1. **TRIMESTER GRADING PERIOD**

The high school trimester grading period ends on Thursday, November 11. Teachers have until Tuesday, November 16 to submit their grades to the registrar. Once all grades have been submitted Shari Hegerfeld will be printing and mailing grade cards to the student’s homes.

Chris Hissong, ext. 1002

2. **COMPLIANCE OF ADMINISTRATIVE GUIDELINE**

*Enclosure # 1 is Administrative Guideline 3419. Please review in light of an incident that occurred on Friday, November 5: A coach at New Haven High School made arrangements for a lawn care company to fertilize the area around the football field on Friday, November 5, 2010. He wasn’t authorized to make this decision and guidelines for application of chemicals on school grounds weren’t observed. This situation, had it not been caught in time, could have made it necessary to cancel the sectional football game that evening.*

Effective immediately: Any fertilizing, bug spraying, or anything else that involves chemicals being applied on school grounds must follow this procedure:

1. Spraying must be requested at least two weeks in advance and approved through the athletic director who will forward the request to Doug Roemer for approval at least 10 days in advance of spraying.
2. No fields or grounds may be used for 48 hours after the spraying.
3. If the request is not approved and chemicals are applied disciplinary consequences will be administered.

Failure to follow this procedure may result in disciplinary action up to and including termination for the person(s) involved.

Chris Hissong, ext. 1002

3. **BRIDGES**

The XAP Corporation is giving EACS the opportunity to use Choices Explorer at the middle school/junior high level and Choices Planner at the high school level this year for free. Ron Flickinger (Area vocational consultant) will be paying 39% of the costs for EACS and the XAP Corporation has arranged funding for the other 61%. This contract ends on August 30, 2011 and a decision to renew the contract will be made next summer. Teachers and students can begin using this immediately.

New information about this product is explained in webinars at the Bridges website.
4. BUILDING PRINCIPALS/CRISIS TEAM MEMBERS

Please be advised that each school is to have two NOAA radios. They are to be placed in two separate areas. Each placement must be a place where people are frequently present to hear the radio. Suitable placement areas are bookkeepers’ office, main office, guidance main office area. These radios are to be programmed for Allen County only. Should you have any questions or concerns, please do not hesitate to call Jeff Studebaker. The Office of Student Services is sending an NOAA radio instruction manual to each building principal.

Britt Magneson, ext. 3143

5. STUDY: INTERACTIVE WHITEBOARDS ARE LINKED TO IMPROVED STUDENT ACHIEVEMENT

The use of interactive whiteboards in the classroom might improve student achievement, according to a recent study that found students’ test scores rose after using the devices and when combined with the relevant tools and professional development. The study was conducted by independent researchers on behalf of Promethean, an education-technology company. "One way of phrasing their findings is that a class employing the technology would gain 12 months' achievement in a 9-month school year," said one researcher who reviewed the study. Education Week/Digital Education blog.

Bill Diehl, ext. 3125
Pest Control

Section 1. **General.** The School Corporation is committed to providing students a safe environment. It seeks to prevent children from being exposed to pests and pesticides. While pesticides protect children from pests that may be found in the school and its surrounding grounds, under some circumstances they may pose a hazard to children. Therefore, pest control practices may involve a variety of chemical and non-chemical methods that are designed to control pests effectively while minimizing potential pesticide exposure to children.

The Corporation will:

1. Annually inform parents and staff members of a summary of the Corporation’s pest control policy at the time of student registration by placing a provision in the *East Allen County Schools Guide to Students and Parents*.

2. Provide the name and phone number of the person for parents to contact for information regarding pest control.

3. Establish a registry of parents and staff members who want to receive advance notice of all pesticide use when school is in session and provide such notice by first class mail or electronic mail.

4. In the alternative, one-time general notice of planned pesticide applications may be issued to parents and employees who have requested advance notice.

5. Maintain written record for ninety (90) days of any pesticide applications.

The Corporation will provide such notice at least two (2) school days prior to the date and time the pesticide application is to occur. The notice will include the date and time of the pesticide application, the general area where the pesticide is to be applied and the telephone number to contact the school for more information.

In case of emergency pesticide applications because of immediate threat to the public health, the school shall give written notice as soon as possible.
Section 2. **Exclusions.** This policy does not apply to the use of the following pesticides: (1) When used in normal cleaning activities: germ killers, disinfectants, sanitizing agents, water purifiers, and swimming pool chemicals; (2) personal insect repellents when self-applied; and (3) gel baits or manufactured enclosed insecticides when used where students and staff members do not have access to the insecticides.

Section 3. **Procedure.** In an attempt to assure proper control of any pesticide or other harmful chemicals that might be used on corporation premises, these procedures are established. "Pesticide" is defined as a fungicide used on plants, an insecticide, a herbicide, or a rodenticide.

The intent of this regulation is to prevent unnecessary and unreasonable exposure of staff members, students, or the public to such potentially harmful substances.

1. Pesticides will be applied only by certified pesticide applicators or individuals operating under their supervision in school buildings, or on school grounds.

2. An emergency application of pesticide is defined as when an application of pesticides is necessary to eliminate an immediate threat to human health and where it is impractical to obtain the services of a certified pesticide applicator; provided such emergency application does not involve a restricted use pesticide. Restricted use pesticide may be used only by certified applicators or under their direct supervision.

