

Administrative Bulletin

VII-1 8.14.15

1. WELCOME BACK

Welcome back for another productive school year! I'm so excited about visiting the buildings, classrooms, special events, musicals, athletic events to see our students in action. Most importantly, I'm passionate about educating our students. This is a place where our students can **Dream It. Do It.** Best of luck this year and if you should ever need me, just call or send me an email.

Ken Folks, ext. 1001

2. MEMBERSHIP COUNT DAYS

The **Indiana Department of Education** will be requiring two official counts days for Membership – **Friday, Sept 18, 2015** and on **Monday, February 1, 2016**. Principals are asked to ensure that registrars have all addresses confirmed and legal corporations of settlement entered into the AS/400 on a daily basis so that information is accurate prior to the Sept 18th count date.

Ken Folks, ext. 1001

3. ACCESS TO PAYROLL RECORDS – EMPLOYEE ACCESS

East Allen County Schools has implemented "Employee Access" which allows employees a secure method to view and print pay records, employee benefits, tax data, and current leave balances. Employees can access the system at home or at work. Employees are allowed to use EACS owned equipment to view and print payroll records.

To receive detailed instructions on how to access your on-line payroll records and activate your account, please contact Nena Klotz at nklotz@eacs.k12.in.us or ext. 1010

Kirby W. Stahly, ext. 1005

4. LILLY TEACHER CREATIVITY AWARD APPLICATION FOR 2016 AWARDS

Are you a licensed teacher, principal, assistant principal, library / media specialist or guidance counselor? If you are, read on, because you are likely eligible to apply for one of **100 awards for \$12,000 that Lilly** will be giving away to educators in Indiana through the Lilly Teacher

Creativity Award program. Teacher Creativity Awards provide funding to help refresh and renew the educators who are selected by Lilly's review committee. Application details are available at the Lilly Endowment's website: www.teachercreativity.org and on the attached document.

The application deadline is coming up quickly. So, if you are interested or think you might be interested in completing an application this year, please contact Rose Fritzinger by August 19 if you are interested in preparing an application for submission. Applications are due by Sept. 1 this year!

EACS has indeed been fortunate to have a number of Lilly Teacher Creativity Award winners over the past several years and we very much appreciate the Lilly Endowment's provision of these incredible Awards - what a great way to thank each of you for your efforts as educational professionals.

Rose Fritzinger, ext. 3161

5. PARKVIEW FREE HEALTH SCREENINGS

Parkview Comprehensive Cancer Center will hold a free health event at Parkview Field on Monday, August 24th from 6-9 pm and Tuesday, August 25th from 11 am to 3 pm. Screenings will be held in the Lincoln Financial Event Center at Parkview Field.

They will offer free prostate specific antigen (PSA) blood test for men along with many other screenings and information for both women & men. All screenings are free! See **Attachment #1** for more details.

Tamyra Kelly, ext. 1050

6. LIVING HEALTHY SERIES

Parkview is hosting a living healthy series. This series is open to the public. See **Attachment #2** for details.

Tamyra Kelly, ext. 1050

7. ON-LINE OPEN ENROLLMENT

**On-line Open Enrollment begins August 3, 2015 and ends August 21, 2015.
Your insurance will be effective September 1, 2015.**

Instructions for the process of on-line Open Enrollment is **Attachment #3**.

1. All eligible employees should have received a letter regarding the Open Enrollment and will be **REQUIRED** to sign into the portal. You can choose to keep the same plan, opt-out, or choose an insurance plan.
2. EACS has a spousal carve-out provision, meaning that if your spouse is eligible for insurance through their employer, we will not be able to add them to the plan.
3. Your insurance will be effective September 1, 2015.
4. If you do not complete the on-line Open Enrollment, your insurance will default to the High Deductible Health Plan Option 2 Employee Coverage only. This will default whether you currently have insurance or not.

If you do not have access to a computer or are having trouble with enrolling with contact Jennifer Rose ext. 1025.

Tina Grady ext. 1009

DREAM IT. DO IT.



FREE MEN'S HEALTH EVENT

Parkview Field in the Lincoln Financial Event Center

Monday, Aug. 24
6 – 9 p.m.

Fort Wayne TinCaps game
ticketholders only

Tuesday, Aug. 25
11 a.m. – 3 p.m.

