Administrative Bulletin

V-25  3.20.14

Note: The next administrative bulletin will be delivered April 11th.

1. DISTRICT MAKE UP DAY PLAN

With the canceled school day we had on Wednesday, March 12th, EACS has now missed 14 days of school so far this year. Two days were already made up in February, and one day was waived by the IDOE, leaving 11 days to make up. At the March 18th School Board meeting, the Board of School Trustees approved a revised make-up plan for the district. Please see Enclosure #1 to review the plan.

Ken Folks, ext. 1002

2. SPRING BREAK SCHEDULE

EACS administrative offices will be open to the public during Spring Break on March 31, April 1, 2, 3, and 4 from 9:00 – 12 noon each of these days. If you need to contact administrative services, human resources, or any other central office department, someone will be available to take your call during these hours. Please contact the switchboard at 446-0100 to be directed to the appropriate personnel.

Tamyra Kelly, ext. 1050

3. EAEA’S RECOGNITION AND RETIREMENT BANQUET

The recognition and retirement banquet is scheduled to be held Thursday, April 24. If you are interested in attending please see Enclosure #2 for details to register.

Tamyra Kelly, ext. 1050
4. AUTISM AWARENESS T-SHIRT SALE

East Allen County School’s Autism Team is hosting an Autism Resource and Information Fair at Park Hill Learning Center on April 26, 2014. We are asking staff to acknowledge Autism Awareness month by purchasing a t-shirt ($10) in support of our event. We encourage teachers to wear the t-shirt with jeans on each Friday in April. Please support our efforts in promoting Autism Awareness and the event we will be hosting. For more information contact Jennifer Hartman. See Enclosure #3 for further details.

Connie Brown, ext. 3109

5. UNEXPECTED EMAILS

All staff is reminded to please refrain from opening email from an address you do not recognize or do not expect email from. Additionally, please do not follow links within email you do not recognize or provide information via email or over the Internet to anyone. If you have called the EACS HELPdesk for any reason, and we require your password or other sensitive information, we will ask you over the phone.

Keith Madsen, ext. 3125

6. EDCAMP FORT WAYNE

Edcamp Fort Wayne is coming to Fort Wayne on Saturday, May 3rd (please see Enclosure #4 for information and registration). The Edcamp model is free professional development for educators by educators. Participants drive this free, democratic, informal "unconference". Please bring a friend, bring an iPad or laptop, and bring ideas. Lunch will be on your own at local restaurants.

Keith Madsen, ext. 3125

7. INDIANA CONSORTIUM ESSAY CONTEST

The Indiana Consortium of State and Local Human Rights Agencies announced will hold the 2014 Student Assistance Award - Essay Contest. The contest, which asks students to discuss their perspective on a current civil or human rights issue, will provide a $1000 scholarship to the winner. The contest is open to any graduating senior that currently attends any State of Indiana high school (public, private, and charter). The assistance award will be based on five points: Leadership, Academics, Extracurricular, Recommendations and Essay. The deadline for submitting applications is: May 30, 2014. For full details and to download an application go to: http://www.in.gov/icrc/2773.htm

Rose Fritzinger, ext. 3161

8. REMINDER: CPR/AED Training

Classes are being offered free of charge twice a month through the end of the school year. Classes are held at PAUL HARDING in the Staff Development Room from 4:15 PM to 6:15 PM. Class size is limited and requires pre-registration. If you need this certification for your license renewal, email or call Wendy Walker, Health Services Coordinator at extension 7309.

March 25 (Tuesday) Class time: 4:30 – 6:30
April 17 (Thursday)
Certification is through the American Heart Association and lasts for two years. Employees that need to renew their CPR/AED certification may also participate in this training.

See Enclosure #5 if you wish to purchase a student workbook; soft cover and ebooks are available.

Wendy Walker, ext. 7309

9. REMINDER: VOLUNTEERS NEEDED

The 2014 Community-wide Focus on Health event is scheduled to be held at New Haven High School on Saturday, April 26 from 8 am to noon. We are in need of volunteers. Please contact Tamyra Kelly or Eric Manor, Wellness Coordinator at extension 1003 if you would be willing to volunteer.

Tamyra Kelly, ext. 1050

10. CURRICULUM CONNECTION

The Curriculum Connection contains upcoming information regarding assessments, curriculum updates, video clips, instructional websites, and more. Please see Enclosure #6 for specific information.

Marilyn Hissong, ext. 3124
UPDATE! UPDATE! UPDATE!

With the canceled school day we had on Wednesday, March 12th, EACS has now missed 14 days of school so far this year. Two days were already made up in February, and one day was waived by the IDOE, leaving 11 days to make up. At the March 18th School Board meeting, the Board of School Trustees approved a revised make-up plan for the district.

