1. PROFESSIONAL LEAVE REQUESTS

**REMINDER:** ALL professional leave requests MUST be submitted to central office 10 days in advance.

Karyle Green, ext. 1001

2. REDESIGN COMMUNITY MEETINGS

Over the next two weeks, Dr. Green will make several presentations regarding the EACS Recommendation for Redesign. The presentations are for community members, patrons, staff and students so all are fully informed about the EACS Redesign.

All meetings will be held at Park Hill Learning Center (1000 Prospect Avenue New Haven, Indiana) in the Auditorium. Dates and times of these meetings are as follows:

- √ Wednesday, September 29, 4:00 p.m.
- √ Wednesday, September 29, 6:00 p.m.
- √ Monday, October 4, 4:00 p.m.
- √ Monday, October 4, 6:00 p.m.

Tamyra Kelly, ext. 1050

3. COMPUTER AUTO SHUTDOWN

EACS policy requires that computers be shutdown each night. Please do so before departing each night. Starting next Monday, all computers throughout the district will go through an automatic shutdown at 7:00 p.m. Lab computers will be automatically shutdown at 5:00 p.m. At that time, you will see a 10 minute counter appear on your desktop with the option to postpone the shutdown. The shutdown can be aborted with a mouse movement or by pressing any key on the keyboard. From 7:00 PM to 6:00 AM any computer that is inactive for 15 minutes, will have a 5 minute shutdown counter appear.

By shutting down computers each night the district will save energy and utility costs. In fact, our software will calculate an approximate savings from the automatic shutdowns. In addition, our computers will receive valuable updates when they are rebooted the next morning. We appreciate your cooperation.

Bill Diehl, ext. 3125

4. SECOND GRADE FOCUS ON HEALTH

The annual **FOCUS ON HEALTH** program for all EACS second grade students will take place November 3 & 4 at Village Elementary. Please see **Enclosure #1** for the schedule. *Each school* must schedule buses for this field trip. Be sure to note on your bus request, “Corporation Field Trip per Melvin Falkner”.

Date: 9-24-10

East Allen County Schools II-6
Follow-up information will be sent to schools concerning the division of student groups for the day’s activities. Please do not hesitate to call our office with any questions or concerns.

Britt Magneson, ext. 3143

5. **FREE FLU VACCINE FOR CHILDREN NOW AVAILABLE**

The Fort Wayne-Allen County Department of Health is now offering free flu vaccine for children and teens at its Medical Annex.

Both the injection and nasal spray variety is available while supplies last. Parents do need to make an appointment to have a child vaccinated.

The U.S. Centers for Disease Control and Prevention is recommending that everyone over the age of six months get vaccinated for influenza as soon as it is available. Last year, two separate vaccines were recommended—an H1N1 vaccination, and a seasonal influenza vaccination. This flu season, only one influenza vaccination is necessary. However, children younger than 9 years old who are being vaccinated for the first time need a second dose four weeks apart to be protected. See *Enclosure # 2.*

Britt Magneson, ext. 3143

6. **SCHOOL INCIDENT REPORTS**

Attention administrators and athletic coaches *Enclosure # 3* is a copy of the STANDARD School Incident Report. This report is to document when a student, parent, or visitor has an incident on school property that results in injury or illness. This is the only form that will be accepted. DO NOT USE ANY OTHER FORM. The EDT version may be completed on your desktop; the HC copy is hard copy to be printed then completed. Please be sure all employees who are responsible for completing the **Standard School Incident Report** receive this email including athletic coaches and trainers. All completed forms are to be given to the school nurse. Please do not hesitate to call with any questions or concerns.

Britt Magneson, ext. 3143

7. **LIFELINES SUICIDE PREVENTION PROGRAM**

Attention Health teachers please be advised that you are asked to present the Lifelines suicide prevention program in your health classes this year. Please document the number of students in your classes for whom you presented this material. Please forward this data to Jeff Studebaker. Mr. Studebaker would also like the approximate dates that you plan to present this material. Please call Jeff Studebaker with any questions or concerns.

Britt Magneson, ext. 3143
8. CELEBRATE NATIONAL PUNCTUATION DAY

Celebrate National Punctuation Day with your students this week. Use September 24th to kick-off a new attitude about punctuation. Remember punctuation helps a reader in understanding the writer's intended message. It is important for students to understand the connection between reading and writing. You may want to create a Bio-poem to celebrate punctuation. Your instructional coach has the template for the bio-poem, if you need it.