Open to public

Calling All Men (and Women, too)

Take advantage of FREE education and screenings, including:

- PSA testing
- Blood pressure screening
- Osteoporosis screening
- Blood sugar check
- Height, weight and BMI measurements
- Strength testing
- Skin screening

Parkview Physicians Group – Urology physicians will also be on hand to answer your questions about the guidelines for PSA screening.

For more information, call (260) 266-9180.
No appointments necessary.



PARKVIEW

COMPREHENSIVE CANCER CENTER

PARKVIEW CENTER FOR HEALTHY LIVING

August 2015

Something for everyone.

follow us on



Parkview Neighborhood Health Center
3350 E. Paulding Road | Fort Wayne, Ind.

Healthy Living Series

Words to Eat By: “The Perfect Pinch” ... ever met an herb you didn't like?

Thursday, August 27, 6 – 8 PM

Skeptical about that bright green substance, and have no clue what it is or what to do with it? You sniff it. It has a distinct smell. But all you know, it is not grass.

Using fresh herbs can go a long way to improve flavor, color, and take your favorite foods from bland to great! And enhancing flavor does not mean loading up on the number one go to, 'salt'. Come and join our Words to Eat by discussion on herbs, **the perfect pinch**, with Chris Moore, RDN and learn how to use them, when to use them, compatible foods, fresh versus dry and the antioxidant and anti-inflammatory fighting health benefits.

Cost: *Free*

Breathe Well, Live Well

August 4 & 11, 3:00 - 5:00 PM

Breathe Well, Live Well is an adult asthma management program designed to help you learn to control your asthma and reduce symptoms so you can enjoy more activities. The class is taught in two sessions. Both two-hour sessions are necessary for program completion. This program was developed by the American Lung Association. For more information or to register, call (877)774-8632 or (260)373-7540. Space is limited, so registration is necessary to ensure class availability. Breathe Well, Live Well is brought to you FREE as a community service of Parkview Hospital.

Parent Asthma Class: Gaining Control of Your Child's Asthma

Tuesday, August 25, 3:00 - 5:00 PM

Understanding your child's asthma symptoms, and, knowing how to treat symptoms when they worsen, you can help your child stay as healthy and active as possible. This class will help you learn more about managing your child's asthma attacks. Call (260) 373-7540 or (877) 774-8632 to register. Space is limited. Cost: *Free*

Open Enrollment *(Currently have insurance w/EACS or have opted out)*

- Member will log into the Portal, EmployeePlansllc.com
- **Create your own User Name and Password** *(DO NOT use the user name and password below)*
- Click Employee Plans LLC – Login
- Click Portal Login
- Click I am an Employee or Dependent
- Click on Coverage & Benefits
- Click on Open Enrollment
- Fill out Form
- Click on Submit

New Enrollees Only *(Do not have insurance)*

- Go to: <https://secure.healthx.com/enrollment.employeeplans.aspx>
- User Name: **Enroll.8702**
- Password: **Enrollment1**
- Click on Enrollment
- Click on Group Benefit Plan Enrollment Form
- Employee information (fill in boxes provided)
- Submit

Recognition Bulletin

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1. LEO HIGH BAND

Mr. Bob Myers and the Leo Concert Band recently received a Gold rating at the Indiana State School of Music Association (ISSMA) Concert Band Contest. The Band earned superior ratings in Music Performance and Sight Reading and also received the All-State Music award for the 7th consecutive year! Mr. Myers and band members were also recognized by the Board of School Trustees on July 14.



CONGRATULATIONS!

2. DIABETES AMBASSADOR

HANNAH FLETCHER was selected to represent Indiana for the American Diabetes Association in our state. Hannah, an 8th grader at Leo Middle School, who has had type-one diabetes since she was 6-years old, participated in the Tour de Cure at the Indianapolis Motor Speedway where hundreds of people race bicycles around the track.



As a teen ambassador to our state, Hannah will make appearances and speak to people in order to help find a cure for type one and two diabetes. She gets to travel around Indiana and Indianapolis to talk to people about how important it is to donate to this cause. She will also go to the A.D.A.'s camp where she will spend time with other kids her age who are living with diabetes. Hannah was recognized by the Board School Trustees on July 14.

CONGRATULATIONS HANNAH!