3. At the time of registration for each school year, the Board shall provide the staff members of each school and the parents of each child enrolled in each school with a written copy of the summary of the school district's policy on pesticide applications and the name and telephone number of the school district's contact person for pest control information, and a request form for placement on a list for advanced notice. Such information will be included in the *East Allen County Schools Guide to Students and Parents* and in individual school faculty/staff handbooks. This information shall also be provided to the parents of any child who transfers into a school during the school year. A request for such notice may be made at any time during the school year.

4. Parents and staff members may register for prior notice of pesticide applications. Each school principal shall maintain a registry of persons requesting such notice. Prior to the application of pesticide within any building or on school grounds, the parents and staff members who have registered for prior notice shall be sent a mailing at least two school days prior to the application.

5. The aforementioned notice shall include (1) the name of the active ingredient of the pesticide to be applied if part of a routine scheduled
service, (2) location of the application, (3) date of application, (4) approximate time and length of the application and (5) name and telephone number of the school administrator or his/her designee who may be contacted for further information. If the application is a part of a routine service, the notice will also include a description of the pests encountered and the application method used during the previous service.

6. Generally, pesticide applications will be done during non-instructional time or during vacation periods.

7. No pesticide application is to take place while school is in session, and children are in the immediate vicinity of the application.

8. If an emergency application is necessary to eliminate an immediate threat to human health, no person other than the applicator may enter the area of such application until it is safe to do so according to the provisions on the pesticide label.

9. In cases of emergency application, prior notice is not required. Notice will be given to those persons who have previously requested notice of pesticide applications as soon as reasonably possible after such application.

10. A copy of the records of each pesticide application at a school shall be maintained for 90 days. The records will contain the following information:

   A. Date and time of the inspection and pesticide application.
   B. Pests found during inspection.
   C. Brand name and active ingredient of pesticide(s).
   D. EPA registration number of pesticide(s).
   E. Areas treated.
   F. Name of applicator.
   G. Source for obtaining information on the pesticide label(s), Material Safety Data Sheets(s), and/or fact sheet(s) for end use concentrations.

The school principal upon request will make available the pesticide application information listed above for at least 90 days from the date of appellation.

11. Potential harmful substances such as insecticide, fungicide, herbicides, rodenticide, or other pesticides shall be chosen from the low levels of toxicity. The least toxic formulations and safest methods of application will be selected when there is a choice of products with comparable effectiveness. Whenever practical, non-chemical controls shall be used.
12. Storage of harmful products will be kept to a minimum. Only enough of the product for a given application shall be purchased. All storage instructions will be followed explicitly. All such products and the application equipment will be stored away from other activities and especially separated from food products or occupied rooms. All storage facilities will be maintained as a locked area and clearly marked as containing pesticides.

13. All pesticide products will have complete label instructions, will remain in the original container, and the Material Safety Data Sheet will be on file and readily available to any employee who must handle such materials or who may have been exposed to the product. This information shall also be available to any member of the public upon request.

14. All applications of harmful products will be made in strict compliance with label instructions.

15. School corporation employees responsible for handling and applying pesticides shall have specific pesticide training.

The Director of Facilities shall be the contact person for providing information regarding pesticide application activities at the school site, including but not limited to giving oral and written notification, supervising the sending of notification as required by school policy, and maintaining records of pesticide applications.
1. ACADEMIC SPELLBOWL CHAMPS

New Haven Middle School is three time conference champs in academic spell bowl and heading to State competition on November 13.

GOOD LUCK NEW HAVEN MIDDLE SPELL BOWL TEAM!

2. ALL DISTRICT BAND SELECTION

Woodlan Jr. Sr. High students have been selected to play in the Indiana Bandmasters Association All-District and All-Region band. These students will be performing at DeKalb High School in coming weeks.

<table>
<thead>
<tr>
<th>All District</th>
<th>All Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evan Fritz</td>
<td>Chantey Baker</td>
</tr>
<tr>
<td>David Foss</td>
<td>Tynan Easterday</td>
</tr>
<tr>
<td>Jason Hoeppner</td>
<td>Kaleb Nelson</td>
</tr>
<tr>
<td>Emily Thomas</td>
<td>Charles Precht</td>
</tr>
<tr>
<td>Josh Hettinger</td>
<td></td>
</tr>
<tr>
<td>Joey McKinley</td>
<td></td>
</tr>
</tbody>
</table>

WAY TO GO WOODLAN!

3. COLTS COACH OF THE WEEK

Coach Jared Sauder has been named Colts Coach of the Week by the Indianapolis Colts. Coach Sauder received this award after his 11 - 1 Lions defeated #1 ranked Eastbrook 49 - 40 in the sectional championship game. Coach Sauder is invited to a Colts practice and game in December. Along with this award the Leo Football Program will receive a $2,000 donation.

CONGRATULATIONS COACH SAUDER!

4. FOOTBALL SECTIONAL CHAMPS

Leo Jr. Sr. and New Haven High football teams are both sectional champs! Both teams will play at the regional level on Friday, Nov. 12th. Leo will take on West Lafayette and New Haven will play Fort Wayne Bishop Dwenger.

GOOD LUCK LEO AND NEW HAVEN - WAY TO REPRESENT EACS!
RECOGNITION BULLETIN

5. EACS SCHOOLS WITH EXCELLENT ATTENDANCE

The following schools had excellent teacher attendance November 1st – 5th.

√ Meadowbrook Elementary – 98.5%

√ New Haven Middle - 97.7%

The following schools had excellent classified staff attendance October 25th – November 5th.

√ Hoagland Elementary – 98.9%

√ Woodlan Jr. Sr. High – 95.3%

KEEP UP THE GOOD WORK STAFF!