The newly revised plan approved on March 18th, adds six (6) days to the end of the school year, cancels teacher collaboration days on Wednesdays, and adds 30 minutes to the end of each school day (60 minutes each Wednesday) through and including Thursday, May 8th. Adding time to the end of the day through May 8th makes up five elementary school days and four secondary (grades 7-12) days plus one hour. The other five hours will be made up at the secondary level by holding an eLearning day in April. Details on the eLearning day will be released soon. This new plan has school ending on Wednesday, June 4th.

Please see the following chart to know what your school’s dismissal time through Thursday, May 8th:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>NORMAL SCHOOL DISMISSAL</th>
<th>New SCHOOL DISMISSAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cedarville Elementary</td>
<td>3:40 p.m.</td>
<td>4:10 p.m.</td>
</tr>
<tr>
<td>East Allen Alternative</td>
<td>2:20 p.m.</td>
<td>2:50 p.m.</td>
</tr>
<tr>
<td>East Allen University</td>
<td>4:20 p.m.</td>
<td>4:50 p.m.</td>
</tr>
<tr>
<td>Heritage Elementary</td>
<td>2:40 p.m.</td>
<td>3:10 p.m.</td>
</tr>
<tr>
<td>Heritage Jr./Sr. High</td>
<td>2:55 p.m.</td>
<td>3:25 p.m.</td>
</tr>
<tr>
<td>Leo Elementary</td>
<td>2:30 p.m.</td>
<td>3:00 p.m.</td>
</tr>
<tr>
<td>Leo Jr./Sr. High</td>
<td>2:55 p.m.</td>
<td>3:25 p.m.</td>
</tr>
<tr>
<td>New Haven Primary</td>
<td>3:40 p.m.</td>
<td>4:10 p.m.</td>
</tr>
<tr>
<td>New Haven Intermediate</td>
<td>3:40 p.m.</td>
<td>4:10 p.m.</td>
</tr>
<tr>
<td>New Haven Middle</td>
<td>2:50 p.m.</td>
<td>3:20 p.m.</td>
</tr>
<tr>
<td>New Haven High</td>
<td>2:55 p.m.</td>
<td>3:25 p.m.</td>
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<tr>
<td>Park Hill Learning Center</td>
<td>11:45 a.m.</td>
<td>12:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>3:15 p.m.</td>
<td>3:45 p.m.</td>
</tr>
<tr>
<td>Paul Harding Junior High</td>
<td>3:40 p.m.</td>
<td>4:10 p.m.</td>
</tr>
<tr>
<td>Prince Chapman</td>
<td>2:25 p.m.</td>
<td>2:55 p.m.</td>
</tr>
<tr>
<td>Southwick Elementary</td>
<td>3:00 p.m.</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Woodlan Primary</td>
<td>2:45 p.m.</td>
<td>3:15 p.m.</td>
</tr>
<tr>
<td>Woodlan Intermediate</td>
<td>3:00 p.m.</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Woodlan Jr./Sr. High</td>
<td>3:00 p.m.</td>
<td>3:30 p.m.</td>
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We will continue to keep you updated if any additional changes are needed. Thank you for your understanding and cooperation.

Dr. Kenneth H. Folks
Superintendent
EAEA’s 49th Annual Recognition and Retirement Banquet

EACS 2014 Retirees ~ Teacher of the Year

You are cordially invited.

Thursday, April 24, 2014
Ceruti’s Catering and Banquet Hall
(6601 Innovation Blvd.)

Social Hour (cash bar) 5:30pm
Buffet Dinner* starts at 6:30pm
*includes appetizers and dessert

Please RSVP the following information to Diane Lake at New Haven Middle School by April 17.

Name ____________________________
Your School’s Name ____________________________

Guest ____________________________

Method of Enclosed Payment:
Check #_______ Cash Amount _________

All the meals are pre-ordered; therefore, there will be no refunds after April 18, 2013.

This banquet is sponsored and subsidized by the East Allen Educator’s Association
Retirees of EACS:

If you plan to retire this school year and want to be recognized at the EAEA Retirement and Recognition Banquet, you must have your name submitted to Amanda Ricketts in the Human Resources office by April 9. Her extension is 1009.

EAEA Members:
You and a guest receive a free meal.

Non-EAEA Members:
Your meal cost will be $25.

We want to thank and honor you for your time and devotion to education. Plan on attending the banquet and standing proud for all you have done.
East Allen County School’s Autism Team is hosting an Autism Resource and Information Fair at Park Hill Learning Center on April 26, 2014. We are asking staff to acknowledge Autism Awareness month by purchasing a t-shirt in support of our event. We encourage teachers to wear the t-shirt with jeans on each Friday in April. Please support our efforts in promoting Autism Awareness and the event we will be hosting.

