WRITER’S NOTEBOOK WORKSHOP

IPFW’s Appleseed Writing Project will offer another Saturday Seminar October 17th 9:00 am – 12:00 pm IPFW Science Building, Room 176. The Cost is $30.00:

An advanced writer’s workshop on writer’s notebook for K-16 educators will be presented by Appleseed Project Teacher Consultant Marg Goyings. In this half-day workshop, she will present further strategies in using writer’s notebooks to generate writing ideas and build on writing seeds for students in all subject and grade levels. 

*Bring your writer’s notebook!* See Enclosure # 1

Karyle Green, ext. 1001

EACS LOGO FINAL VOTING OPPORTUNITY

Please vote on the one logo that you feel will best represent the district’s mission by noon October 20.

**Mission:** To inspire in all students a passion for learning while developing knowledge, skills and character necessary to become responsible contributors to the local and global society.

Please vote by going on the district’s website homepage, click on New EACS District Logo – Vote here, then click on Here to Vote, place your vote, click done. Votes will be tallied and the EACS Board of Trustees will make the final decision at the October 20th meeting.

Tamyra Kelly, ext 1050

BOOK IT CAMPAIGN

As part of United Way’s "Learn United" campaign to close the 3rd grade reading gap, United Way has partnered with Pizza Hut to expand the use of the "BOOK IT!" program by elementary schools in Allen County. BOOK IT! motivates children to read by rewarding their reading accomplishments with praise, recognition and pizza! BOOK IT! is simple for teacher to use, flexible because goals match reading ability, and fun because achieving a goal is a great reason to celebrate. BOOK IT! was created in 1985 and currently reaches over 10 million students annually.

**BOOK IT! runs every school year from October through March.** The teacher sets a reading goal for each child in the class. A tracking chart and handouts are included to make it easy. As soon as a child meets the monthly reading goal, the teacher gives him or her a Reading Award Certificate.
To make use of this great program, each teacher must register individually by calling 1(800)-4-BOOK IT, or visit www.bookitprogram.com. If you wish to register a school, please call the number and confirm your participating classrooms.

For more information about Allen County’s plan to close the 3rd grade reading gap; visit www.LearnUnited.org

Tamyra Kelly, ext. 1050

ASSISTANCE PROGRAMS

The Salvation Army and Toys for Tots will be taking applications for their Christmas assistance programs October 13-16 and October 19-23. See Enclosure #2

Tamyra Kelly, ext. 1050

UNITED HEALTH HEROES GRANTS

Schools and youth-focused, community center-based programs are eligible for UnitedHealth HEROES grants of up to $1,000 to help children learn about childhood obesity and to design, address and implement programs that combat it in their communities. To obtain an application and apply online, visit www.ysa.org. Applications are due before midnight, Thursday, Oct. 22, 2009. Questions about the program, email healthheroes@ysa.org.

Tamyra Kelly, ext. 1050

EMERGENCY AND COMMUNITY OUTREACH

Emergency and Community Outreach - ECHO’s bi-lingual teams announce the availability of H1N1 materials produced in 12 different languages for broadcast and/or circulation on Radio, TV “specials on Know What to do about H1N1 Flu”, Public Service Announcements, Web, toll-free-phone (888-883-8831), print materials and more. All files are accessible on ECHO’s one-stop-shopping web page www.echominnesota.org/H1N1. Languages include Amharic, Arabic, English, Hmong, Karen (Burmese), Khmer (Cambodian), Lao, Oromo, Russian, Somali, Spanish and Vietnamese.

Tamyra Kelly, ext. 1050

PURCHASE ORDER – CLOSURE DATE

This year the closure date for CY 2009 Purchase Orders (tax supported funds: General, Capital Projects, Transportation, etc.) to be entered into the system will be November 16th. The entry of 2010 Purchase Orders will be possible during the 3rd week of January.

Kirby Stahly, ext. 1005
**EMPLOYEE ACCESS**

East Allen County Schools is implementing "Employee Access" which allows employees a secure method to view and print pay records, employee benefits, tax data, and current leave balances. In the future the system will also enable employees to view W-2 forms, certified employee contracts and licensure information.

Beginning October 19th, all employees will have access to their payroll records via Employee Access. To receive detailed instructions on how to access this information and activate your account please contact Nena Klotz at nklotz@eacs.k12.in.us or x1010.

Kirby Stahly, ext. 1005

**CPI TRAINING**

Reminder for CPI training to all administrators and guidance counselors:
If you have **not** had CPI training, it will be offered on November 11 starting at 7:30 a.m. in the Staff Development room at Park Hill. This is an all day training. Dress casually. Please email by October 21, Jeff Studebaker or Mimi Bearman if you will be attending.

