1. **WINTER BREAK SCHEDULE**

EACS Central Administrative offices will be open to the public during the winter break on December 23, 26, 27, 30 and January 2, 3 from 9:00 - 12:00 each of these days. If you need to contact administrative services, human resources, or any other central office, someone will be available to take your call during these hours. ALL OFFICES WILL BE CLOSED DECEMBER 24, 25, 31 AND JANUARY 1.

Tamyra Kelly, ext. 1050

2. **NEW TUTORIALS FOR THE iOS 7**

The Technology Department would like to inform all staff that new tutorials for the iOS 7 versions of Pages and Keynote are now updated inside iTunes U, in both iTeacher and iStudent. They are also located inside the District Shares folder, inside Technology.

Please keep in mind that if a teacher uses iOS 7-updated apps, they will not be compatible with a student iPad if that student has not updated their iPad or apps to iOS 7. The reverse is also the case: if a teacher is still on iOS 6, their assignments will not be compatible with students who are updated to iOS 7.

So teachers, please update your iPad to iOS 7, and download the new versions of these apps. If you have issues or questions, please see Shelley Jenkins, your librarian, or your building tech.

Keith Madsen, ext. 3125

3. **2014 EACS MILEAGE REIMBURSEMENT RATE**

One of the budget cost reductions for 2014 is a reduction in the mileage reimbursement rate. The mileage rate for business miles is decreasing to 33.3 cents per mile. Beginning January 1, 2014, the standard mileage reimbursement rate for the use of a personal vehicle for EACS business related travel will be 33.3 cents per mile. See Enclosure #1 for more details.

Kirby Stahly, ext. 1005
4. CURRICULUM CONNECTION

The Curriculum Connection contains upcoming information regarding assessments, curriculum updates, video clips, instructional websites, and more. Please see Enclosure #2, 3 & 4 for specific elementary, middle, and high school information.

Marilyn Hissong, ext. 3124
ATTENTION!

East Allen County School’s Business Mileage Rates Will Decrease!

Effective January 1, 2014, the standard mileage rate for the use of a personal vehicle for business miles driven in 2014 will be 33.3 cents per mile.

per Administrative Policy 4140.26.
Writing prompt tips:
1. Length of the story: Fill all pages
2. Neatness: words need to be written at average size; not to small and not to big! Don’t write in cursive
3. Make revisions; word choice cross out old word and write new word above. Use editing marks!
4. Writing to an audience
   - show Granny ISTEP videos;
   - make sure stories have no violence, blood, guts, or guns
   - tie in feelings and emotions
5. Make connections to your life!
6. "Wrap it around"; last sentence(s) tie back to title or first few sentences.
7. Powerful use of transition words; include similes, metaphors, figurative language

Prompt Writing Practice
- Students do not have to finish a completed writing assignment on a topic every time! Practice parts of prompt writing.
  - Practice planning
    o Teach students several ways to organize
  - Practice writing transitions
  - Practice checking to see if questions from prompt have been answered
    o Mark each question with a different shape
    o Look in writing where they addressed that question and mark with corresponding shape

Collaboration Ideas
- Bundle 5 Planning
- CAFÉ
- Writing Prompts
- Acuity Data (G3-6)

Important Dates
<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acuity Predictive B (math/ELA)</td>
<td>11/25 – 12/10</td>
</tr>
<tr>
<td>Acuity Predictive B (Science/SS)</td>
<td>12/4 – 12/17</td>
</tr>
<tr>
<td>4 Week Assessment B4</td>
<td>12/17 – 1/7</td>
</tr>
<tr>
<td>District Writing Prompt</td>
<td>January</td>
</tr>
<tr>
<td>DIBELS and TRC (MOY)</td>
<td>1/8/14 – 2/5/14</td>
</tr>
</tbody>
</table>

Technology
The Technology Department would like to inform all staff that new tutorials for the iOS 7 versions of Pages and Keynote are now updated inside iTunes U, in both iTeacher and iStudent. They are also located inside the District Shares folder, inside Technology.

Please keep in mind that if a teacher uses iOS 7-updated apps, they will not be compatible with a student iPad if that student has not updated their iPad or apps to iOS 7. The reverse is also the case: if a teacher is still on iOS 6, their assignments will not be compatible with students who are updated to iOS 7.

