



PAEOP Executive Board Members for the 2018-2020 Term

The following educational office professionals have been elected by the membership to serve as the Executive Board for the next two years and were installed at the Annual Spring Conference on April 26. These individuals volunteer their time and efforts to our association because they believe in its goals and desire to further the excellence of our profession to benefit educational offices. Brief biographical sketches of each member of the team are provided.

OFFICERS



Co-President: Bonnie J. Miller, CEOE

Bonnie J. Miller, CEOE, is the Executive Assistant to the Chief Executive Officer at Pace School where she has been employed for 31 years.

Past service on PAEOP Board of Directors include roles as Conference Planning Chairman (2016-2018), President (2012-2014), President Elect/Conference Planning Chair, Treasurer and Budget Chair, Regional Representative and Conference Planning Committee. During her term as PAEOP President, Bonnie represented PAEOP and served on the Pennsylvania School Boards Association (PSBA) and served as the 2014 Advisory Council Chairman on the PSBA Board of Directors.

Bonnie has also been a member of NAEOP, the National Association of Educational Office Professionals for 18 years. She has served as the PA Professional Standards Program Chairman since 2004, which is a NAEOP sponsored program. Bonnie served on the NAEOP Board of Directors from 2014-2016 as the Northeast Area Director and Professional Standards Chairman and from 2012-2014 as the Administrative Council Chairman. She is currently a board member on the NAEOP PSP Governing Board. Bonnie finds serving on the PAEOP and NAEOP Board of Directors is gratifying and provides valuable personal and professional growth, as well she cherishes the friendships and lifelong memories.

Bonnie has been married to her husband John for 30 years and they have three children. Their daughter Brittany is a Licensed Social Worker in the Pittsburgh area. Twin sons, Jonathan and Jarrett are both pursuing engineering degrees at Penn State University. Her pleasures include spending time family, friends, and their dog Kaptain and traveling. She also enjoys reading and relaxing at their family camp in Cambria County.

Co-President: Lynelle Fitzmier, CEOE

Lynelle serves as Secretary to the Superintendent at Great Valley School District in Chester County where she has been employed for 23 years. She has been involved in PAEOP for twenty years having enjoyed all of the positions in which she has served: President (2014-2016), President-Elect/Conference Planning Chair, Membership Director, Fall Workshop Coordinator, Nominating Committee Co-Chair, Regional Representative. Lynelle has been a NAEOP member for 14 years, earned her CEOE distinction in 2006, and has benefitted from attending ten NAEOP National Conferences around the country. She appreciates the opportunities for personal and professional growth that PAEOP provides and the challenge to grow through service in the organization. She feels the best part of involvement with PAEOP is the people she has had the privilege to meet, know, work with, and call friends. With free time, Lynelle enjoys family and friends, reading, playing bells in her church bell choir, and traveling.



President Elect: Louise Mikowychok, CEOE

Louise Mikowychok, CEOE, has supported programs at Chester County Intermediate Unit, Downingtown, PA for the past 15 years - with the last five years as Managed Care Billing Manager in the Home & Community Services Department of the Student Services Division. She supervises medical billing fund recovery for behavioral health service provided in school and at home for over 1000 clients.

Louise has been an active member of PAEOP since 2000, when she served as the district special education department secretary in Solanco SD, in Lancaster County.

Louise has earned her PSP with CEOE distinction. In 2012 Louise was awarded the Gertrude Kopf Award of Recognition for her service to education. Early in her career Louise earned her Associates in Applied Science – COTA, and in 2012 she completed a BA in Organizational Dynamics from Immaculata University. Previous positions held in PAEOP include Region 15 Representative, Webmaster, PEPTalk Editor, and Long-Range Planning Chair. Presently, Louise serves as PAEOP Membership Director for the 2016-2018 term, and was 2017 Fall Workshop Chair. She appreciates the opportunity to serve with dedicated members on the PAEOP Board, and values this organization's mission of providing training opportunities and networking experiences that promote excellence in the educational office support profession.

