1. THE GREEN THUMB CHALLENGE

The Green Thumb Challenge program from the Green Education Foundation (GEF) is calling on schools and youth groups from across the nation to plant 10,000 indoor/outdoor gardens in the spring of 2010, the largest youth based gardening program of all time! Schools and garden groups have the opportunity to win garden kits and other prizes as well as become eligible for a $5,000 grant. Participation is free and will provide schools with environmental lessons, activities and projects that can be seamlessly integrated into science, math, language arts, social studies, and creative arts curricula. GEF’s Web site provides teachers with unlimited access to a multitude of free standards based environmental lessons, activities and resources. Interested schools should contact Rose Fritzinger (ext. 3161) prior to submitting an application for this initiative so that EACS is aware of our participating schools.

Tamyra Kelly, ext. 1050

2. WHAT INDIANA MEANS TO ME

Fourth grade student essay competition "What Indiana Means To Me" The Indiana Statehouse Tour Office is sponsoring an essay competition in conjunction with “Indiana Statehood Day,” a celebration of Indiana’s 193rd birthday. A ceremony to honor the contest winners will take place on December 11, 2009, at the Indiana Statehouse. A day of special activities will precede the program.

Tamyra Kelly, ext. 1050

3. STATE HOLIDAY TREE TRIM

Second through fifth graders are encouraged to create ornaments for the “2009 Statehouse Tree Trim: Story time with First Lady Cheri Daniels.” The official State Holiday Tree Trim will take place on Wednesday, December 16, 2009. The program will be held at 11 a.m. in the Statehouse Rotunda.

Tamyra Kelly, ext. 1050

4. HEALTH INSURANCE ENROLLMENT

East Allen County Schools will start open enrollment for health insurance November 2, 2009 through December 4, 2009 to 4:00 pm. No enrollment forms will be accepted after this date. Health insurance premiums will remain the same for the 2010 calendar year. All benefit information is available on our East Allen County Schools website under the employee benefits tab. To obtain an enrollment form, please email or contact Leslie Reisgies at ext. 1051.

Peggy Rohrbacher, ext. 1009
5. **VOLUNTARY LIFE INSURANCE**

East Allen County Schools has a Voluntary Life Insurance with American United Life Insurance [AUL] that is available to employees that work more than nineteen hours per week during the school year. During the month of December, employees who had previously declined, have the opportunity to request Voluntary Term Life Insurance. Because this is considered to be an annual late enrollment, there is no guarantee issue of insurance and medical underwriting insurability is required. If you are interested, please visit the EACS website at [http://www.eacs.k12.in.us/bns/page.php?pid=894](http://www.eacs.k12.in.us/bns/page.php?pid=894) for information and form to complete.

East Allen County Schools has also been notified by AUL that employees who have the voluntary life insurance may increase their life insurance coverage without Evidence of Insurability. Participants are eligible to increase their coverage by the greater of 10% of their current amount or $10,000 to the contract maximum of the lesser of five (5) times their annual salary or $500,000 without answering any medical questions. Employees who currently have the Voluntary Life from AUL will receive additional information and forms via the courier.

If you decide to participate or increase your coverage level, the required forms and documents must be received by Susan Bandt by December 18, 2009.

Kirby Stahly, ext. 1005

6. **NEW COURSE APPLICATIONS FOR SECONDARY COURSES**

In planning for new middle and high school secondary courses for the 2010-2011 school year, schools should complete the enclosed EACS Request to Add an Existing Course Form by November 19. A locked template has been created for this application. If you need an electronic version of this form, please contact me. See *Enclosure # 1*

Natalie Drummond, Ext. 3203

7. **4th GRADE FOCUS ON HEALTH**

The Annual Focus on Health Event will take place December 8-10 at Village Elementary for all EACS forth grade students. Please see the enclosure for the schedule of times so that you may reserve buses. Be sure to note on your bus request, “Corporation Field Trip per Melvin Falkner”. Follow-up information will be sent to schools concerning the division of student groups for the day’s event. See *Enclosure # 2*

Natalie Drummond, ext. 3203

8. **ESL RESOURCES**

ESL teachers will meet Thursday, November 19 from 3:45-4:45 at Park Hill Learning Center from 3:45-4:45 to review ESL resource implementation and use for Rosetta Stone, Learning A-Z, and Mountain Language.