So teachers, please update your iPad to iOS 7, and download the new versions of these apps. If you have issues or questions, please see Shelley Jenkins, your librarian, or your building tech.
Important Dates

<table>
<thead>
<tr>
<th>Activity</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acuity Predictive B (math/ELA)</td>
<td>11/25 – 12/10</td>
</tr>
<tr>
<td>Acuity Predictive B (Science/SS)</td>
<td>12/4 – 12/17</td>
</tr>
<tr>
<td>4 Week Assessment B4</td>
<td>12/17 – 1/7</td>
</tr>
<tr>
<td>District Writing Prompt</td>
<td>January</td>
</tr>
<tr>
<td>Algebra I Predictive B</td>
<td>1/27 – 2/7</td>
</tr>
</tbody>
</table>

Prompt Writing Practice

- Students do not have to finish a completed writing assignment on a topic every time! Practice parts of prompt writing.
- Practice planning
  - Teach students several ways to organize
- Practice writing transitions
- Practice checking to see if questions from prompt have been answered
  - Mark each question with a different shape
  - Look in writing where they addressed that question and mark with corresponding shape

Writing Prompt Tips:
1. Length of the story: Fill all pages
2. Neatness: words need to be written at average size; not to small and not to big! Don’t write in cursive
3. Make revisions; word choice cross out old word and write new word above. Use editing marks!
4. Writing to an audience
   - show Granny ISTEP videos;
   - make sure stories have no violence, blood, guts, or guns
   - tie in feelings and emotions
5. Make connections to your life!
6. "Wrap it around" ; last sentence(s) tie back to title or first few sentences.
7. Powerful use of transition words; include similes, metaphors, figurative language

Collaboration Ideas
- Bundle 5 Planning
- Writing Prompts
- Problem Solving Strategies
- Acuity Data/ Beacon Data

MATH: Problem Solving

Five Easy Steps to a Balanced Math Program- Chapter 2 p. 34-35

“Ultimate goal for students is for them to be able to solve independently-a multistep problem and to communicate verbally and in writing the process they used.” (p.33)

Poster Problem Solving Process: (p.36)

1. Data Sheet
2. Show all work
3. Number each step as you solve
4. Write number sentence
5. Word sentence with answer

Technology

The Technology Department would like to inform all staff that new tutorials for the iOS 7 versions of Pages and Keynote are now updated inside iTunes U, in both iTeacher and iStudent. They are also located inside the District Shares folder, inside Technology.

Please keep in mind that if a teacher uses iOS 7-updated apps, they will not be compatible with a student iPad if that student has not updated their iPad or apps to iOS 7. The reverse is also the case: if a teacher is still on iOS 6, their assignments will not be compatible with students who are updated to iOS 7.

So teachers, please update your iPad to iOS 7, and download the new versions of these apps. If you have issues or questions, please see Shelley Jenkins, your librarian, or your building tech.
Important Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Week Assessment B4</td>
<td>Dec 17 - Jan 7</td>
</tr>
<tr>
<td>ECA (English 10 &amp; Algebra I)</td>
<td>Dec 9 - 20</td>
</tr>
</tbody>
</table>

**Prompt Writing Practice**

- Students do not have to finish a completed writing assignment on a topic every time! Practice parts of prompt writing.
- Practice planning
  - Teach students several ways to organize
- Practice writing transitions
- Practice checking to see if questions from prompt have been answered
  - Mark each question with a different shape
  - Look in writing where they addressed that question and mark with corresponding shape

**Collaboration Ideas**

- Bundle 5 Planning
- Problem Solving Strategies
- Acuity Data/ Beacon Data

**Technology**

The Technology Department would like to inform all staff that new tutorials for the iOS 7 versions of Pages and Keynote are now updated inside iTunes U, in both iTeacher and iStudent. They are also located inside the District Shares folder, inside Technology.

Please keep in mind that if a teacher uses iOS 7-updated apps, they will not be compatible with a student iPad if that student has not updated their iPad or apps to iOS 7. The reverse is also the case: if a teacher is still on iOS 6, their assignments will not be compatible with students who are updated to iOS 7.

So teachers, please update your iPad to iOS 7, and download the new versions of these apps. If you have issues or questions, please see Shelley Jenkins, your librarian, or your building tech.

**“Best Practice in Mathematics”**

**Increase**

- Cooperative group work
- Discussion of mathematics
- Justification of thinking
- Writing about mathematics
- Everyday problems and applications
- Drawing logical conclusions
- Recognizing and describing patterns
- Use of technology

*taken from Best Practice: Today’s Standards for Teaching and Learning in America’s Schools by Zemelman, Daniels, and Hyde

**“Best Practice in English Language Arts”**

**Increase**

- Reading aloud to students
- Student’s choice of reading materials
- Writing before and after reading
- Collaborative activities
- Teacher modeling reading and writing
- Teacher- student conferences for writing
- Writing for real audiences
- Use of technology

*taken from Best Practice: Today’s Standards for Teaching and Learning in America’s Schools by Zemelman, Daniels, and Hyde