



HENRY M. JACKSON HIGH SCHOOL

1508 136th Street SE
Mill Creek, WA 98012
Phone (425) 385-7000 ■ Fax (425) 385-7044

SECHIN TOWER
Principal

ERIK HEINZ
Assistant Principal

MADELINE MASON
Assistant Principal

JANEL THOMPSON
Assistant Principal

TA Rubric

Pass	Fail	Points*		
Eager to work and help out	Reluctant to get started	3	2	1
Actively engaged in organizing classroom	Does little to keep classroom organized	3	2	1
Enthusiastic about helping students	Reluctant or refuses to help students	3	2	1
Attendance: Present and attends class on time	Attendance: Unreliable, excessive tardies	3	2	1
Positive working relationship with teacher	Poor working relationship with teacher	3	2	1
Trustworthy and displays good work ethic	Dishonest, uncooperative, unethical	3	2	1
Has a harmonious relationship with students	Has a contentious relationship with students	3	2	1

* Key to Points: 3 = Above expectations 2 = Meets expectations 1 = Below expectations

Confidentiality Contract for Teacher Assistants, Office Assistants, Science Lab Assistants, Peer Tutors

Student Name: _____ Student ID#: _____

Supervising Staff Member: _____

STUDENT

"As a student enrolled as a teacher or office assistant (TA or OA) or science lab assistant at Henry M. Jackson High School, I am assuming a position of the highest responsibility. I understand that my role supports the effective and efficient operation of the educational process at this school. I recognize that, in the course of performing the duties of an assistant, I may have access to student records that are protected by the Family Education Rights and Privacy Act (FERPA), a federal law.

"I understand that I am held to the same high code of professional ethics as educational professionals. My signature indicates that I will abide by the standards of confidentiality of student records established by federal and state law, and Everett Public Schools Policy 3250."

Student Signature

Date

Parent/Guardian Signature

Date

Supervising Staff Signature

Date

This form is to be retained by the supervising staff member at the school.

Our mission is to provide a rigorous curriculum that sets high standards and prepares all students for the future.