

# FOR IMMEDIATE RELEASE

(Please forward to your local newspaper when you return home from the conference)

\_\_\_\_\_ (Participants Name) of the \_\_\_\_\_ (name of school) School District participated in a 3-day conference hosted by the Illinois Association of Educational Office Professionals at the Staywood Inn and Conference Center (formerly Holiday Inn Conference Center) in Bloomington/Normal. The keynote program presenter was Tom Akers, management consultant/and contract manager for Heartland Community College. His program, The Journey Through Change overviewed the impact of change, the components of a plan, and the methods for making smoother transitions. This course is recommended for people from all levels in organizations impacted by “change,” including those individuals with responsibilities for implementation. The Presentation outlined: Understanding the four, predictable stages of “The Journey Through Change” and their impact on people in the workplace; Recognizing the “characteristics” of each stage; Getting “stuck” in “The Journey”; Identifying “correct action” options; The “need” for both formal and informal leadership during the process; Understanding the importance of a clear “change vision and strategy”; and The “Eight Components of a Change Plan”

Afternoon workshops were dressing for the office, a special retiree’s program and the PSP (The Professional Standards Certification Program). The Professional Standards Certification Program is the only certification program for educational office personnel. This workshop explained the program to those in attendance and assisted them in determining their approach to earning the recognition and certification.

Other highlights of the conference included networking with other educational office staff members throughout the state within their job categories, the Student Scholarship Award, and presentations of the Office Professional of the Year to Sherry Fletcher from Highland High School, and the Educational Administrator of the Year to Dennis Brueggemann, Assistant Superintendent of Highland Community School District #5.

IAEOP is the only state association for educational office personnel in Illinois. The organization is dedicated to providing professional growth opportunities for its members and continues to work toward increased recognition for educational staff members as part of the educational team.

IAEOP recognizes the unique role of educational office professionals and the important contributions they make to the profession. The prestige, status, and credibility of IAEOP are enhanced by its affiliation with the National Association of Educational Office Professionals. IAEOP is also recognized by the Illinois Principals Association, Illinois Association of School Boards, and the Illinois Association of School Business Officials.

\_\_\_\_\_ (name) has been with the \_\_\_\_\_ School District for \_\_\_\_\_ years and serves as \_\_\_\_\_ (position).

For information on IAEOP and/or its conferences, contact Darlene Lundgren, IAEOP Public Relations, at P.O. Box 1032, Byron, IL 61010 or [lundgrd@byron.ogle.k12.il.us](mailto:lundgrd@byron.ogle.k12.il.us)