Marilyn Hissong, ext. 3124

9. THE 47TH ANNUAL HAUNTED HOUSE

The Children’s Museum of Indianapolis will sponsor the 47th annual Haunted House. The Haunted House is organized by the Children’s Museum Guild and presented by PNC, with the lights-on house sponsored by Indianapolis Power & Light Company. See Enclosure #4 for more information.

Britt Magneson, ext. 3143

10. PUMPKIN PATCH CONTEST

Jefferson Pointe would like to invite your school to help decorate their premier shopping center. This is a wonderful opportunity to show your school spirit to Fort Wayne residents and surrounding communities.

They are extending an invitation to schools to participate in the 2nd Annual Pumpkin Patch contest. Your school could win up to $1,000 in prize money.

The Pumpkin Patch will be on display at the shopping center, October 23rd & 24th. See Enclosure #5 for rules and application for the contest. Applications are due no later than October 4, 2010. The first 40 schools to submit a completed application will be eligible for this contest. So don’t delay!

Tamyra Kelly, ext. 1050
### FOCUS ON HEALTH
VILLAGE ELEMENTARY
WEDNESDAY, NOVEMBER 3, 2010

<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>New Haven</td>
<td>71</td>
<td>8:45am</td>
<td>9:00am</td>
<td>10:30am</td>
</tr>
<tr>
<td>Meadowbrook</td>
<td>64</td>
<td>8:45am</td>
<td>9:00am</td>
<td>10:30am</td>
</tr>
<tr>
<td>Cedarville</td>
<td>153</td>
<td>10:15am</td>
<td>10:30am</td>
<td>12:00pm</td>
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### FOCUS ON HEALTH
VILLAGE ELEMENTARY
THURSDAY, NOVEMBER 4, 2010

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<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>81</td>
<td>8:45 am</td>
<td>9:00am</td>
<td>10:30am</td>
</tr>
<tr>
<td>Woodburn</td>
<td>43</td>
<td>8:45am</td>
<td>9:00am</td>
<td>10:30am</td>
</tr>
<tr>
<td>Hoagland</td>
<td>57</td>
<td>10:15am</td>
<td>10:30am</td>
<td>12:00pm</td>
</tr>
<tr>
<td>Harlan</td>
<td>65</td>
<td>10:15am</td>
<td>10:30am</td>
<td>12:00pm</td>
</tr>
<tr>
<td>Monroeville</td>
<td>20</td>
<td>10:15am</td>
<td>10:30am</td>
<td>12:00pm</td>
</tr>
<tr>
<td>Village</td>
<td>51</td>
<td>12:15pm</td>
<td>12:30pm</td>
<td>2:00pm</td>
</tr>
<tr>
<td>Southwick</td>
<td>91</td>
<td>12:15pm</td>
<td>12:30pm</td>
<td>2:00pm</td>
</tr>
</tbody>
</table>
NEWS RELEASE

Contact: John Silcox, 260-449-7395, john.silcox@co.allen.in.us

For Immediate Release

Free flu vaccine for children now available


Both the injection and nasal spray variety is available while supplies last. Parents do need to make an appointment to have a child vaccinated.

The U.S. Centers for Disease Control and Prevention is recommending that everyone over the age of six months get vaccinated for influenza as soon as it is available. Last year, two separate vaccines were recommended—an H1N1 vaccination, and a seasonal influenza vaccination. This flu season, only one influenza vaccination is necessary. However, children younger than 9 years old who are being vaccinated for the first time need a second dose four weeks apart to be protected.

“Even if your child was vaccinated for H1N1 last year, it is important to get the vaccine again this year,” says Dr. Deborah McMahan, Allen County Health Commissioner. “This time you only need the one vaccine to be fully protected against H1N1 and other strains of flu which might be circulating.”

The department has the traditional flu shot for children and teens ages six months to 18 years. The department is also offering FluMist, an intranasal spray for healthy children ages 2 to 18. FluMist is not suitable for children younger than 2 or children with underlying medical conditions, such as asthma.

The Immunization Clinic is at the department’s Medical Annex, 4813 New Haven Ave. The clinic’s hours are Wednesday and Friday from 8:30 a.m. to 11:30 a.m. and 1 to 4 p.m. and Thursdays from 8:30 a.m. to 11:30 a.m. Call (260) 449-7514 to make an appointment.

Children under age 18 need to be accompanied by a parent or guardian (with notarized documentation). Parents should also bring the child’s shot record.
Adults who want to get the flu vaccine should check with their physician or visit one of the vaccine clinics offered by Lutheran or Parkview health systems.