“Every child deserves educational opportunities in safe and nurturing places – I believe any opportunity designed to assist staff to enhance a student's progress is essential. Educational Office Support Professionals are a vital part of a student's progress. The time spent improving their skills can only improve how they contribute to student goals.”

Louise has been married to her husband, John, for 40 years, and has two wonderful daughters, Ellen and Laura. She also



Immediate Past President: Pamela Sherts



Pamela Sherts serves as the Executive Assistant to Pedro A. Rivera, Secretary of Education for the Commonwealth of Pennsylvania. Prior to this position, she was the Administrative Assistant to the Superintendent at The School District of Lancaster. Working at the Department of Education offers a wonderful view of how the task of educating students of all ages across the Commonwealth is in the hands of extremely capable, incredibly talented, and highly dedicated professionals. Pam is proud to join the 250+ members of PAEOP who assist in providing these top-notch services from east to west and north to south across the state in various educational settings.

As a member of PAEOP, Pam has been Conference Planning Chair, served on the Conference Planning Committee, Region 9 Representative, Nominating Committee Co-Chair, and Fall Workshop Coordinator. She was active in her local affiliate, Lancaster-Lebanon Association of Educational Office Professionals and served in numerous roles with that organization.

Pam resides in East Petersburg with her husband of 40 years, Jeff. She is the proud mother of two boys, Steven who lives in New York State, and Jonathan who lives in Lancaster. In the past three years Pam and Jeff welcomed two daughters-in-law into the family.

When Pam has free time she enjoys her time with friends and family, reading, counted cross stitch, and walking the cutest dog ever, Layla! Pam and Jeff also enjoy the company of three adorable cats, Lilly, Katie and Allie.

Treasurer: Dawn Crossan, CEOE



Dawn started at Warwick School District in 1998, doing taxes and accounting. She joined LLAEOP, the local affiliate. Joined PAEOP a year or so later when she went to her first spring conference.

Dawn accepted a job at Pequea Valley in 2008, doing taxes, census and accounting, and is now doing accounts payable. She became the key person and encouraged Pequea Valley office professionals to join LLAEOP, as no one at PV had been a member for several years. In 2012, she was installed as the Region 9 Region Rep. She was installed as PAEOP Treasurer in May 2016 and is excited to serve a second term.

Dawn joined NAEOP several years ago to pursue the PSP certification and CEOE distinction. She completed both in May, 2013. She attended the national conference in Alexandria, VA, where she was acknowledged nationally for receiving them, along with three others from PAEOP. She is an advocate for encouraging others to obtain their PSP certification.

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Secretary: Theresa Brickley

Theresa Brickley has been with the Central Pennsylvania Institute of Science and Technology (CPI) for eighteen years. CPI is a Career and Technology Center that serves Centre County. She currently is the Executive Secretary to the President and Secretary for the Joint Operating Committee. Along with these duties, Theresa also handles the payroll. During her employment at CPI she has served in the Accounts Payable Department and was the Attendance Secretary for six years. Theresa is also a member of the Attendance/Child Accounting Professional Association. She has completed the Dale Carnegie course and was given the Highest Award of Achievement by her fellow classmates and was the recipient of the 2017 Gertrude E. Kopf Award. Before coming to CPI, Theresa worked in property management.



Membership Director: Marilyn Martin, CEOE



Marilyn Martin is a current member of NAEOP, PAEOP and her local affiliate LLAEOP. She was awarded her PSP certification at the national conference in Buffalo in 2015. She has worked in educational offices for 21 years, 4 years with a small private high school and now 17 years at Conestoga Valley. Marilyn is currently the principal's secretary at Conestoga Valley High School – where no day is ever the same!

Marilyn is married and the mother of three young adults – all of whom are out on their own. Two are college grads (PSU and SUNY Cobleskill) and working in their degree fields. The youngest is serving with the US Army as a Blackhawk crew chief and stationed in Fort Riley, Kansas. Marilyn enjoys reading, spending time with her husband and kids, camping and traveling.

