

# NAEOP

## Elementary Council Newsletter

December 2011

VOL. 1 ISSUE 2



### *The Correlation between Gratitude and Happiness*

Don't leave gratitude on the Thanksgiving table this year. People who practice an "Attitude of Gratitude" are happier. When you focus on the good things and the positive role people play in your life, you feel better. Conversely, when you focus on the problems in your life and complain—even in your own self-talk—you darken your own mood. You always find what you are looking for. You can choose to reframe your situation and look for the good in things and you'll always find something. Do this often enough and you can train your brain to feel more grateful, more often. When things aren't going so well, I start thinking of the good things in my life (like my grandchildren) and I immediately start to feel better. The challenge is getting yourself to a frame of mind where you can let these grateful thoughts come to the surface. This isn't always easy, especially when you face a sad or tragic situation.

Here are five ideas to strengthen your attitude of gratitude – 365 days a year.

\*Daily: Keep a gratitude journal of 3 specific things you are grateful for every day.

\*Eliminate or minimize negative triggers.

\*Stop blaming others—this puts your focus on someone else rather than remembering what YOU can do about the situation.

\*Fake it! Just pretending to be grateful starts the mental process that guides your thoughts and feelings.

\*Help someone less fortunate, to remind you things could be worse.

Here's wishing you sincere feelings of gratitude and happiness, 365 days a year!

*Mary C. Meyers*

### Inside this issue:

Welcome	1
2012 NAEOP Annual Conference	2
Member Spotlight	2 & 3
Ideas & Sharing	3
Just for Fun	4

### Dates of Interest

Jan. 1	Happy New Year
Jan. 15	PSP filing deadline
Jan. 16	Martin Luther King, Jr. Day
Feb. 14	Valentine's Day
Feb. 20	President's Day/National Office closed
Mar. 15	Awards & Scholarship Deadline

**Would you like to contribute to the next Elementary Council Newsletter by writing an article, submitting an idea, or highlighting a member from your state?? Do you have any suggestions for future newsletters? Please e-mail your submissions to [mcmeyers@graniteschools.org](mailto:mcmeyers@graniteschools.org) by January 30<sup>th</sup>. This is your newsletter and your contributions are encouraged.**

## 2012 NAEOP Annual Conference

### 2012 NAEOP Annual Institute & Conference

#### MARK YOUR CALENDAR AND PLAN TO ATTEND

**Dates:** July 9-13, 2012

**Location:** Hilton Costa Mesa Orange County  
3050 Bristol Street  
Costa Mesa, CA

**Hotel Rates:** \$109.00/Single or Double

Complimentary Self- Parking

Complimentary Airport Transportation from John  
Wayne Airport (SNA)

Conference rate available three days prior to and post  
conference dates

#### To Register

Visit the NAEOP website or request registration  
information by sending an email to Becky Shipley, CEOE,  
Conference Chairman

[rshipley@bak.rr.com](mailto:rshipley@bak.rr.com) or call (661) 331-5080



I am really looking forward to our 2012 NAEOP Institute and Conference July 9-13, in Costa Mesa, CA. At this time I am soliciting ideas from the Elementary Council members (which is all of you), that we can discuss at our meeting. With change, we only have an hour for our breakfast meeting. I would like to have several ideas that can be discussed as a table, and then each table will choose one person to share with the entire group their solutions.

My hopes are that I can give you a list of these ideas ahead of time, so you can come to conference prepared to share. This is our Elementary Council; let's make it the best we can.

If you would like to contribute your ideas, please forward them to [mcmeyers@graniteschools.org](mailto:mcmeyers@graniteschools.org) or [meyersmary@hotmail.com](mailto:meyersmary@hotmail.com).



#### Member Spotlight

Ellen Gamel, CEOE has been a member of NAEOP since 1984. She currently works for the Anchorage School District, as the Administrative Assistant at Willard L. Bowman Elementary School. She has been there for the last eleven years of her 34 years with the District and really enjoys her job. Ellen has been a member of her local, TOTEM Association, since 1979, and served as President for two three-year terms. She has been attending the NAEOP Annual Conference since 1992, this is a challenge at times since she lives in Alaska where she was born and raised.

continued on page 3...

