

2020-2021 Board Directory

L.E.A.R.N. Leadership – Education – Achievement Recognition – Networking

The mission of the National Association of Educational Office Professionals (NAEOP) is to provide professional growth through leadership, education, achievement, recognition, and networking opportunities for educational office professionals.

Executive Committee

Mary Guest, CEOE President
Paula Rosenberger, CEOE President Elect
Bonnie J. Miller, CEOE Vice President
Charlotte Zeller, CEOE Secretary/Treasurer

Jill Averyhart, CEOE Immediate Past President

Area Directors

Marie Freeman North Central Katherine Reichley, CEOE Northeast Ramona Clark, CEOE Northwest

Georgette Council, CEOE Southeast Director
Teresa Himmelberger, CEOE Southwest Co-Director
Sharon Mena, CEOE Southwest Co-Director

Council Chairmen

Jackie Flood, CEOE Administrative
Becky Steen Elementary

Tammy Q. Johnson, CEOE Higher Education

Beth Heyden, CEOE Secondary Education Co-Chairman Brenda Spieker, CEOE Secondary Education Co-Chairman

Appointees

Brian Weston, CEOE Parliamentarian
Kathy Buck, CEOE Presidential Advisor
Lola Young, CEOE Presidential Advisor
Carol Bom, CEOE Presidential Aide
Melody Wise Butler, CEOE Transition Coordinator

Committee Chairmen

Sharon Mena, CEOE Advisory Council/Affiliates Co-Chairmen

Teresa Himmelberger, CEOE

Jackie Flood, CEOE Awards/Student Scholarships Co-Chairmen

Melody Wise Butler, CEOE

Charlotte Zeller, CEOE Bylaws

Katherine Reichley, CEOE Long Range Planning Co-Chairmen

Marie Freeman

Bonnie Miller, CEOE Membership

Paula Rosenberger, CEOE Professional Development/Handbook/Nominations

and Elections

Ramona Clark, CEOE Professional Standards Program (PSP)

Georgette Council, CEOE Public Relations

Ex Officio

Darcy Blackstock NAEOP Foundation President

Debora Jensen, CEOE NAREOP President

NAEOP 2020-2021 Foundation Board of Trustees

Darcy Blackstock, President Charla Callahan, Vice President Darlene Hovorka, CEOE, Secretary Sherry Wilson, CEOE, Treasurer Mary Meyers, CEOE, Scholarship Co-Chairman

Gayle Schnorenberg, CEOE, Public

Relations Chairman

Jill Averyhart, CEOE, Trustee (Past President)

Mary Guest, CEOE, NAEOP President Paula Rosenberger, CEOE, NAEOP Liaison Debora Jensen, CEOE, NAREOP President Carol Spencer, CEOE, President Emeritus

foundationpresident@naeopboard.org foundationvp@naeopboard.org foundationsecretary@naeopboard.org foundationtreasurer@naeopboard.org foundationscholarship@naeopboard.org Cathy McHenry, CEOE, Scholarship Co-Chairman foundationcoscholarship@naeopboard.org

foundationpr@naeopboard.org

foundationtrustee@naeopboard.org president@naeopboard.org presidentelect@naeopboard.org nareoppresident@naeopboard.org carol44115@att.net

NAREOP 2020-2021 Officers

Debora Jensen, CEOE, President mmcollector67209@yahoo.com Darlene Hovorka, CEOE, Co-President Elect heyrez75@gmail.com Karen Pulaski, Co-President Elect kpulaski@wildblue.net Sharon Lucas. Vice President lucasfamily4@skybest.com Sarah Tierce, CEOE, Secretary/Treasurer satierce@yahoo.com Connie VanHoesen, CEOE, Immediate Past President van40002@gmail.com

> **National Office Staff Advanced Association Management 521 First Street** Milford. NE 68405 402-761-2216

Taylor Moore, Co-Executive Director Kathi Schildt, Co-Executive Director

staff@naeop.org kathi@youraam.com

The vision of the National Association of Educational Office Professionals (NAEOP) is to be the leading resource for educational professionals.