EXECUTIVE BOARD MEMBERS

Region 2 Representative: Danielle Patterson

Danielle Patterson is the Executive/Board Secretary at Armstrong Indiana (ARIN) Intermediate Unit 28. Danielle has been a member of PAEOP for two years and is excited for the opportunity to serve on the PAEOP Executive Board as the Region 2 Representative. She plans to work toward her PSP certification and is pleased to be part of an organization dedicated to the professional growth and recognition of educational office personnel.

Danielle currently resides in Homer City, PA and is the proud mom of two children, Kenneth and Jillian. Danielle enjoys spending time with friends/family, reading, gardening, and walking the Hoodlebug Trail with her little dog, Rocksly.



Region 3 Representative: Carla Ruscio



Carla Ruscio is an Administrative Support Coordinator for the Office of Physical Plant, Power Plant, at Penn State University. She is an active member of the Penn State University Educational Office Professionals (PSEOP) serving on the Awards Committee and PAEOP as Region 3 Representative. For 2015 and 2016, Carla was honored to be a member of the selection committee for Gertrude E. Kopf Award. Formerly, she was School Board Secretary at Tyrone Area School District for six years and Legislative Aide to State Senator John Eichelberger for four years.

Carla resides in Altoona with her husband, Michael, and son, Ryan. Her daughter Ashley and husband, Michael, blessed their family with twin sons, Aaron and Andrew in 2013.

Region 4 Representative: Leslie Elder

Leslie Elder has been with the Bellefonte Area School District for 22 years. She is currently the Administrative Assistant to the Superintendent and Recording Secretary for the Board of School Directors. While at Bellefonte, Leslie has also served as Assistant to the Assistant Superintendent and Secretary to the Principal at the Bellefonte Area Middle School.

Leslie has been married to Andy for nearly 30 years. They have two grown children: Seth who works in Washington, DC at a consulting firm and Mary who works in State College in corporate communications/marketing. Leslie enjoys reading and traveling. This is her first year in PAEOP, and she hopes to learn a lot and make great connections.



Region 5 Representative: Megan Regan-Basquill

(appointed by the PAEOP Officers in June)



Megan Regan-Basquill is Secretary for the Special Education Department at Great Valley School District. She works under the Director of Pupil Services and with three Supervisors for the Special Education Department. Megan has been with Great Valley for a year and is a new member of PAEOP. She is excited about working towards her PSP certification. After graduating from West Chester University in 2004, Megan pursued a career in the legal field. While working as a paralegal at a large Philadelphia Plaintiff's firm for seven years, Megan also obtained her Paralegal Certification.

Currently, Megan lives in Broomall, PA with her husband, Robert, who is a Law Enforcement Officer in Chester County. They are blessed with a very spirited daughter, Emma, who is 13 years old. Megan is thrilled to take on her new role as Region 5 Representative and become more involved in the PAEOP association promoting professional growth!

Region 6 Representative: Sheri Moyer, CEOE

Sheri Moyer, CEOE, serves as the Administrative Coordinator for Special Education Services and as the School Based ACCESS Coordinator for the Middletown Area School District. Prior to this position, she was a Program Assistant in the Curriculum Services department of the Capital Area Intermediate Unit. Sheri has an Associate of Arts Degree from the Harrisburg Area Community College and has owned her own hair salon for over thirty-five years.

Sheri is a member of NAEOP, PAEOP, in which she currently serves as the Region 6 representative and was elected as a School Director in the West Shore School District where she resides. Sheri currently serves as the Vice-Chairman of the Joint Operating Committee at Cumberland Perry Vocational Technical School and Chairman of the Policy committee.

Sheri and her husband, Steve celebrated thirty-one years of marriage in June. They are the proud parents of Joshua who graduated from Kent State University with a B.S. in Aeronautics and currently works at Morristown Municipal Airport, NJ as an Airport Operations Coordinator and a licensed private pilot.

Sheri and her husband have been blessed to travel the United States and celebrated their anniversary this past year with a trip to Europe. They can be found on the weekends at their cabin in Milroy, PA.