Please send your completed order form and money to Jennifer Hartman (x3119) at Park Hill Learning Center.

Forms and payment must be received no later than Friday March 21st. Shirts will be delivered to your building the week of April 7th.

Name____________________________________________School_____________________________________

Phone number or room ext_______________________________________________________________

Payment Method: _______________Cash/Amount

____________________Check/Number______________Amount(make payable to EACS)

All t-shirt sizes are $10. Youth sizes have been included if anyone would like to order t-shirts for family members. The t-shirts will be black with the following logo:

Adult Sizes                        Youth Sizes

_______Small                       _______Y-Small (6-8)

_______Medium                      _______Y-Medium (10-12)

_______Large                       _______Y-Large (14-16)

_______XL                          _______Y-XL (16-18)

_______XXL

_______XXXL

_______XXXXL
Bringing Education Innovation to Northeast Indiana

Saturday, May 3rd 2014
9:00 am—3:30 pm
(Registration from 8:30 to 9:00 am)
IPFW Fieldhouse

What is Edcamp Fort Wayne?
The Edcamp model is professional development for educators by educators. Participants drive this free, democratic, informal “unconference”.

What Should I Bring?
Bring a friend, bring a laptop, and bring ideas. Lunch will be on your own, but a list of local restaurants will be available.

For More Information:
edcampfw.wordpress.com
To Register:
https://edcampfw2014.eventbrite.com
Social Media:
Twitter: @edcampFw
www.facebook.com/EdcampFortWayne

Schedule
8:30 – 9:00 am: Registration (Refreshments & Meet-Up)
9:00 – 9:30 am: Welcome and Board Build-Up
9:40 – 10:30 am: Session 1
10:40 – 11:30 am: Session 2
11:30 – 1:00 pm: Lunch (Maps will be provided for local eateries)
1:00 – 1:50 pm: Session 3
2:00 – 2:50 pm: Session 4
3:00 – 3:30 pm: Closure and Door Prizes!

Edcamp Fort Wayne is a FREE event, but Registration is Required

IPEVO
edmodo
LiveBinders
One Lucky Guitar, Inc.
edupedia
TALENT MADE HERE.
IPFW
Virtual Nerd™
DIVISION OF CONTINUING STUDIES
INDIANA UNIVERSITY—PURDUE UNIVERSITY FORT WAYNE
American Heart Association
Heartsaver® First Aid CPR AED
Student Workbook Ordering Information

The Heartsaver® First Aid CPR AED Student Workbook has been updated to reflect the 2010 American Heart Association Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care. This course is designed for anyone with limited or no medical training who needs a course completion card in first aid, CPR and AED to meet job, regulatory or other requirements to respond to and manage an emergency in the first few minutes until EMS takes over.

*** (Projected date for next product change end of year 2015 beginning of 2016)

- Book order number: 90-1026 or eBook: 90-1026EB
- Price $13.95 (plus shipping for printed copy)

To help in the distribution of ECC materials, the American Heart Association has partnered with three companies that provide the highest quality of customer service and support.

To order, call or fax or visit the website of the numbers below:

- **WorldPoint ECC, Inc.**
  151 S. Pfingsten Road, Suite E
  Deerfield, IL 60015
  Phone: 1-888-322-8350
  Fax: 1-888-281-2627
  e-mail: [www.worldpoint-ecc.com](http://www.worldpoint-ecc.com)
  website: [www.eworldpoint.com](http://www.eworldpoint.com)

- **Channing L. Bete Co., Inc.**
  200 State Road
  South Deerfield, MA 01373-0200
  Phone: 1-800-611-6083
  Fax: 1-800-499-6464
  e-mail: [www.channing-bete.com](http://www.channing-bete.com)
  website: [http://shop.aha.channing-bete.com](http://shop.aha.channing-bete.com)

- **Laerdal Medical Corporation**
  167 Myers Corners Road
  PO Box 1840
  Wappingers Falls, NY 12590-8840
  Phone: 1-888-562-4242
  Fax: 1-845-227-1143 or 1-845-298-4545
Important Dates

<table>
<thead>
<tr>
<th>Test</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISTEP</td>
<td>Mar. 11 – Mar. 21</td>
</tr>
<tr>
<td>Bundle 6 Assessment</td>
<td>Mar. 10 – Mar. 28</td>
</tr>
<tr>
<td>IREAD 3</td>
<td>Mar. 17 – Mar. 21</td>
</tr>
<tr>
<td>DIBELS and TRC (EOY)</td>
<td>Apr. 16 – May 14</td>
</tr>
<tr>
<td>ISTEP (multiple choice)</td>
<td>Apr. 29 – May 13</td>
</tr>
</tbody>
</table>

Teacher’s Role

- Have genuine conversations with students about aspects of the text they are reading.
- Set reading goals with children and check to see how these goals are being accomplished.
- Teach individuals effective reading strategies and skills.
- Sample students oral reading and take anecdotal notes.
- Promote student’s oral reading with fluency and phrasing.
- Sometimes discuss reader’s notebook.
- Teachers can use this information to guide instruction.
- Make sure students know how to choose just right books.

