

Subject: Resolution No.34-22A1

Administrative Professionals Week

- Commissioner Emilio B. Cruz, Eddie Y. Chin, Dan Kelly, Sarah Lipson, Eric Mar, Mark Sanchez, and Jill Wynns

WHEREAS: *Administrative Professionals Week* is observed worldwide during the last full week in April, Sunday through Saturday calendar week; and

WHEREAS: This annual event originated in 1952 as *National Secretaries Week* by the National Secretaries Association, (now known as IAAP - the International Association of Administrative Professionals), and was established as an effort to recognize secretaries for their contributions in the workplace, and to attract people to secretarial/administrative careers; and

WHEREAS: In the year 2000, IAAP announced a name change for this special week and day to *Administrative Professionals Week* and *Administrative Professionals Day* in order to keep pace with changing job titles and expanding responsibilities of today's administrative workforce; and

WHEREAS: This year's theme is "*The Power of Professionalism*", with the celebration of *Administrative Professionals Week* from April 20 thru 26, 2003, and Wednesday, April 23, 2003 being celebrated as *Administrative Professionals Day*; and

WHEREAS: According to U.S. Department of Labor statistics, there are more than 3.9 million secretaries and administrative assistants working in the United States, and 8.9 million people working in various administrative support roles; and

WHEREAS: Of these numbers, approximately 612 employees of the San Francisco Unified School District fall into these categories; and

WHEREAS: The Board of Education and Superintendent of Schools of the San Francisco Unified School District acknowledges and appreciates the invaluable services performed by these professionals in executing the District's business in schools and offices; and

WHEREAS: The labor of these District professionals is critical to the overall effort to successfully educate San Francisco's public school children.

THEREFORE BE IT RESOLVED: That the Board of Education and Superintendent of Schools of the San Francisco Unified School District hereby recognizes this special week, with special attention to *Wednesday, April 23, 2003* as *Administrative Professionals Day*; and

BE IT FURTHER RESOLVED: That the Board of Education and Superintendent of Schools of the San Francisco Unified School District make every effort to express appreciation to the District's clerical, administrative and support staff for their dedication, effectiveness, and hard work; and

FURTHER BE IT RESOLVED: That henceforth, the Board of Education and Superintendent of Schools of the San Francisco Unified School District will insure that the District's support staff will be recognized and celebrated yearly during the last full week in April, with special emphasis on the Wednesday of that week.

Resolution of Commendation

4/22/03