Region 7 Representative: Donna Chobot, CEOE



Donna Chobot is employed by the East Penn School District as an Administrative Assistant at Willow Lane Elementary School. She has been with the East Penn School District since October 1997. Donna began with the district in the Technology Department as a Technology Assistant and transferred to Willow Lane Elementary when it opened in July 2010. She is looking forward to continue serving as the Region 7 Representative.

Donna has been married to John for 34 years and has two adult children named Megan and Tim. Both have chosen the nursing and work at different hospitals in the area. Tim is presently working towards his master's degree in anesthesia from Villanova. Megan has a daughter named Hope. John and Donna spend as much time as possible with their granddaughter. Being a grandparent is truly the BEST!!

Region 8 Representative: Rita Balik

Rita Balik is employed by the Southern Lehigh School District where she serves as Secretary to the Support Services Department. She has been with the Southern Lehigh School District since 2007. Rita provides administrative support for the transportation services, custodians, buildings and grounds as well as construction projects. She attended her first PAEOP Conference in 2013 and has been attending every year since.

Rita resides in Hellertown with her husband Joey and daughter Brittini who is a Sophomore at Delaware Valley University, majoring in Zoo Science. She also has two grown daughters, two sons-in-law, and two grandchildren. Rita loves working out at the gym, walking, kayaking, shopping, and spending time with her family and friends.



Region 9 Co-Representative (Lancaster and Lebanon Counties): Janet Bergstresser



Janet Bergstresser has worked for the Eastern Lancaster County School District for the past 30 years. She started out as a part time school bus driver, then full time school bus driver and for the past 18+ years has been the transportation assistant to the district. In this role she interacts with parents on a regular basis. She works closely with the bus contractor regarding the drivers as well as human resources and payroll. At times she is a substitute driver or aide when needed. Janet also maintains the district warehouse and janitorial supplies.

Janet has been a member of Lancaster Lebanon AEOP for 18 years as well as PAEOP for many years. She enjoys all the workshops and conferences that she is able to attend and appreciates learning new strategies for working with others and meeting lots of new people. Janet has 5 grandchildren. She really enjoys gardening and reading and loving up on the grandchildren.

Region 9 Co-Representative (Franklin, Adams, and York Counties): Denise Stayman , CEOE

Denise M. Stayman, CEOE, has been working for the York Suburban School District, located in York, Pennsylvania, for 13 years. She is currently an Administrative Assistant at the York Suburban Middle School and is also the head cheerleading coach. Prior to working as an educational office professional, Denise served as a paralegal at a local law firm.

Denise joined PAEOP in July of 2009 and also has been a member of the Pennsylvania School Board Association since then. She has been a member of NAEOP since October of 2015. Denise earned her PSP and CEOE distinction in September of 2013. She thoroughly enjoys being an active member of PAEOP and has attended its annual conferences since 2009. PAEOP has given Denise many opportunities to meet other office professionals at the secondary level and discuss with them various similar and different aspects of their districts, buildings, and duties. She believes PAEOP is an excellent opportunity for networking.



Region 11 Representative: Susan Harder



Susan is celebrating her 36th year with Bensalem Township School District. She currently serves as Administrative Assistant to the Superintendent/School Board Secretary. She volunteers at her church and serves on the Parish Council. Susan and her husband John have three children, Christopher (Stacy), Shannon & Jonathan and two grandchildren Aiden & Gavin. They enjoy kayaking, golfing and bicycling together as a family, and they share the love of three adorable mini-dachshunds, Molly, Lola and Piper!

Region 12 Representative: Stephanie Nallo



Stephanie Nallo began serving as the PAEOP Region 12 Representative in 2015. She is a current member of NAEOP, PAEOP and her local affiliate LLAEOP.

Stephanie has worked in educational offices for 15 years. She is the Executive Assistant/JOC Recording Secretary at Lancaster County Career & Technology Center, and previously worked in a college and high school. Prior to her work in education, she worked in county government offices.

Stephanie is married and the mother of two daughters. Her oldest lives and works in NYC, and her youngest is in her freshman year of College in Philadelphia.