Jill Averyhart, CEOE

Board Position: Immediate Past President
Board Email: pastpresident@naeopboard.org

Birthday: July 3

Home Address: 2173 Wilkinson Drive

Columbia, SC 29229 Time Zone: Eastern

Cell: 803-553-4305

Employer: Richland School District Two

Position: Executive Assistant
Office Address: 124 Risdon Way

Columbia, SC 29223

Office Phone: 803-738-3206

Personal Email: javeryhart@richland2.org

Darcy Blackstock

Board Position: Foundation President

Board Email: foundationpresident@naeopboard.org

Birthday: August 7

Home Address: 1207 Silver Moon Trail

Crosby, TX 77532 Time Zone: Central

Cell: 713-822-4658 Employer: Channelview ISD

Position: Administrative Assistant

Office Address: 828 Sheldon Road

Channelview, TX 77530

Office Phone: 281-452-8008

Office Email: darcy.blackstock@cvisd.org

Carol Bom, CEOE

Board Position: Presidential Aide

Board Email: presidentialaide@naeopboard.org

Birthday: December 1 Home Address: 6529 Logan Ave

Lincoln, NE 68507 Time Zone: Central

Cell: 402-770-7531

Employer: Nebraska Department of Education

Position: Office Associate

Office Address: 301 Centennial Mall South, 6th Floor

Lincoln, NE 68509-4987

Office Phone: 402-471-4350

Office Email: carol.bom@nebraska.gov

Kathy Buck, CEOE

Board Position: Presidential Advisor

Board Email: presidentialadvisor1@naeopboard.org

Birthday: November 29

Home Address: 1248 Morehouse Rd

Emmett, ID 83617 Time Zone: Mountain

Cell: 208-963-1528

Employer: NA

Position:

Office Address:

Office Phone:

Office Email: klrainbow49@gmail.com

Melody Wise Butler, CEOE

Board Position: NAEOP Transition Coordinator Board Email: transition@naeopboard.org

Birthday: March 11

Home Address: 1604 Teakwood Lane

Columbia, SC 29223 Time Zone: Eastern

Cell: 803-741-6177

Employer: Richland Northeast High School

Position: Bookkeeper

Office Address: 7500 Brookfield Road

Columbia, SC 29223

Office Phone: 803-699-2800

Office Email: mbutler@richland2.org

Ramona Clark, CEOE

Board Position: Northwest Area Director
Board Email: northwest@naeopboard.org

Birthday: July 8

Home Address: 967 E Folgado Court

Kuna, ID 83634 Time Zone: Mountain

Cell: 208-571-6584

Employer: Boise State University
Position: Management Assistant
Office Address: 1910 University Drive

Boise, ID 83725

Office Phone: 208.426.3764

Office Email: RamonaClark@BoiseState.edu

Georgette Council, CEOE

Board Position: Southeast Area Co-Director Board Email: southeast@naeopboard.org

Birthday: August 23

Home Address: 231 Strathmore Drive

Blythewood, SC 29016 Time Zone: Eastern

Cell: 803-528-7164 Employer: Richland Two

Position: Executive Assistant
Office Address: 124 Risdon Way

Columbia, SC 29223

Office Phone: 803-738-3236

Office Email: gcouncil@richland2.org

Jackie Flood, CEOE

Board Position: Administrative Council Chairman Board Email: admincouncil@naeopboard.org

Birthday: April 5

Home Address: 5089 Lima Road

Geneseo, NY 14454 Time Zone: Eastern

Cell: 585-233-1890

Employer: Genesee Valley BOCES

Position: Program Assistant
Office Address: 40 Spring Street

Livonia, NY 14487

Office Phone: 585-346-4105

Office Email: jflood@gvboces.org

Marie Freeman

Board Position: North Central Area Director
Board Email: northcentral@naeopboard.org

