



# Association of Educational Office Employees

*Serving office professionals in LAUSD since 1928*

P.O. Box 227186, Los Angeles, CA 90022

(323) 725-7266 FAX (323) 725-6266

## 2024 - 2025 “Lead Your Best Day”

Greetings!

Welcome to the Association of Educational Office Employees website. Our organization has been serving educational office professionals, students, staff, and parents of the Los Angeles Unified School District since 1928. It is truly an honor to be leading this great and wonderful organization for another year. Like my predecessors, I enthusiastically embrace the role and responsibilities of president, and I will follow their footsteps of exceptional leadership.

I thank you for your membership and invite you to become an active member. We meet bi-monthly on Saturdays and would love for you to join us and share your experience, knowledge, talents, and ideas as we continue our mission and vision.

**This year’s theme is “Lead Your Best Day.” Cultivating and leading are essential to the progress of our organization.** To prepare our members, to grow new members, and expand as an association. To motivate is a general desire or a willingness and to unite, all members coming together for a common purpose or action within our association. Together, united, we will continue to make a difference in the communities we serve. By taking advantage of our professional developments, trainings, and conferences, these opportunities will enhance your overall skills, as well as assist in your personal growth. Browse our website and take advantage of the many benefits available to you.

I am very excited to continue working together with our board in moving our association forward. In the upcoming year, our goals will include recruiting and building our organization’s active membership, enlisting new members to take on leadership roles within AEOE as well as preparing to present the following awards at our Annual Scholarship Luncheon in April 2025.

- 103 scholarships to LAUSD college-bound students.
- Five scholarship awards to LAUSD Adult Education students.
- Honoring a classified office professional, a classified supervisor, and an Administrator of the Year.
- Provide tuition and professional development reimbursements for our classified/AEOE members.

### Important Dates

- **January 11, 2025**  
Regular Board Meeting
- **February 11, 2025**  
All Scholarship Applications Deadline
- **March 1, 2025**  
Regular Board Meeting and Scholarship Scoring
- **March 13-16, 2025**  
The annual CAEOP Conference to be held in Oxnard, CA
- **April 19, 2025**  
Annual Board Meeting and Awards Luncheon @ Quiet Canyon
- **May 3 or 10, 2025**  
Regular Board Meeting
- **May 22, 2025**  
Call to Leadership Forms mailed to members
- **June 5, 2025**  
Call to Leadership Forms due to the Office
- **June 26, 2025**  
Ballots mailed to members (Due July 10th, count on August 2nd)
- **July 10, 2025**  
Ballot Deadline

[www.aeoe-laUSD.org](http://www.aeoe-laUSD.org)

[Facebook.com/AssociationOfEducationalOfficeEmployeesLosAngeles](https://Facebook.com/AssociationOfEducationalOfficeEmployeesLosAngeles)

[Twitter.com/AEOELosAngeles](https://Twitter.com/AEOELosAngeles)



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We would love to enhance our organization with your knowledge, your time, your talents, and your ideas. We respect our past and we need YOU in our future. Our scholarship programs have grown tremendously, and we need your help in scoring and making final selections of awardees. **Please send us an email to [office.manager@aeoe-laUSD.org](mailto:office.manager@aeoe-laUSD.org) if this is something that you are interested in.** You are invited to join us at the upcoming conferences for Office Professionals:

- The California Association of Educational Office Professionals Conference is set to be held in Oxnard, California from March 13 through March 16, 2025.
- The National Association of Educational Office Professionals Conference, is set to be held in Charleston, South Carolina from July 14 through July 17, 2025.

I would like to personally invite you to get involved in our organization. Simply check out our Calendar of Events on our website or contact our office at (323) 725 – 7266 for more information. I look forward to meeting you at one of our upcoming events! My best wishes for a successful 2025 school year.

*Maria Sara Gonzalez*

Maria Sara Gonzalez  
AEOE-LAUSD President  
"Lead Your Best Day"



- **July 13-16, 2025**  
NAEOP Conference in Charleston, South Carolina
- **August 2, 2025**  
Regular Board Meeting and Count Ballots
- **September 6, 2025**  
Annual Business Meeting & Annual Installation Luncheon
- **October 4, 2025**  
Regular Board Meeting
- **December 6, 2025**  
Holiday Brunch, San Antonio Winery at 9:30 a.m.

**[www.aeoe-laUSD.org](http://www.aeoe-laUSD.org)**

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