Natalie Drummond, ext. 3203
9. **EXCUSED ABSENCES**

Please be advised that all excused absences for illness that are more than five consecutive days may be condensed into a one day absence. Any questions or concerns please contact Mimi Bearman in the Office of Student Support.

Britt Magneson, ext. 6490

10. **SCHOOL VISITS**

Principals: Be sure to check your email regarding Officer Miller’s visitation schedule to your school. Attached to the email is a calendar of dates of Officer Miller’s planned visits to your school. This schedule will be followed except when special situations arise.

Britt Magneson, ext. 6490

11. **SPECIAL EDUCATION REQUIRED REPORTING**

EACS has been notified by the IDOE of a requirement for reporting the use of federal special education funds expended on staff salaries/wages. The reporting will be different depending upon whether an individual is paid solely through federal funds or split between two funds. Impacted staff members, along with their building principals, will be contacted within the next week with specific details for reporting.

Connie DeLong ext. 3109

12. **REPLACEMENT COMPUTERS FROM IDEA STIMULUS FUNDS**

During the week of November 2, new laptops will be delivered to each of the schools and are to be available for case conference use during the school day. Two laptops should be present at every case conference (one for IEP development and one for case conference note-taking). Old laptops should be cleared of any teacher files and returned to the Tech Department within one week of receiving new computers. Hopefully, this new equipment will make IEP development and case conferencing easier for all!

Connie DeLong ext. 3109
Instructions:

1. Contact the Director of Instructional Support Services regarding changes in course offering.
2. Complete this form, page 1 and 2. Include a copy of the state approved Course Title and Description with completion of page 2.
3. Courses new to EACS must be reviewed by the Curriculum Coordinating Council. Vocational applications must be completed in addition to the EACS form for Vocational Courses.
4. Approved requests will be returned to building principal—courses new to EACS must be approved by the Curriculum Coordinating Council; courses already in place in other EACS schools will be approved by the appropriate director and returned to the building principal.
5. Finalized Scope/Sequence are to be forwarded to the Director of Instructional Support Services after the first six weeks of the course for all new and changed course offerings.
EACS REQUEST TO ADD A COURSE OR CHANGE AN EXISTING OFFERING

Course Number _____ Course Title _____
(Assigned by Central Office)

Attach the IDOE course number and description.

Rationale

This course will be: _____ Required _____ Elective _____ Anticipated Enrollment _____

Scheduled To Meet: Length of course and times per week _____

Number & Title of Course to be Deleted if New Course is Approved _____

Textbook(s), author, copyright date(s), publisher(s):

Workbook(s), author, copyright date(s), publisher(s):

Consumable material(s) – description:

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee per course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbook Rental Fee</td>
<td>_____</td>
</tr>
<tr>
<td>Workbook(s) Material(s) Fee</td>
<td>_____</td>
</tr>
<tr>
<td>Subject Consumable Fee</td>
<td>_____</td>
</tr>
<tr>
<td>TOTAL EDUCATIONAL MATERIALS FEE</td>
<td>_____</td>
</tr>
</tbody>
</table>

_________________________ _______________________
Signature of Principal Date

Approved _____ Disapproved _____

_________________________ _______________________
Signature of Director of Instructional Support Services Date

Comments

Revised 10/29/2009
Tentative Course Outline and/or Scope and Sequence

Probably number of class periods to be spent on this topic: _____

Copy  Central Office File
      School Office File
### 4th GRADE FOCUS ON HEALTH
Hosted by VILLAGE ELEMENTARY
DECEMBER 8, 2009