Region 15 Representative: Donna Romanowski, CEOE

Donna Romanowski, CEOE, is an administrative assistant working in the area of Special Education. Working in this particular area of education she developed a deep interest in special education law, which led her to pursue an Associate Degree in Paralegal Studies from Delaware County Community College. She enjoys her role within the Chester County Intermediate Unit and feels a sense of accomplishment supporting special needs students, parents, teachers, administrators and school districts.

Within the CCIU Donna volunteers in many activities such as: Children's Scholarship Fund Committee, Special Olympics, Countywide Inservice, and coordinating fun activities for staff and families.

Donna also is a Cathy Miller Cancer Fund committee member. This organization supports cancer patients and families offering comfort, support and care for someone undergoing cancer treatment. Fashion for the Cure is one of the events which she also serves as ticket coordinator. She has also volunteered at the Hope Lodge serving dinner to cancer patients and families.

Donna currently resides in West Grove. She is married and has two children and three grandchildren.



Nominating Committee Co-Chair: Dianne Binkley



Dianne has enjoyed her career working in education. After eleven years in various positions at DeSales University, in 2001 Dianne was hired as Secretary to the Special Education Director in the Southern Lehigh School District. Recently the district reorganized and her duties now include Student Services.

Dianne attended her first Bucks-Lehigh AEOP two months after being hired. For many years she coordinated the organization's community service projects. As a member of BLAEOP she later served as vice-president and president. She joined PAEOP in 2002 and served as Nominating Co-Chair since 2012. Having joined NAEOP in 2010 Dianne earned her PSP Associate Professional, Option I certification.

She resides in Center Valley with her husband of 40 years, Keith. Dianne and Keith have two sons, Brian who lives in Minnesota and Mark who lives in Wescosville. They have and four beautiful grandchildren, Nathan, Lyla, Grant and Weston. Dianne enjoys reading, crafting and anything involving sewing, especially counted cross stitch. She loves walking and biking. Weekends Dianne can be found at their cabin at Lake Wallenpaupack.

Nominating Committee Co-Chair: Diana Millman

Diana is the Coordinator of Administrative Services and School Board Secretary for the Southern Lehigh School District. She began her career at Southern Lehigh in the Administration offices in 2002. She was appointed as Administrative Assistant to the Superintendent in 2004 and has served as Board Secretary since 2011.

In her capacity as Coordinator of Administrative Services, Diana serves on the Safety, Act 48 committees and Diversity, Equity and Inclusion Advisory Panel. Actively involved in the Southern Lehigh Chamber of Commerce she has been a board member since 2014. Diana previously served as the PAEOP Region 8 Representative and is looking forward to serving another term as a Nominating Committee Co-Chair.

She and her husband reside in Center Valley and are the proud parents of two daughters. In her leisure time, Diana enjoys yoga, volunteering, traveling and spending time with family and friends.



Affiliates: Kathy Miller



Kathy Miller is the Administrative Assistant to the Superintendent at Hempfield School District in Landisville, Lancaster County, PA, where she has been employed for 17 years. Prior to becoming the Administrative Assistant to the Superintendent, she was an administrative secretary in the district office, a secretary in the special education department, and a clerical aide in an elementary building. She has been a member of PAEOP for 14 years. She has served on the PAEOP Nominating Committee for one term and as PEPTalk Editor for two terms.

Kathy is the key person for the Hempfield School District within her local affiliate (Lancaster-Lebanon Association of Office Professionals), and has previously served as Secretary and Newsletter Editor.

Kathy and her husband Terry have a son who lives in Boulder, CO, and a daughter who lives in Harrisburg, PA. She enjoys spending time with her family and friends. She also enjoys her dog and cat, cooking, eating, card-making, and

Constitution and ByLaws: Kathy Himes, CEOE

Kathy recently retired as Administrative Assistant to the Superintendent of the Blairsville-Saltsburg School District after 21 years. She has been a member of PAEOP during those 21 years, the last 15 years serving as Region 2 Representative, 4 years as Constitution/Bylaws Chairman, and 4 years Co-Chairman of the Gertrude E. Kopf Award.

