



Administration Building
408 South Carroll Avenue
Michigan City, Indiana 46360
(219) 873-2000

September 1, 2015

Dear Michigan City Area Schools Employees (and family members):

We are proud of the contributions you make in providing an excellent educational experience for our students and their families. This is made possible because of your dedication and hard work. We realize you are our greatest asset and we are committed to promoting your health and well-being. That is why we encourage you to take charge of your lives and make a conscious effort to move toward optimal physical and emotional wellness.

Sometimes your efforts may be hindered by personal problems. When these problems become too much to deal with alone, it is wise to seek outside, objective help. We recognize there are times when talking to a trained professional about a personal concern can make it better. That is why as we will begin offering, as a benefit to you, an Employee Assistance Program.

The implementation date of this new service will be September 1, 2015. It is our pleasure to announce the provider of these services will be the Franciscan Alliance Employee Assistance Program. Franciscan Alliance has provided EAP services since 1987 and is a well-respected and much utilized program.

EAP offices are located throughout Indiana and Southern Cook County. Hours are by appointment and scheduled in a timely manner. You and your family members are each allowed six (6) appointments per year and the service is totally confidential. EAP is available to assist with problems including, but not limited to, the following areas:

Adolescents	Child Abuse	Healthy Relationships
Adult Children of Alcoholics	Child Care Solutions	Job Stress
Aging	Children of Divorce	Learning Disabilities
AIDS	Codependency	Legal Questions
Alcoholism	Depression	Marriage Concerns
Anger	Divorce	Parenting
Anxiety	Domestic Violence	Self-esteem
Assertiveness	Drug Abuse	Single Parenting
Attention Deficit Disorder	Eating Disorders	Smoking Cessation
Budgeting Tips	Gambling	Stress
Career Testing	Grief	Weight Management

For more information about the program refer to the enclosed brochure. To make an appointment for you or a family member, call (219) 662-3730 or (800) 747-7262. EAP is available when you are ready to talk!

Sincerely,

Xavier E. Botana
Associate Superintendent