Britt Magneson, ext. 6490

**H1N1**

If there is a significant increase of students with flu like illnesses, principals will be mailing Parent Letter #2 (see attachment) home and including it in their newsletter packet. See *Enclosure # 3*

Britt Magneson, ext. 6490

**MATH TEXTBOOK ADVISORY COMMITTEE**

The EACS Math Textbook Adoption K-12 Committee will meet Wednesday, October 21 from 3:45-4:45 at Park Hill Learning Center in the staff development room.
Elementary members will also meet on November 17, December 7, January 12, and February 16. Secondary members will also meet on November 18, December 9, January 13, and February 17.

Natalie Drummond, ext. 3203
ESL RESOURCES

ESL teachers will meet Thursday, October 22 from 3:45-4:45 at Park Hill Learning Center from 3:45-4:45 in the staff development room to review ESL resource implementation and use for Rosetta Stone, Learning A-Z, and Mountain Language.

Natalie Drummond, ext. 3203

IDOE ENGLISH LANGUAGE LEARNER INSERVICE

IDOE English Language Learner Specialist, Olga Tuchman, will conduct a visit and provide an afternoon in-service for administrators, counselors, new ESL teachers, and general education teachers on December 2.

Natalie Drummond, ext. 3203

SCHOOL VISITATIONS

Tuesday, October 20, 2009 - (Heritage Area) 1:00 – 4:00 p.m.
Friday, October 23, 2009 - (Woodlan Area) 7:30 – 11:30 a.m.

Jeanne Zehr, ext. 1002

EACS EVENT CALENDARS

To keep staff and community updated on events:

- **District Calendar** (located on the Main page)
  - District/school events for parents and the community
- **Academics Calendar** (located on the Academics page)
  - Professional Development information and Registration link.
- **EACS Staff Event Calendar** (located on the Staff page)
  - Professional Development and all internal meetings throughout the district.

** Principals should have received an e-mail about “How to Suggest an Event”. Please refer to the information provided if you would like to post your school information on the District Calendar.**

Jeanne Zehr, ext. 1002

PARENT TEACHER CONFERENCE REPORT

Principals please submit the “Parent Teacher Conference Report” form to Dr. Zehr at the conclusion of Parent Teacher conferences.

Jeanne Zehr, ext. 1002
PROFESSIONAL DEVELOPMENT LEAVE FORMS

- Due to the courier only running 3 days per week, please be sure to submit your leave forms 10 days prior to the Board Meeting.
- Please keep the Professional Leave Supporting Documentation page separate from the Leave Request form. These two forms are kept in different places.

Jeanne Zehr, ext. 1002

NOVEMBER PRINCIPAL’S MEETINGS

- Elementary Principal’s Meeting
  November 17, 9:00 – 11:00 a.m. in the Staff Development Room
- Secondary Principal’s Meeting **(CHANGE)**
  **November 24, 1:00 – 3:00 p.m. in the Staff Development Room**

Jeanne Zehr, ext. 1002

LOOKING FOR GREAT WEBSITES??

- eacs.k12.in.us
- Click on Programs & Services tab
- Click on Technology tab

Jeanne Zehr, ext. 1002

DROP OUT SOLUTION FOR HIGH SCHOOLS

Visit this website for archived radio broadcasts:

http://www.dropoutprevention.org/ndpcdefault.htm

The mission of the National Dropout Prevention Center/Network is to increase high school graduation rates through research and evidenced-based solutions.

Jeanne Zehr, ext. 1002
IPFW’s Appleseed Writing Project is pleased to offer another SATURDAY SEMINAR 
A series of teacher workshops offered on the IPFW campus 

Fall 2009 
ADVANCED WRITER’S NOTEBOOK WORKSHOP

An advanced writer’s workshop on writer’s notebook for k-16 educators will be presented by Appleseed Project Teacher Consultant Marg Goyings. In this half-day workshop, she will present further strategies in using writer’s notebooks to generate writing ideas and build on writing seeds for students in all subject and grade levels.  

Bring your writer’s notebook!

Saturday, October 17
9:00 a.m. – 12:00 p.m.
IPFW Science Building, Room 176
(A light breakfast will be served.)

Cost: $30.00

To register, call IPFW’s Division of Continuing Studies at 260-481-6619 or register online at https://learn.ipfw.edu/ShowGroups.awp and click on Appleseed Writing Project or go directly to this link: https://learn.ipfw.edu/ShowSchedule.awp?~GROUP~.AWP~Appleseed+Writing+Project.