<table>
<thead>
<tr>
<th>School</th>
<th># of Students</th>
<th>Arrival</th>
<th>Program Begins</th>
<th>Depart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harlan</td>
<td>65</td>
<td>9:15 am</td>
<td>9:30 am</td>
<td>11:30am</td>
</tr>
<tr>
<td>Woodburn</td>
<td>51</td>
<td>9:15 am</td>
<td>9:30 am</td>
<td>11:30am</td>
</tr>
<tr>
<td>Southwick</td>
<td>64</td>
<td>11:45 am</td>
<td>12:00 pm</td>
<td>2:00pm</td>
</tr>
</tbody>
</table>

### 4th GRADE FOCUS ON HEALTH
Hosted by VILLAGE ELEMENTARY
DECEMBER 9, 2009

<table>
<thead>
<tr>
<th>School</th>
<th># of Students</th>
<th>Arrival</th>
<th>Program Begins</th>
<th>Depart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highland Terrace</td>
<td>87</td>
<td>8:45</td>
<td>9:00</td>
<td>11:00</td>
</tr>
<tr>
<td>Monroeville</td>
<td>26</td>
<td>8:45</td>
<td>9:00</td>
<td>11:00</td>
</tr>
<tr>
<td>New Haven</td>
<td>58</td>
<td>11:15 am</td>
<td>11:30am</td>
<td>1:00 pm</td>
</tr>
<tr>
<td>Village</td>
<td>50</td>
<td>11:15 am</td>
<td>11:30am</td>
<td>1:00pm</td>
</tr>
</tbody>
</table>

### 4th GRADE FOCUS ON HEALTH
Hosted by VILLAGE ELEMENTARY
DECEMBER 10, 2009

<table>
<thead>
<tr>
<th>School</th>
<th># of Students</th>
<th>Arrival</th>
<th>Program Begins</th>
<th>Depart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leo</td>
<td>160</td>
<td>9:15</td>
<td>9:30</td>
<td>11:30</td>
</tr>
<tr>
<td>Meadowbrook</td>
<td>71</td>
<td>11:30 am</td>
<td>12:00 pm</td>
<td>1:45pm</td>
</tr>
<tr>
<td>Hoagland</td>
<td>50</td>
<td>11:30 am</td>
<td>12:00 pm</td>
<td>1:45pm</td>
</tr>
</tbody>
</table>
1. **EACS HIGH SCHOOL BANDS ADVANCE TO STATE FINALS**

The marching bands from *Heritage Jr/Sr High, Class C and Woodlan Jr/Sr High, Class D* have advanced to the state finals to be held at Conseco Fieldhouse, Indianapolis, on October 31. Doors for the state competition will open at 9:00 am.

CONGRATULATIONS HERITAGE AND WOODLAN JR/SR HIGH SCHOOL!

2. **WOODLAN FFA CHAPTER STATE WINNER**

Over the last two weeks, the Woodlan FFA Chapter has been actively involved in national competitions. They qualified for these opportunities by winning the state contests in four career development events. The Horticulture team advanced to the National Junior Horticulture Association competition in Hershey, PA where they were named the first place team in the National Horticulture Career Development Event. Celeste Grubaugh was the top individual in the competition followed by Erin Gruber, 3rd individual, Austin Grubaugh 4th individual and Emily Gruber 6th individual. The remaining three teams competed at the National FFA Convention last week. The Nursery/Landscape CDE team consisting of Celeste Grubaugh, Erin Gruber, Emily Gruber, and Bridgett Friend received a silver emblem award. The Forestry CDE team of Matt Kurtz, Ryan Wells, Brandon Hathaway, and Ethan Yerks received a bronze emblem award. The Marketing CDE team of Derek Gerig, Alyssa Knoblauch, and Werner Wolff also received a bronze emblem award. Chelsie Werling received the American FFA Degree which is the highest degree awarded in the FFA.

The Woodlan FFA Chapter was named a National 3-Star Chapter putting them in the top 1% of the chapters in the nation.

CONGRATULATIONS WOODLAN FFA CHAPTER!