# Pennsylvania Association of Educational Office Professionals

A DEPARTMENT OF PENNSYLVANIA SCHOOL BOARDS ASSOCIATION

A professional society founded in 1937, PAEOP is a member-supported organization dedicated to the professional growth and recognition of educational office professionals as members of the education management team.

Membership in PAEOP enables you to become acquainted with educational office staff not only statewide, but nationally as well. Take this opportunity to share in the enthusiasm created by others in your profession by joining or renewing your membership in the only organization created especially for the educational office professional.

PAEOP endorses lifelong learning and the belief that an education is the birthright of every person and pledges the preservation of that right.

**If you work in:**

Public Schools
Intermediate Units
Vocational-Technical Schools
Private Schools
Community Colleges
Colleges and Universities
State Department of Education
Or an educational system or Organization related to education

**And you are a:**

Executive Secretary
Administrative Assistant
Secretary
Bookkeeper
Clerical Aide
Receptionist
Computer operator
Library Clerk
Or one of the many classes of office personnel

**You are invited**

To join the
**Pennsylvania Association Of Educational Office Professionals**
and the
**Pennsylvania School Boards Association**

## Code of Ethics

As educational office employees, we affirm our belief that an education is the birthright of every person and pledge ourselves to the preservation of that right. We recognize the special province of the professional educator and the significance of the responsibilities assumed by the educator. We also recognize the unique role of the educational office employee and the importance of the contribution made in such a position. *(Excerpted from Code of Ethics of the National Association of Educational Office Professionals)*

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## Pennsylvania Association of Educational Office Professionals

*A Department of the Pennsylvania School Boards Association*

**Membership Year 2022 – 2023** *(Membership Year runs July 1- June 30)*

❒ PAEOP $25* ❒ Retiree $7.50

❒ PSBA Membership (District is a member of PSBA) No additional fee**

❒ PSBA Membership (District is NOT a member of PSBA) $30***

*PAEOP Membership includes PEPTalk Subscription

**If your entity is a member of PSBA, it is $25 for your PAEOP membership and the PSBA Joint Membership can be added at no additional cost for a total due of $25.

***If your entity is not a member of PSBA, it is $25 for your PAEOP membership and $30 to add the PSBA Joint Membership for a total due of $55. PAEOP-PSBA Joint Membership includes PAEOP's newsletter, PEP Talk, PSBA's electronic email newsletter —The Morning Brief & bimonthly PSBA Bulletin. All additional PSBA membership benefits can only be obtained through a district membership.

**NOTE:** PEPTalk is available as a FREE mailed copy *ONLY to RETIREES*. All other members will access PEPTalk electronically through the PAEOP website. *Retirees* choose this option if you wish: ☐ I am a Retiree and wish to receive a FREE mailed PEPTALK.

❒ Check this box if you would like your name, position title, school entity and work email address included on the "members only" feature of the website for networking purposes.

❒ Check this box if you would like information about starting a local association affiliate with PAEOP

**Please print or type all information**

Name _____ Position Title _____

School Entity/Institution _____

Address _____
Street or P.O. Box City State ZIP +4

Home Phone _____ Work Phone _____ My Work Email _____

Supervisor Name, Title and Work Email _____

***** Make check payable to PAEOP *****

***Mail check and form to PAEOP Treasurer:*** **ATTN: Theresa Brickley, PAEOP Treasurer, 441 Sand Ridge Road, Howard, PA 16841**