. MONDAY - SATURDAY
and 1 p.m. to 5 p.m. SUNDAY
GROUP TOURS BY APPOINTMENT
YEAR AROUND
FREE ADMISSION / DONATIONS ACCEPTED

CODY PARK UNION PACIFIC
RAILROAD MUSEUM
LOCATED IN CODY PARK
OPEN MAY 1 THROUGH SEPTEMBER 3, 1990
10 a.m. to 2 p.m. and 3 p.m. to 7 p.m.
THURSDAY through MONDAY
(CLOSED TUESDAY and WEDNESDAY)
FREE ADMISSION

SKYLINE RANCH
AND MUSEUM
OPEN ALL DAY BY APPOINTMENT
CALL ALEX and DOROTHY KASINA 532-5809
FREE ADMISSION

MISS NEBRASKA PAGEANT
8 p.m. JUNE 7, 8 & 9, 1990
NORTH PLATTE HS. LITTLE THEATER
$8 THURSDAY & FRIDAY
$12 SATURDAY

UNION PACIFIC RAILROAD
BAILEY YARDS
OBSERVATION DECK OPEN 24 HOURS A DAY
YEAR AROUND — FREE ADMISSION

LINCOLN COUNTY FAIR
AUGUST 9-11, 1990
AT THE LINCOLN COUNTY FAIRGROUNDS
MOST EVENTS ARE FREE

FORT MCFHERSON
NATIONAL CEMETARY
MAXWELL, NEBRASKA
OFFICE HOURS 8 a.m. - 1 p.m.
MAYDAY - FRIDAY
OPEN 24 HOURS — FREE ADMISSION

VALLEY VIEW GUEST RANCH
MAXWELL, NEBRASKA
OPEN EVERY DAY
HORSEBACK RIDING and RIDE RACES
FEES VARY WITH ACTIVITIES

RANGE ROUND-UP
WILD WEST ARENA
5 p.m. AUGUST 4, 1990
OTHER ENTERTAINMENT BEGINS AT NOON

ARTS IN THE PARK
CODY PARK
SEPTEMBER 9, 1990

LINCOLN COUNTY RACEWAY
STOCK CAR RACES
JUNE 20 - 23, 1990
OLD CEDAR BOWL — WEST HIGHWAY

SUTHERLAND RODEO & PARADE
JULY 3 & 4, 1990

BRADY ACHIEVEMENT DAY
AUGUST 4, 1990

HERSHEY FALL FESTIVAL
AUGUST 25, 1990

WELLFLEET FALL FESTIVAL
SEPTEMBER 8, 1990

WALLACE FALL FESTIVAL
SEPTEMBER 15, 1990

BOATING
FISHING
CAMPING
LAKE MALONEY — NORTH PLATTE
JEFFREY LAKE — BRADY
SUTHERLAND RESERVOIR — SUTHERLAND
(State Park Permit is Required in Some Areas)

OCTOBERFEST BALL
OCTOBER 8, 1990
NORTH PLATTE KNIGHTS OF COLUMBUS HALL

For Additional Information, Contact:
North Platte/Lincoln Co. Convention & Visitors Bureau
502 South Dewey
North Platte, NE 69101
(308) 532-4729 or 532-4966
1989-90 NEOPA Membership Update

Listed below are members who have joined NEOPA since our last newsletter.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address 1</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Title</th>
<th>Address 2</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virginia Backstrom</td>
<td>RR #1, Box 180</td>
<td>Wayne</td>
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<td>Marilyn Kay Bunker</td>
<td>RR #3, Box 139</td>
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<td>Judy Stocking</td>
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<td>Pamela Whitted</td>
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<td>Shirley Blaker</td>
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<td>Dianne Lamb</td>
<td>304 East 34 Street</td>
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<td>Cheryl Oathout</td>
<td>6162 Hickory</td>
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<td>H. (402) 551-4257</td>
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<td>Bertha Schmecker</td>
<td>403 N. Ingall</td>
<td>Eustis</td>
<td>69028</td>
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<td>H. (308) 486-5697</td>
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<td>Leone Thompson</td>
<td>9436 Fowler Avenue</td>
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<td>H. (402) 571-1576</td>
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<td>Jean Youngberg</td>
<td>9605 Ruggles</td>
<td>Omaha</td>
<td>68134</td>
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<td>University of NE-Omaha</td>
<td>H. (402) 571-3940</td>
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<td>Kathy Ryan**</td>
<td>1012 S. 39 Street</td>
<td>Lincoln</td>
<td>68510</td>
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<td>University of NE-Lincoln</td>
<td>H. (402) 483-2076</td>
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**ADDRESS CHANGE**

Professional Standards Program

The PSP Committee will honor our PSP recipients at the Spring Conference. Check this newsletter for the survey and/or history sheet which needs to be filled out and returned to Patricia Podjenski. Every year our membership changes and members receive new certificates so we are asking for your help to keep our records current. The PSP Committee would appreciate everyone taking a moment and completing the survey.

Just a reminder, we want to encourage the members working on a PSP certificate. We know the extra time and money that is necessary to obtain a certificate, and applaud your efforts in this endeavor. We especially want to hear from you if you will be receiving a certificate this school year. May 15 is the cut-off date for filing forms in order to receive a certificate at the Annual Meeting.

Please remember the PSP Committee is anxious to provide information about the Professional Standards Program. Mary White, Omaha Public Schools, (402/734-0478) and Kathleen Ryan, University of Nebraska at Lincoln, (402/483-2076), are also available to answer any questions, so let us know if we can be of help to you or your organization.

Patricia Podjenski, CEOE
PSP Committee Chairman
(402/551/1731)
Recipients of Professional Standards certificates will be recognized at the annual Spring Conference which will be held at North Platte High School in North Platte, NE. If you have received, or will receive a PSP certificate during the 1989-90 school year, please complete the information below and send to:

Patricia Podjenski  
NEOPA PSP Committee  
3011 South 48 Avenue  
Omaha, NE  68106

NAME_________________________________________PHONE_________________

ADDRESS____________________________________________________________________

PLACE OF EMPLOYMENT________________________________________________________

CERTIFICATE(S) AND DATE(S) RECEIVED, OR ANTICIPATED DATE OF RECEIPT: ________________________________

Do you plan to attend the Spring Conference at North Platte?___Yes___No

Are you presently working on a PSP certificate but will not meet all the requirements needed to obtain the certificate during the 1989-90 year? We would very much like to hear from you also. Please complete the information below and return to:

Patricia Podjenski  
NEOPA PSP Committee  
3011 South 48 Avenue  
Omaha, NE  68106

NAME_________________________________________PHONE_________________

ADDRESS____________________________________________________________________

PLACE OF EMPLOYMENT________________________________________________________

CERTIFICATE PRESENTLY WORKING ON__________________________________________

Do you plan to attend the Spring Conference in North Platte?___Yes___NO
Dear Lord,

Help me to do my work well, to have the memory of an elephant, the patience of a saint and the hide of a rhinoceros.
And when the boss asks me to stay late to type a three-page letter that absolutely must go out today, and he doesn’t get around to signing it until tomorrow, please help me to keep my mouth shut.

Lord, never let me lose patience, even when the boss has me searching for a file for hours that is later discovered on his desk.
Help me to have the knowledge of a genius, although my education may be limited to high school and secretarial training.
Help me to understand and carry out all instructions without any explanations.
And let me always know exactly where my boss is and when he will return, even though he never tells me when he leaves.

AMEN
Zola Young
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CC 0622