She has attended fall workshops, spring conferences and national conferences that have prepared her to continue with duties of the association as well as her position with the district. Kathy obtained PSP certificate in September 2005 and CEOE distinction with recertifications in 2010 and 2015.

It is Kathy's intention to spend more quality time with her grandsons, Matthew age 17 and Maxwell age 3, working in her yard, reading and reconnecting with family and friends. Kathy encourages all educational office professionals to become involved with PAEOP as a group of colleagues that offer professional development, encouragement, advice and support.



Gertrude E. Kopf Award of Recognition: Sheri Moyer, CEOE (See bio on Page 5)

Louise Henderson Nelson Member Scholarship —Cindy Teets, CEOE

Cindy Teets, A.A., CEOE, was the Data Support Associate for the Department of Nursing, Nursing Education and Professional Development at Penn State Hershey Medical Center. (Retired) She was employed there for 35 years—10 Years in the Department of Continuing Education and 25 years in Nursing Education. She was instrumental in the purchase of a new data system for the Department of Nursing.

She obtained her PSP and CEOE in September 2011. She has been coming to the PAEOP conferences since 1989 and has only missed a few. She attended her first NAEOP conference in 2013 in Alexandria, VA.



Cindy has served in various capacities in the Palmyra School District Band Boosters and was involved in the PUMAS All Star Cheerleaders as their volunteer and biggest fan. She and her husband, Bob, have been married 51 years and have three daughters and five grandchildren, one great granddaughter and one black Labrador, “Dewey.” Her leisure time is enjoying her family and some travel.

Hermine Solt Student Scholarship: Lenore Filipovic



Lenore Filipovic is the Executive Assistant to the Superintendent/Cabinet, and Board Recording Secretary of the Phoenixville Area School District. She is also the Office Manager for the Central office staff, and is the District Safe Schools Coordinator. Lenore started her 27+ year career as the Executive Secretary for the President of an International T-shirt manufacturer until the company closed in 2001. She then entered the education field working for the Assistant Superintendent of a large school district in Berks County, PA. She has been in her current position for over 8 years.

Lenore lives in Pottstown, PA, with her husband, Michael, and three of their four children (son Dan 23, daughters Kasey, 20, and Emma 11). Her stepson Cole, 26, is the US Army, and currently stationed in Washington State. Lenore’s family also includes many rescued animals - 4 dogs (Murphy—a Rottweiler/Great Pyrenees, Hank—a Husky/Shepherd mix, Cooper—Rottweiler/Shepherd mix and Miley—a Shi Tzu/Yorkie mix) and 2 cats (Otis and Elliott).

Lenore spends most of her time volunteering for different organizations, and loves watching HGTV, NASCAR, Flyers Hockey, and Eagles Football. She enjoys spending the rest of her time with family and going to estate sales.

PEPTalk Newsletter Editor: Lori Rogers

Lori Rogers is the Admissions Operations Coordinator at Penn State’s Dickinson Law in Carlisle, PA. In her position, Lori serves as the primary point of contact for the admissions office, coordinating all campus activities pertaining to admissions and financial aid, and managing all elements of the law school’s participation at recruitment events across the country.

Lori received a BA in art history with a minor in computers from Mansfield University in 2009, where she was editor of the university’s art research journal, Papyrus. Prior to working at Dickinson Law, Lori worked at the Capital Area Intermediate Unit as a program assistant. A member of PAEOP since 2011, she attended her first spring conference that year. She loves the exchange of ideas that PAEOP networking allows and loves bringing those ideas back to her office.



Ways and Means Chair: Patty Keller



Patty Keller is an Administrative Assistant for the Principal of the Upper Perkiomen Middle School where she has been employed for the past 30 years. Patty has been a member of PAEOP for the past 27 years. She has served as region representative; treasurer; budget chair; planning committee; co-chair for nominating committee; ways & means, audit committee and co-chair of the affiliates committee.

Patty has also served on several other local committees.

Patty also works part-time as a travel consultant at BarMar in Quakertown. She enjoys traveling around the world and spending time with family and friends.

Website Manager: Lenore Filipovic (See bio on Page 9)