Enrollment is limited to the first 20 applicants. (To find out more about the Appleseed Writing Project, visit their website at www.ipfw.edu/awp).
For Immediate Release
For More Information, Contact: Major Harold Poff or Britany Goodpaster, 744-2311

NEXT WEEK: APPLY FOR CHRISTMAS ASSISTANCE FROM THE SALVATION ARMY

The Salvation Army and Toys for Tots will be taking applications for their Christmas assistance programs October 13-16 and October 19-23.

Families who are interested in receiving assistance this holiday season must apply in person at this time, only the legal guardian of the children may apply for assistance.
- October 13 & 20 applications for families whose last name begins with A-F
- October 14 & 21 applications for families whose last name begins with G-M
- October 15 & 22 applications for families whose last name begins with N-R
- October 16 & 23 applications for families whose last name begins with S-Z
- October 19 applications to those needing translators – they will be available the 19th, regardless of last name.

Applications will be taken at The Salvation Army - 2901 North Clinton St.

Doors will be open from 9:00 a.m. - 12:00 p.m. and 1:00 – 4:00 p.m.

Individuals must come prepared with the following information in order to receive assistance (all documents must be originals or official forms, no copies accepted.):
- Photo ID (head of household/applicant)
- Social Security card for each member of the household
- Original Birth Certificates for all children under the age of 18
- Proof of all income and Proof of all expenses for the entire household

Any questions regarding required documentation? Contact The Salvation Army at (260) 744-2311, ext. 702 prior to applying. Information is also on line at www.safortwayne.org.

All families seeking Christmas assistance from The Salvation Army this season (including the Toys for Tots, Angel Tree, Food Vouchers, and Adopt-A-Family programs) MUST apply at this time.

With community support, we look forward to helping all those in need throughout Fort Wayne this Christmas season. Please help us get the word out that now is the time to apply for assistance, so that we can help make this a Merry Christmas for everyone!
Dear Parent,

As you know, flu can be easily spread from person to person. Therefore, we are taking steps to reduce the spread of flu in (School Name). We want to keep the school open to students and functioning in a normal manner during this flu season. **But, we need your help to do this.**

We are working closely with the Indiana Department of Health and the Fort Wayne-Allen County Department of Health to monitor flu conditions and make decisions about the best steps to take concerning schools. We will keep you updated with new information as it becomes available.

**If the flu becomes more severe**, we may take additional steps to prevent the spread such as:

- Conducting active fever and flu symptom screening of students and staff as they arrive at school,
- Making changes to increase the space between people such as moving desks farther apart and postponing class trips, and
- Dismissing students from school for at least 7 days if they become sick.

For now we are doing everything we can to keep our school functioning as usual. Here are a few things you can do to help.

- **Teach your children to wash their hands** often with soap and water or an alcohol-based hand rub. You can set a good example by doing this yourself.

- **Teach your children not to share personal items** like drinks, food or unwashed utensils, and to cover their coughs and sneezes with tissues. Covering up their coughs or sneezes using the elbow, arm or sleeve instead of the hand when a tissue is unavailable.

- **Know the signs and symptoms of the flu.** Symptoms of the flu include fever (100 degrees Fahrenheit, 37.8 degrees Celsius or greater), cough, sore throat, a runny or stuffy nose, body aches, headache, and feeling very tired. Some people may also vomit or have diarrhea.
• **Keep sick children at home** for at least 24 hours after they no longer have fever or do not have signs of fever, without using fever-reducing drugs. Keeping children with a fever at home will reduce the number of people who may get infected.

• **Do not send children to school if they are sick.** Any children who are determined to be sick while at school will be sent home.

For more information visit [www.flu.gov](http://www.flu.gov), or call 1-800-CDC-INFO for the most current information about the flu. For more information about flu in our community and what our school is doing, visit our website or call Tamyra Kelly at 446-0100 ext. 1050. We will notify you of any additional changes to our school’s strategy to prevent the spread of the flu.

Sincerely,

(School administrator’s name and signature)
INDIANA GOLD STAR SCHOOL

Paul Harding High School has successfully completed the process to renew the Indiana Gold Star School Counseling Award sponsored by the Indiana Department of Education and the Indiana School Counselor Association. PHHS exhibits the highest level of school counseling professionalism in Indiana by meeting or exceeding the Indiana School Counseling Standards.

CONGRATUALTIONS PAUL HARDING HIGH SCHOOL!