Birthday: March 3

Home Address: P.O. Box 4006

Waynesville, MO 65583 Time Zone: Central

Cell: 573-528-3767

Employer: Waynesville R-VI School District Position: Community Resource Office

Office Address: 12225 Pulaski Avenue Building 8041

Ft. Leonard Wood, MO 65473

Office Phone: 573-528-2253

Office Email: mfreeman@waynesville.k12.mo.us

Mary Guest, CEOE

Board Position: President

Board Email: president@naeopboard.org

Birthday: September 20

Home Address: 1900 S 13 Street, #3

Lincoln, NE 68502 Time Zone: Central

Cell: 402-613-2430

Employer: University of Nebraska-Lincoln

Position: Executive Assistant

Office Address: 301 Canfield

Lincoln, NE 68588-0433

Office Phone: 402-472-3123

Office Email: mary.guest@unl.edu

Beth Heyden, CEOE

Board Position: Secondary Education Council Co-Chairman

Board Email: secondary@naeopboard.org

Birthday: July 13

Home Address: 27688 Eagles Crest Drive

Menifee, CA 92585 Time Zone: Pacific

Cell: 951-553-9207

Employer: Perris Union High School District

Position: Secretary II/Instructional Data Support

Office Address: 1151 N A Street

Perris, CA 92570

Office Phone: 951-943-6369, x 81114
Office Email: beth.heyden@puhsd.org

Teresa Himmelberger, CEOE

Board Position: Southwest Area Co-Director southwest@naeopboard.org

Birthday: February 21

Home Address: 4996 S. Camino Real Drive

Holladay, UT 84117 Time Zone: Mountain

Cell: 801-548-1815

Employer: Granite School District

Position: Payroll Administrative Secretary

Office Address: 2500 S. State Street

Salt Lake City, UT 84115

Office Phone: 385.646.4311

Office Email: thimmelberger@graniteschools.org

Debora Jensen, CEOE

Board Position: NAREOP President

Board Email: nareoppresident@naeopboard.org

Birthday: September 4

Home Address: 275 S. Maple Dunes Ct

Wichita, KS 67235 Time Zone: Central

Cell: 316-644-1248

Employer: retired

Position:

Office Address:

Home Phone: 316-721-0944

Office Email: mmcollector67209@yahoo.com

Tammy Q. Johnson, CEOE

Board Position: Higher Education Council Chairman

Board Email: highered@naeopboard.org

Birthday: October 01

Home Address: 2934 Tait Terrace

Norfolk, VA 23509 Time Zone: Eastern

Cell: 757-544-6881

Employer: Norfolk State University

Position: Administrative and Office Specialist III

Office Address: NSU, HPE/EXS Dept

700 Park Ave, Echols-Room 166

Norfolk, VA 23504

Office Phone: 757-823-8787

Office Email: tqjohnson@nsu.edu

Sharon Mena, CEOE

Board Position: Southwest Area Co-Director Board Email: southwest@naeopboard.org

Birthday: January 7

Home Address: 2717 Colony Village

Bryan, TX 77808 Time Zone: Central

Cell: 254-205-2086

Employer: Texas A&M University
Position: Executive Assistant II

Office Address: TAMU 1112

College Station, TX 77843

Office Phone: 979-847-9360

Office Email: sharonm@tamu.edu

Bonnie Miller, CEOE

Board Position: Vice President

Board Email: vicepresident@naeopboard.org

Birthday: July 10

Home Address: PO Box 38, 1220 Newton Street

Larimer, PA 15647 Time Zone: Eastern

Cell: 412-877-9036 Employer: Pace School

Position: Executive Assistant
Office Address: 2432 Greensburg Pike

Pittsburgh, PA 15221

Office Phone: 412-342-4386

Office Email: bmiller@paceschool.org

Katherine Reichley, CEOE

Board Position: Northeast Area Director
Board Email: northeast@naeopboard.org

Birthday: June 22 Home Address: P.O. Box 436

112 W Sheridan Ave

Somerset, OH 43783-0436 Time Zone: Eastern

Home Phone: 740-743-1559

Employer: Otterbein University, Office of Academic Affairs
Position: Academic Assessment & Accreditation Specialist

Office Address: Academic Affairs

1 S Grove Street

Westerville, OH 43081

Office Phone: 614-823-1173

Office Email: kreichley@otterbein.edu

Paula Rosenberger, CEOE

Board Position: President Elect

Board Email: presidentelect@naeopboard.org

Birthday: October 3

Home Address: 308 Bentwood Lane

Columbia, SC 29229 Time Zone: Eastern

Cell: 803-556-5054

Employer: Richland School District Two, Longleaf Middle School

Position: Student Data Coordinator Office Address: 1160 Longreen Parkway

Columbia, SC 29229

Office Phone: 803-691-4049 x36004
Office Email: prosenbe@richland2.org

Brenda Spieker, CEOE

Board Position: Secondary Education Council Co-Chairman

Board Email: secondary@naeopboard.org

Birthday: October 4

Home Address: 2750 Arlington Avenue

Lincoln, NE 68502 Time Zone: Central

Cell: 402-560-4165

Employer: Lincoln Public Schools, Pound Middle School

Position: Secretary to the Principal Office Address: 4740 South 45th Street

Lincoln, NE 68516

Office Phone: 402-436-1217
Office Email: bspieke@lps.org

Becky Steen

Board Position: Elementary Council Chairman Board Email: elementary@naeopboard.org