Answers to page 4: Down: 1. Candy cane 2. Jesus 5. Bethlehem 8. Stocking 9. Jingle  
11. Snowman 12. Advent 15. Hob 17. Magi Across: 1. Carol 3. Nicholas 4. Turkey  
6. Snowflake 7. Joseph 10. Mistletoe 13. Eggnog 14. Sleigh 16. Chimney 18. Wreath  
19. Yuletide

## Helpful Hints & Ideas

### Member Spotlight

Continued from previous page

At her very first conference Ellen was elected to a committee at a General Session and since has served on numerous committees, even has served as the Elementary Council Chairman. She really enjoys the friendships, volunteering and networking that comes with being a member of NAEOP. As a member of the Elementary Council, Ellen believes we are an important cog in the membership wheel. Once you attend a National Conference, you are hooked. Get involved and plan to come to the NAEOP conference in California in July. She hopes to see you there.



Misty Woodrum, CEOE, is the Secretary to the Principal at Robert Gray Elementary in Longview, Washington. She has worked for the Longview School District for seven years. Her school of nearly 575 students keeps her very busy!

Misty joined WAEOP and NAEOP in April 2006. She is currently serving WAEOP as an Area Director and Chairman of the Bylaws and Handbook committee. Two years ago, Misty was the recipient of the Betty Meek Scholarship through WAEOP and has been continuing her studies in Secretarial Sciences.

Misty has been married for 15 years. She met her husband, Will, during their senior year at R.A. Long High School. He is a teacher at their alma mater. Misty stays active going to various exercise classes and working out. In her spare time she enjoys spending time with her nieces and nephews.

This section is for sharing of hints or ideas that have helped you in your position as an elementary school office professional. Please feel free to submit your ideas to me at [mcmeyers@graniteschools.org](mailto:mcmeyers@graniteschools.org).

Cheryl Smith, Seattle, WA submits this idea and recipe: We ask staff members their birthday and list them monthly on a board in the staff room. If they are lucky, someone will notice and tell them happy birthday. My idea was to create a "Birthday Card" (a PDF with images of balloons & gifts copied from Google and a simple message). I put an annual reminder about each staff member's birthday into my Outlook calendar. On the appropriate day, I'll send them an email with the "card" attached. After the initial set up this year, it will only take moments to update when new staff members come and moments to send. It is an easy way to help people feel appreciated and special. I've already used it twice and both recipients said how much they appreciated it.

**FRESH APPLE CAKE:** Preheat oven to 350 degrees. Grease a 9X13 pan & set aside.

4 cups coarsely chopped apples  
2 cups sugar (pour sugar over apples and let sit for 10 minutes)

Add to apples:

½ cup oil	2 eggs
3 cups flour	2 teaspoons soda
2 tsp. cinnamon	1 tsp. nutmeg
1 tsp. salt	1 cup raisins (optional)
1 cup chopped walnuts	(optional)

Mix together (rather stiff) and spread in the prepared 9 X 13 pan – pressing down mixture to make even on top. Bake at 350 degrees for 45 minutes. When cool frost with Penuche Frosting.