Parkview Home Health & Hospice is hosting a series of adult flu and pneumonia vaccine clinics in Fort Wayne. The cost for flu shots is $25 and for pneumonia shots is $35, a fee that may be billed to Medicare or Medicaid for recipients who qualify. For a list of times and locations, call the Parkview Flu & Pneumonia Information Line at 800-727-8439, ext. 37985.

RediMed will begin offering flu shots Oct. 4 at its four urgent care clinics. Shots are available for anyone age 4 and older while supplies last. The cost is $30. Children under the age of 18 must be accompanied by a parent or legal guardian. For a list of RediMed urgent care clinics and hours of operation, visit www.RediMedClinics.com.

For more information on flu vaccination, visit www.fighttheflu.org.

Flu prevention measures

- **Wash your hands** often with soap and warm water, especially after you cough or sneeze. Use alcohol-based sanitizer if soap and water is not available.
- **Cover your nose and mouth** with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it. Cough or sneeze into your sleeve, rather than your hands, if a tissue is not available.
- **Stay home from work or school** and limit contact with others if you are ill. Try to avoid other people who are sick.
- **Avoid touching your eyes, nose or mouth.** Germs spread that way.

###

Thanks,

John Silcox
Director of Communications
Fort Wayne-Allen County Department of Health
260-449-7395 (ph)
260-427-1391 (fax)

Official up-to-the-minute public health information – register to receive by email and cell phone at www.nixle.com
**Standard School Incident Report**

**Name of School**

**School District**

**East Allen County Schools**

**Name of Injured Party**

**Date of Accident**

**Time of Accident**

- AM
- PM

**Home Address**

**Age**

**Sex**

- Female
- Male

**Grade or Position**

**Status**

- Employee
- Student
- Visitor
- Trespasser
- Other, describe:

**Description of Accident** (How did it happen? What was injured? What tool, machine, or equipment was involved? What teacher, supervisor or administrator was responsible for the area? Who witnessed the accident?)

**Witness Name-1**

**Address**

**Phone Number**

**Witness Name-2**

**Address**

**Phone Number**

**Witness Name-3**

**Address**

**Phone Number**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>TYPE OF INJURY</th>
<th>BODY PART(S) AFFECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletic Field</td>
<td>Abrasion</td>
<td>Abdomen</td>
</tr>
<tr>
<td>Bus</td>
<td>Amputation</td>
<td>Ankle</td>
</tr>
<tr>
<td>Bus Stop</td>
<td>Asphyxiation</td>
<td>Arm</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>Bite (Animal or Insect)</td>
<td>Back</td>
</tr>
<tr>
<td>Classroom</td>
<td>Bite (Human)</td>
<td>Chest</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>Burn (Chemical)</td>
<td>Ear</td>
</tr>
<tr>
<td>Hallway</td>
<td>Burn (Heat)</td>
<td>Ear</td>
</tr>
<tr>
<td>Laboratory</td>
<td>Other</td>
<td>Face</td>
</tr>
<tr>
<td>Locker Room</td>
<td>Theater or Stage</td>
<td>Other</td>
</tr>
<tr>
<td>Other</td>
<td>Maintenance Area</td>
<td>Finger</td>
</tr>
<tr>
<td>Office</td>
<td>Office</td>
<td>Foot</td>
</tr>
<tr>
<td>Playground</td>
<td>Playground</td>
<td>Hand</td>
</tr>
<tr>
<td>Restroom</td>
<td>Sidewalk</td>
<td>Head</td>
</tr>
<tr>
<td>Swimming Pool Area</td>
<td>Stairs (Inside)</td>
<td>Leg</td>
</tr>
<tr>
<td>Stairs (Outside)</td>
<td>Stairs (Outside)</td>
<td>Mouth</td>
</tr>
<tr>
<td>Theater or Stage</td>
<td>Theater or Stage</td>
<td>Tooth</td>
</tr>
<tr>
<td>Vocational Shops</td>
<td>Vocational Shops</td>
<td>Wrist</td>
</tr>
<tr>
<td>Off-Premises</td>
<td>Off-Premises</td>
<td></td>
</tr>
</tbody>
</table>

**IMMEDIATE ACTION TAKEN**

- None
- First Aid provided. Given by
- Medical Ambulance called. Time of Call: ______ By: ______
- School Nurse Notified. Time of Call: ______ By: ______
- Parent/Guardian notified. Time of Call: ______ By: ______
- Name of Parent/Guardian notified: ______
- Parent/Guardian Telephone Number: Home: ______ Work: ______ Cell: ______
- Person Released to [ ] Self [ ] Home [ ] Class [ ] Physician [ ] Hospital [ ] Other ______
- Time Released: ______

Report Completed By: ______ Title: ______

Date: ______ Telephone Number: ______

NOTE: This report is for record purposes only and does not constitute the admission of liability on the part of the school system or any employee thereof.