Birthday: September 21

Home Address: 605 8th Avenue East

Sisseton, SD 57262 Time Zone: Central

Cell: 605-228-8476

Employer: Sisseton Public School District 54-2

Position: Secretary to the Principal Office Address: 516 8th Avenue West

Sisseton, SD 57262

Office Phone: 605-698-7613, ex 1
Office Email: Becky.Steen@K12.sd.us

Brian Weston, CEOE

Board Position: Parliamentarian

Board Email: parliamentarian@naeopboard.org

Birthday: January 22

Home Address: 327 Downs Dr Time Zone: Eastern

Columbia, SC 29209

Cell: 803-626-3001

Employer: Richland School District One

Position:

Office Address: 1225 Oak Street

Columbia, SC 29204

Office Phone: 803-231-6847

Office Email: bdweston1@gmail.com

Lola Young, CEOE

Board Position: Presidential Advisor

Board Email: presidentialadvisor2@naeopboard.org

Birthday: August 28

Home Address: 1600 Dixie Trail

Lincoln, NE 68527 Time Zone: Central

Cell: 402-304-1917

Employer: University of Nebraska - Lincoln

Position: Business Associate

Office Address: 102 Forestry Hall - PO Box 830815

Lincoln, NE 68583-0815

Office Phone: 402.472.6623
Office Email: lyoung5@unl.edu

Charlotte Zeller, CEOE

Board Position: Secretary/Treasurer

Board Email: secretarytreasurer@naeopboard.org

Birthday: June 2

Home Address: 301 E 1st Street

Scranton, KS 66537 Time Zone: Central

Cell: 785-806-6707

Employer: Kansas State Department of Education
Position: Project Manager/Data Compliance Officer

Office Address: 900 SW Jackson Street, Suite 102

Topeka, KS 66612

Office Phone: 785-291-3312
Office Email: czeller@ksde.org

2020 – 2021 NAEOP Board Gmail Addresses At-A-Glance

POSITION	NAME	STATE	Gmail Account
President	Mary Guest, CEOE	NE	president@naeopboard.org
President Elect	Paula Rosenberger	SC	presidentelect@naeopboard.org
Vice President	Bonnie Miller	PA	vicepresident@naeopboard.org
Secretary/Treasurer	Charlotte Zeller	KS	secretarytreasurer@naeopboard.org
Immediate Past President	Jill Averyhart	SC	pastpresident@naeopboard.org
Presidential Advisor	Kathy Buck	ID	presidentialadvisor1@naeopboard.org
Presidential Advisor	Lola Young	NE	presidentialadvisor2@naeopboard.org
Presidential Aide	Carol Bom	NE	presidentialaide@naeopboard.org
Parliamentarian	Brian Weston	SC	parliamentarian@naeopboard.org
North Central Area	Marie Freeman	MO	northcentral@naeopboard.org
Northeast Area	Katherine Reichley	ОН	northeast@naeopboard.org
Northwest Area	Ramona Clark	ID	northwest@naeopboard.org
Southeast Area	Georgette Council	SC	southeast@naeopboard.org
Southwest Area	Teresa Himmelberger	UT	southwest@naeopboard.org
Southwest Area	Sharon Mena	TX	southwest@naeopboard.org
Elementary Council	Becky Steen	SD	elementary@naeopboard.org
Secondary Education Council	Beth Heyden	CA	secondary@naeopboard.org
Secondary Education Council	Brenda Spieker	NE	secondary@naeopboard.org
Administrative Council	Jackie Flood	NY	admincouncil@naeopboard.org
Higher Education Council	Tammy Q. Johnson	VA	highered@naeopboard.org
Foundation	Darcy Blackstock	TX	foundationpresident@naeopboard.org
Retirees	Debora Jensen	KS	nareoppresident@naeopboard.org
Transition Coordinator	Melody Wise Butler	SC	transition@naeopboard.org