### Easy Penuche Frosting

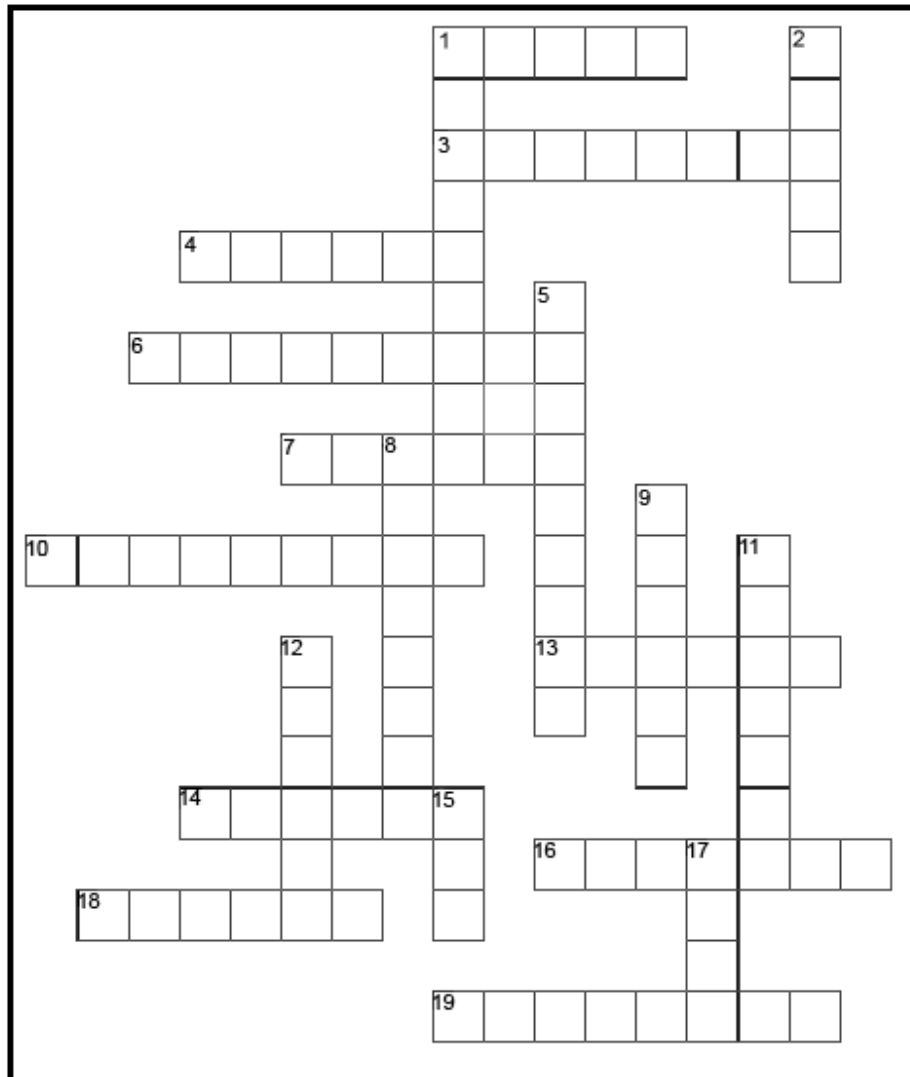
Melt ½ c. butter  
Add 1 cup brown sugar (packed)  
Bring to a boil and stir over low heat for 2 minutes  
Add ¼ cup milk - bring back to boil, stirring constantly.  
Cool to lukewarm – gradually add 1-¾ to 2 cups sifted confectionary sugar.  
Beat until thick enough to spread. If too thick add hot water.

**"Our heritage and ideals, our code and standards -- the things we live by and teach our children -- are preserved or diminished by how freely we exchange ideas and feelings."**

**-- Walt Disney**

A little holiday fun for you. Submitted by Laura Nossel, Baltimore, MD.

## Christmas Crossword



### Across

1. Christmas hymn
3. The original Santa Claus
4. A bird traditionally eaten on Christmas dinner
6. A crystal of snow
7. Father of Jesus
10. An evergreen plant producing white berries
13. A traditional Christmas drink
14. Vehicle used by Santa Claus
16. Santa enters the house through this
18. Circular Christmas decoration for the front door
19. Another name for Christmastime

### Down

1. A hard candy in the shape of a rod
2. December 25 is his birthday
5. The birthplace of Jesus
8. A sock filled with goodies on Christmas day
9. The sound bells make
11. A human figure made from packed snow
12. The four weeks leading up to Christmas
15. A mischievous fairy
17. The three wise men belonged to this tribe