A734601
# Standard School Incident Report

**Name of School**

**School District**

- **East Allen County Schools**

**Name of Injured Party**

**Date of Accident**

**Time of Accident**

- [ ] AM
- [ ] PM

**Home Address**

**Age**

**Sex**

- [ ] Female
- [ ] Male

**Grade or Position**

**Status**

- [ ] Employee
- [ ] Student
- [ ] Visitor
- [ ] Trespasser
- [ ] Other, describe:

**Description of Accident**

(How did it happen? What was injured? What tool, machine, or equipment was involved? What teacher, supervisor or administrator was responsible for the area? Who witnessed the accident?)

__________________________________________________________________________________________________

__________________________________________________________________________________________________

__________________________________________________________________________________________________

__________________________________________________________________________________________________

__________________________________________________________________________________________________

**Witness Name-1**

**Address**

**Phone Number**

**Witness Name-2**

**Address**

**Phone Number**

**Witness Name-3**

**Address**

**Phone Number**

## LOCATION

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<th>Body Part(s) Affected</th>
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</thead>
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<td>□ Abrasion □ Amputation □ Asphyxiation □ Bite (Animal or Insect) □ Bite (Human)</td>
<td>□ Abdomen □ Ankle □ Arm</td>
</tr>
<tr>
<td>Bus</td>
<td>□ Burn (Chemical) □ Burn (Heat) □ Other</td>
<td>□ Back □ Chest □ Ear</td>
</tr>
<tr>
<td>Bus Stop</td>
<td></td>
<td>□ Ear □ Eye □ Face</td>
</tr>
<tr>
<td>Cafeteria</td>
<td></td>
<td>□ Other</td>
</tr>
<tr>
<td>Classroom</td>
<td></td>
<td></td>
</tr>
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<td></td>
</tr>
<tr>
<td>Vocational Shops</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## IMMEDIATE ACTION TAKEN

- [ ] None
- [ ] First Aid provided. Given by 
- [ ] Medical Ambulance called. Time of Call: By:
- [ ] School Nurse Notified. Time of Call: By:
- [ ] Parent/Guardian notified. Time of Call: By:
- [ ] Name of Parent/Guardian notified: 
- [ ] Parent/Guardian Telephone Number: Home: Work: Cell: 
- [ ] Person Released to [ ] Self [ ] Home [ ] Class [ ] Physician [ ] Hospital [ ] Other 
- [ ] Time Released: 

**Report Completed By:** ________________________________ 

**Title:** ________________________________

**Date:** ________________________________ 

**Telephone Number:** ________________________________

**NOTE:** This report is for record purposes only and does not constitute the admission of liability on the part of the school system or any employee thereof.

A734601
Tickets

$5.50 at Marsh Supermarkets
$6.50 at the door
Tickets also available at AAA locations.

Save $2 on Haunted House/museum combo ticket at Marsh.
Children under 2 free

General Information

childrensmuseum.org
(317) 334-3322 Press 4

The Children’s Museum is located at 30th and Meridian Streets. Closed Mondays.

Tickets

$5.50 at Marsh Supermarkets
$6.50 at the door
Tickets also available at AAA locations.

Save $2 on Haunted House/museum combo ticket at Marsh.
Children under 2 free

The Children’s Museum Guild’s Haunted House Schedule

October 16–31, 2010

IPL’S LIGHTS ON HOURS
Recommended for younger children who scare easily

Frightening Hours
Recommended for older children who dare to be scared

Tuesdays–Saturdays: 10 a.m.–3 p.m.
Tuesdays: 3:30–9 p.m.
Sundays (except 10/31): 11 a.m.–5 p.m.
Halloween Sunday 10/31: 10 a.m.–3 p.m.

Wednesdays, Thursdays: 3:30–9 p.m.
Fridays: 3:30–9:30 p.m.
Saturdays: 3:30–9:30 p.m.

