

VAEOP Events and Deadlines

****REVISED****

March 29, 2010

Month	Event	Deadline
January	<ul style="list-style-type: none"> Board meeting January newsletter <ul style="list-style-type: none"> Apple Award recipients from previous year Reminder of Vermont Student Scholarship Administrator of the Year application Vermont Student Scholarship postcard mailed sending people to the website for the application (option made available to contact Committee Chairperson for hard copy) 	
February		
March	<ul style="list-style-type: none"> Administrator of Year applications due ⇨ ⇨ ⇨ ⇨ VAEOP Student Scholarship applications due ⇨ ⇨ ⇨ Board meeting 	⇨ March 1 to Administrator of Year Committee Chair ⇨ March 1 to Scholarship Committee Chair
April	<ul style="list-style-type: none"> Spring Newsletter out <ul style="list-style-type: none"> Spring conference information Student Scholarship Winner announced Apple award applications out (superintendents' mailing) ⇨ 	⇨ In May after Spring Conference
May	<ul style="list-style-type: none"> Spring Conference Administrator of Year announced Board meeting Deadline for Apple Award applications ⇨ ⇨ ⇨ ⇨ 	⇨ In May after Spring Conference
June		
July	<ul style="list-style-type: none"> By-laws and handbook revisions completed so can be warned for annual fall conference NAEOP Annual Conference 	
August	<ul style="list-style-type: none"> Board meeting at fall conference site <ul style="list-style-type: none"> Spring conference evaluations Fall newsletter items deadline 	
September	<ul style="list-style-type: none"> Fall newsletter out <ul style="list-style-type: none"> Fall conference information Ballots mailed every odd year Board meeting 	
October	<ul style="list-style-type: none"> Fall conference <ul style="list-style-type: none"> Business meeting Apple award winners announced Administrator of the Year award presented Installation every odd year 	
November	<ul style="list-style-type: none"> Board meeting <ul style="list-style-type: none"> Committee assignments Board meeting schedule Conference schedule Fall conference evaluations (participants & evaluators) Newsletter items 	
December		