NAEOP 2020-2021 Dates to Remember

August 1 Fiscal Year begins for NAEOP

Website Updates Due

Professional Development Presentation Descriptions due to

Paula Rosenberger

September 15 Nomination Packet due to Paula Rosenberger

October 15 1st Quarter Board Report (8/1 - 10/15) due to Mary Guest

November 1 Voting opens

November 15 Election/Voting deadline

December 1 Winter Board Meeting Items due to Mary

December 15 2nd Quarter Board Report (10/16 - 12/15) due to Mary Guest

January 1 Happy New Year!

January 16-17 Winter Board Meeting in Pittsburgh, PA

January 31 Affiliation Renewal Deadline

March 15 3rd Quarter Board Report (12/16 - 3/15) due to Mary Guest

Awards/Scholarship Application Deadline

April 21 Administrative Professionals Day

May 15 Annual Report (Summary of entire year) due to Mary Guest

June 1 Advisory Council/Affiliations forms due to National Office

July 12-16 2021 NAEOP Conference, Pittsburgh, PA

Please note: The national office is closed on national holidays.

NAEOP PAST PRESIDENTS' BIRTHDAY LIST

MS NE KY	January 21 February 6
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KY	
	February 9
NY	March 5
AR	April 5
KY	April 28
MN	May 3
KY	May 21
AZ	May 28
VA	May 30
ID	June 2
SC	June 10
FL	June 12
KS	June 22
TX	June 24
MD	June 26
SC	July 3
NC	July 16
MS	August 18
CO	August 25
DE	August 26
NE	August 28
TX	August 31
ID	September 6
TX	October 9
CO	October 16
CO	October 30
NY	November 1
WA	November 29
MS	December 11
CT	December 13
IA	December 25
MS	December 29
	NY AR KY MN KY ZA ID SC ID SC NS ODE NT ID TX OO NS OT OT NS OT NS OT OT NS OT N OT N

NAEOP Past Presidents

Years	Name/State	Theme
1935-1940	Louise Henderson Nelson* (PA)	meme
1940-1942	Virginia Halsey* (NJ)	
1942-1944	Betty Zimmerman* (WI)	
1944-1946	Constance King Cowardine* (VA)	
1946-1948	Eleanor Dearden Comons* (MA)	
1948-1952	Edna Atkinson* (IL)	
1952-1954	Emma Castner Richards* (NJ)	
1954-1956	Martha S. Luck* (IL)	
1956-1958	Corinne Messenger* (AR)	
1958-1960	Rachel Maynard* (AZ)	
1960-1962	Edith E. Hammond* (NH)	
1962-1964	Angie Holms* (CA)	
1964-1965	Isabel M. Paddock* (NY)	
1965-1966	Jean DeBerry Fritschie* (MO)	"Key to Opportunity"
1966-1967	Shirley J. Yetter* (CO)	"Light the Way"
1967-1968	Juan R. Huseby* (WA)	,
1968-1969	Marguerite E. Fitch* (MA)	
1969-1970	Charlotte Jarratt* (AZ)	"Think Positive"
1970-1971	Gloria Jirel* (OR)	"Take Time for NAES"
1971-1972	Jean Priest Chisholm* (NM)	"Fellowship"
1972-1973	Olive T. Ritchie, CEOE* (VA)	"The Stardust Trail to Service, Information,
		Recognition and Fellowship"
1973-1974	Vivian Valentine Foulton (MS)	"As a Man Thinks, So is He"
1974-1975	Viola Harris Miller* (PA)	"Be the Best of Whatever You Are"
1975-1976	Mildred Hughes, CEOE* (AZ)	"Say a Good Word for NAES"
1976-1977	Dortha Voruz, CEOE* (OR)	"Hands United"
1977-1978	Mona Smith, CEOE* (KS)	"Welcome to Our World"
1978-1979	Mildred "Mille" Bennett (TX)	"The Best is Yet to Be"
1979-1980	Wanza Y. Davis, CEOE* (NC)	"Your Future is Now"
1980-1981	Virginia "Gini" Fulton, CEOE (CO)	"Onward and Upward Together"
1981-1982	Catherine Sullivan* (MS)	"Open Doors to Service, Information,
		Recognition and Fellowship"
1982-1983	Jeanne Haas, CEOE* (AZ)	"Dream – Dare to Do"
1983-1984	Elverda "Butch" Bender* (IA)	"Respect for the Past, Confidence in the Future"
1984-1985	Patricia K. Fleming, CEOE (MD)	"NAEOP Spans the Globe"
1985-1986	Jean M. Faulkenberry* (TX)	"Everybody is Somebody"
1986-1987	Carol M. Spencer, CEOE (IA)	"Hold on to Your Dreams"
1987-1988	Ardis Morton, CEOE (VA)	"Pride in Our Profession"
1988-1989	Geraldine "Boots" Owens, CEOE*	"Above the Best"
1989-1990	Martha L. Leach, CEOE, CPS* (OH)	"Competent, Committed, Caring"
1990-1991	Patricia A. Huggins, CEOE (MS)	"Celebrate the Challenge"
1991-1992	Charlie Mae Holland-Mace (NC)	"Pointing to Excellence"
1992-1993	Frances Johnson, CEOE (AZ)	"Diversity 2000 -The Bridge to Excellence"
1993-1994	Jackie Fuller, CEOE (ID)	"One Moment in Time"
1994-1995	Martha Mettscher, CEOE (KS)	"Reach Out – Worlds to Discover"
1995-1996	Jean Fankell, CEOE* (WA)	"Set Sail to Your Dreams"
1996-1997	Marilyn James, CEOE (TX)	"The Magic of Believing" "On mod Norm Min no"
1997-1998 * Danasasas	Elizabeth "Liz" Sexson, CEOE* (IL)	"Spread Your Wings"
* Deceased		