Tour the Haunted House in your Scout uniform and receive a free patch in the Bootique Gift Shop.
The Children’s Museum Guild’s
Haunted House Special Events

Feast with the Witches

Enjoy a breakfast, lunch, or dinner “boo-ffet” with the witches, Halloween entertainment in Lilly Theater, and a ticket to Skeletown.
Friendly Feast includes a tour of Skeletown during Friendly Hours (for children who scare easily).

Saturdays, Oct. 23 and 30
Breakfast at 9 a.m.; entertainment at 10:15 a.m.

Tuesday, Oct. 26
Dinner at 6 p.m.; entertainment at 7:15 p.m.

Thursday, Oct. 21
Lunch at noon; entertainment at 1:15 p.m.

Sunday, Oct. 24 and 31
Lunch at noon; entertainment at 1:15 p.m.

Tickets: $15 per person
Charge by phone at (317) 334-4000
Limited capacity
Special AAA Discount Available

Scout Late Night Adventure

6:30–11 p.m.

Junior Girl Scouts
Saturday, October 16, or Friday, October 29
Bears and Webelos
Saturday, October 16, or Friday, October 29

Cost: $25 per scout
$25 per adult chaperone
(one per 8 children required)
$20 per museum member

Registration: By phone at (317) 334-4000

Get ready for an adventure like no other! You and your scouts will enjoy dinner and a lights-out, behind-the-scenes tour of Skeletown. You’ll explore the museum and its newest exhibit *Ends of the Earth* and see a special planetarium show. The official Skeletown scout patch will be awarded to all our brave adventure-seekers.

Late Night Adventure at Skeletown

*This event is for families who dare to be scared*
Friday, October 22, 6:30–11 p.m.

Cost: $25 nonmember
$20 per member
Limited capacity

Registration: By phone at (317) 334-4000

Get ready for an adventure like no other! Your family will enjoy dinner and a lights-out, behind-the-scenes tour of Skeletown. You’ll explore the museum and its newest exhibit *Ends of the Earth* and see a special planetarium show.

Sponsored by:

Lights On Hours
Presented by:

Haunted House admission and museum admission are available with a Combo Ticket Purchase at Marsh. Save $2. Children under 2 free.

This is not a school-sponsored event

The Children’s Museum galleries and Food Court close at 5 p.m. See reverse for Haunted House hours.
Pumpkin Patch Contest
Application
Deadline – October 4, 2010

Contact: ____________________________  Phone (       ) __________________
School Name: _________________________  School Phone: (       ) ____________
Address: ______________________________  City/State: __________  Zip: _________
Email: ________________________________  Cell phone: (       ) ____________

I grant Jefferson Pointe permission to use images of my work for promotional purposes.

Upon acceptance of this application, I and my representatives and agents agree to comply with and be bound by all Jefferson Pointe Pumpkin Patch Contest rules, which are expressly made a part of this application, and I do also accept full and complete responsibility for all property and persons involved in my participation in or with the Jefferson Pointe Pumpkin Patch Contest. In consideration of the acceptance of this application, I, as an inducement to such acceptance, agree, for myself and my employees, agents, successors, and officers, to indemnify and hold IMI Jefferson Pointe LLC, its board members, officers, employees, agents, successors, and assigns harmless of and from any and all liability, claims actions, demands, damages, and expenses, including, without limitation, reasonable attorney’s fees incurred by or on behalf of any of them, arising out of injury or damage of any kind, to persons or property, in any way connected with my participation in or with the IMI Jefferson Pointe LLC.

Applicant’s
Signature: ____________________________  Date: __________________

________________________________________
Date: ____________
1. **EXCEPTIONAL ACADEMIC ACHIEVEMENT**

New Haven High School students William Beyer and Ryan Blauvelt both have earned the AP Scholar Award in recognition of their exceptional achievement on AP Exams. These two students took the AP exams in Calculus, English Literature and English Language during their junior and senior year. One criteria is students must earn a score of 1-5 on the exam. Generally a 3-5 will earn college credit. To qualify for the AP Scholar Award, students have to earn a 3 or higher on three or more AP Exams. These students met this criteria!

   **Way to Go William and Ryan!**

2. **NATIONAL MERIT SCHOLAR SEMIFINALIST**

Aaron Magner, senior at Heritage Jr. Sr. High School was named a 2011 National Merit Semifinalist. To be considered for a Merit Scholarship® award, Semifinalists must fulfill several requirements to advance to the finalist level of the competition. These academically talented high school seniors have an opportunity to continue in the competition for some 8,400 National Merit Scholarships, worth more than $36 million, that will be offered next spring.

   **Congratulations Aaron Magner and Heritage Jr. Sr. High!**