Conferencing forms are located on the district shared drive at: I:\District Shares\Curriculum Resources\Balanced Literacy\Reading Workshop\Independent Reading

Math Problem Solving Aps (Grades 3+)

- Addition and Subtraction
- Fractions
- Multiplication and Division

Vocabulary Apps

- Synonyms and Antonyms
- Compound word match
- Antonym match
- Homophone match
- Double letter match
- Singular and plural match

Collaboration Topics

- Problem Solving Strategies
- Success lessons
- Bundle 6
- Reading Conferences

Individual Reading Conferences:

- One on one during independent work feels like a conversation.
- Short check-in based on students needs. You may need to meet with struggling students more often than students who are making regular progress.
- Students do most of the talking.
- Sit at student’s level face to face, but do not lean over the student.

Student’s Role:

- Confer with the teacher about some aspect of reading.
- Sometimes read aloud for the teacher’s observation.
- Share reader’s notebook with the teacher and talk about it.
Important Dates

<table>
<thead>
<tr>
<th>Test</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Bundle 6 Assessment</td>
<td>March 10 – March 28</td>
</tr>
<tr>
<td>Accuplacer</td>
<td>March- May</td>
</tr>
<tr>
<td>Acuity Predictive C</td>
<td>March 24- April 11</td>
</tr>
<tr>
<td>Biology ECA</td>
<td>April 21- April 25</td>
</tr>
<tr>
<td>English 10 ECA</td>
<td>May 5- May 16</td>
</tr>
<tr>
<td>Algebra I ECA</td>
<td>May 12- May 23</td>
</tr>
</tbody>
</table>

Math Problem Solving Apps

- Addition and Subtraction
- Fractions
- Multiplication and Division

Vocabulary Apps

- Synonyms and Antonyms
- Compound Word Match
- Antonym Match
- Homophone Match
- Double letter Match
- Singular and Plural Match

Khan Academy:

Exciting news from Khan Academy, accessible via the iPad or a laptop/desktop computer: Khan Academy is partnering with the College Board so that all students who want to go to college can prepare for the SAT at their own pace, \textit{at no cost}. The College Board just announced that they're redesigning the SAT for 2016, and Khan Academy will make free, world-class prep materials. Know anyone preparing for the SAT? By spring 2015, students will have access to state-of-the-art, interactive learning tools that give them deep practice and help diagnose their gaps. All of this will be created through a close collaboration with the College Board specifically for the redesigned SAT. In the meantime, students taking the SAT in 2014/15 can start practicing today with hundreds of previously unreleased Math, Reading, and Writing questions from real SATs and more than 200 videos that show step-by-step solutions to each question, \textit{again, at no cost}.

Learn more about Khan Academy SAT prep at: [http://emails.khanacademy.org/5201b6fe191b2a646d1bb2261qyln.3zeg/Uxeed-YQqekjpiwL Ce909](http://emails.khanacademy.org/5201b6fe191b2a646d1bb2261qyln.3zeg/Uxeed-YQqekjpiwL Ce909)

Ideas for Teaching Text Features:

1. Students create their own digital handbook of text features.  
   \textbf{Example} with directions

2. Copy a few pages of a textbook or of informational text. Exclude the text. Then, ask students questions based on the text features.  
   \textbf{Example}

3. Teach signal words  
   \textbf{Word Chart}

\textit{From Smekens Training Jan 2014}

Other ideas can be found by going to the pathway below:

I:\District Shares\Curriculum Resources\Smekens Training Jan 2014

Collaboration Topics

- Problem Solving Strategies
- Success lessons
- Bundle 6
- Bundle 6/ Acuity Data
1. **2014 FAME WINNERS**

**Leo Elementary Winners**

FAME FUSION - 6th Grade Poster Winner:
   Bethany Pepple

FAME FUSION - Honorable Mention:
   Trevor Wise
   Omi Newhard

Mayor’s Choice Awards
   Aerin Goldman
   Lucas Richard

Teachers Choice Award
   Taylor Stine

**New Haven Intermediate Winners**

Mayor’s Choice Award
   Sophia Villa-Pennington
   Angelia York

Teacher’s Choice Award
   Lillian Cayea