Years	Name/State	Theme
1998-1999	Helen R. Wells, CEOE (FL)	"Together We Can Make a Difference"
1999-2000	Gayna R. Warren, CEOE (CO)	"Follow Your Dreams for They Are the Hope of the Future"
2000-2001	Ruby Allen, CEOE (MS)	"Reflections of the Past, Mirror to the Future"
2001-2002	Sharon J. Griffiths, CEOE (MN)	"Stand Up Be Counted"
2002-2003	Diane J. Callaway, CEOE (DE)	"Set Free Your Hidden Treasures"
2003-2004	E. Anne Bomar-Stratton, CEOE (KY)	"One Voice"
2004-2005	Ann Sawicki, CEOE (CO)	"Light the Way"
2005-2006	Connie Bergeson, CEOE (AR)	"Spirit of Success"
2006-2007	Gloria C. Tisdale, CEOE (SC)	"Keep Dreaming, Keep Believing, Keep a Rainbow in Your Heart"
2007-2008	Linda J. Sockwell, CEOE (TX)	"NAEOP – Potential, Pride, Purpose"
2008-2009	Linda C. Tribble, CEOE (KY)	"Explore the Facets of NAEOP"
2009-2010	Pam Posey, CEOE (MS)	"Shining Brightly, Touching Lives Around the World"
2010-2011	Kathy Lech Buck, CEOE (WA)	"All Aboard With NAEOP Discover the Incredible Journey"
2011-2012	Allie Faye Matthews, CEOE (AZ)	"Seeing the Best in You Emerge"
2012-2013	Lola Young, CEOE (NE)	"Caring Enough to Share"
2013-2014	Cathy Eberle (NY)	"NAEOP Stars Coast to Coast"
2014-2015	Elizabeth "Betty" Napolitano, CEOE (CT)	"Navigate Your Way to Success with NAEOP"
2015-2016	Patricia Stelmach, CEOE (KY)	"Put Your Best Foot Forward with NAEOP"
2016-2017	Wendy Heslink, CEOE (NY)	"Learn, Inspire, Lead"
2017-2018	Lisa Morehouse, CEOE (NE)	"Accept the Challenge Become the Difference"
2018-2019	Susan Belliston, CEOE (ID)	"Let Your Light Shine with NAEOP"
2019-2020	Jill Averyhart, CEOE (SC)	"Picture the Possibilities"

^{*} Deceased