



THE SCOOP

MONDAY, NOVEMBER 18, 2024

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EASY LINKS

Links to [Select Resources](#)
[Looking Ahead](#) Calendar

Nov 13–Jan 8	Student Registration Open for SEM1 and Yearlong Edmonds College in the High School Classes
Nov 19–Jan 17	Student Registration Open for SEM1 and Yearlong EvCC College in the High School Classes
Nov 1–March 14	Late Fee Charged (\$40 <u>per exam</u>) for Ordering AP Exams

This Week

Tues, Nov 19	2:30–3pm Staff Extension: Strategies for ML Students, Commons
Wed, Nov 20	World Language Assessment for JHS Students
Thurs, Nov 21	PACK Time: RULER Lesson 2
Fri, Nov 22	ELIF
Nov 22 & 23	Fall Play

The Next Few Weeks

Wed–Fri, Nov 27–29	Thanksgiving Break including Native American Heritage Day – NO SCHOOL
Mon, Dec 2	DUE: High School Course Proposal Form for New Courses for 2025-26 DUE: High School and Middle School Course Revision Form for 2025-26
Fri, Dec 6	ALIF: Collaborate to Assess Athletics Grade Checks
T/W/Th, Dec 10–12	Primary 2025-26 Interviews for Sno-Isle
Wed, Dec 11	30 minutes Staff Extension: TBD
Fri, Dec 13	ALIF: Collaborate to Respond
Wed, Dec 18	9:30am Safety Drill: Shelter in Place

jump to [Looking Ahead](#)

November 21 RULER Lesson

This week's [RULER lesson](#) is loaded into the Canvas course. There are lesson plan notes in the notes section of the slides. Additionally, some members of the RULER team will be modeling this lesson at the staff extension on Tuesday alongside some ML strategies, which we are excited for. 😊

Thanks! RULER/SEL Team ([Madeline](#))

Voice Mail

We've had a lot of new staff and room changes since last school year. If you haven't changed your message, callers might be confused if it still state someone else's name for internal and/or external messages. If you haven't done so recently, check your message to be sure it's your name, then follow [these instructions](#) to change your message.

Staff Absences Entered after 6:45 a.m.

If you are reporting an absence after 6:45 a.m., please notify the main office so coverage for the day can be arranged.

Exterior Classroom Numbers

Soon we will begin posting exterior classroom numbers for those that have windows. Please DO NOT remove those number signs—in the event of an emergency, first responders and others will need these signs to identify rooms.

Key Cards for Portables

Please continue to notify the main office if your portable key card is not returned. The card must be deactivated immediately. Thank you to those who have been keeping the front office notified of such losses.

Holiday Decorations

Winter festivities sometimes include door decorating contests. This is a festive and creative way to add some holiday cheer to a school hallway. Please remind your students, ASB advisors, and staff that **door windows must not be covered**. For visibility, safety, and security reasons every door window should remain clear. **Also, if you use string lights** for decorative purposes, please ensure that they are off when you leave for the day.

REMINDER: Fragrance* Sensitivity

from HR

Please be aware that some staff have chemical sensitivity. While many staff choose to wear fragrances to work, fragrances should be worn in moderation so as not to distract, disrupt, or offend others. In addition, some members of the district staff have health conditions that are negatively affected by fragrances worn by others. In those circumstances, staff will be asked to refrain from wearing fragrances to work.

*Fragrance: perfume, cologne, lotion, aftershave, balm, flowers (some lilies have an especially strong fragrance), essential oils, etc.

Reminder: Importance of Accurate and Timely Attendance

Administration has observed some ongoing issues with attendance reporting, which has led to confusion for both our team and our families. Today, we received a message from a concerned parent regarding inaccurate attendance for their child. In this case, the student was absent for the entire day but was only marked absent for three periods. Situations like this affect our records and undermine the confidence parents place in us to account for their children.

To ensure accuracy, please keep the following in mind:

- **Take Attendance at the Beginning of Class:** Recording attendance at the start of each period helps us maintain accurate records and communicate effectively with parents. If students arrive after attendance is taken, please remember to update their status.
- **Late Arrival Passes:**
 - **Yellow Pass:** Mark as “TE” for excused tardy.
 - **White Kiosk Pass:** Mark as “TU” for unexcused tardy.
- **All Present Button:** Use the “All Present” button only if all students are actually present or if only office-entered absences apply. Please avoid pre-checking “All Present” at the start of the day, as it leads to inaccuracies in our attendance data. This practice, while preventing reminder emails, often results in missed or inconsistent attendance entries, impacting our ability to track attendance accurately.
- **End-of-Day Report:** A summary of potential missing attendance is sent to administrators daily. Timely and accurate attendance helps ensure this report is complete and correct.

Thank you for helping us maintain accurate records. If you have any questions about these procedures, please reach out to the attendance office or administration for further clarification. Best regards, [Janel](#)

AI Pilot Update

from Dr. Brian Beckley, Chief Information Officer, & Karen Hickenbottom, Director of Learning Management Services
An AI Pilot Committee, made up of teachers and admins, met in September to begin thinking about how we can implement AI district wide for students in ethically responsible and safe ways.

One of the suggestions that came out of the committee was that they needed to pilot some AI tools with students so they could work through the bugs and be better able to identify best practices, obstacles, and pitfalls before being able to help us design professional development and systems for everyone.

Forty teachers volunteered through the committee members to take part in the pilot. They will be evaluating two AI tools for student use: Magic School and School AI. Their students will have access to the tools as part of the pilot. Both tools have signed agreements with us to protect student data and not send student input out to train other AI models.

In January we'll be collecting feedback from both participating staff and students in the pilot to better inform our decision making.

The AI Committee meets again February 26 to discuss the feedback and begin developing longer term implementation plans.

The free versions of both Magic School and School AI are currently available to teachers but are still blocked for students outside the pilot group.

Public Libraries Partnership – EXCITING!

I have exciting news: Everett SD students now have access to both Sno-Isle and Everett Public Library accounts through their student ID!

All students will use **ES + student ID number** (ESXXXXXX) for both Sno-Isle and Everett Public Libraries. Password is 1234 (instructions are [attached](#) and can also be found using the link at the end of this message).

Why is this SO EPIC???

1. Students can access free LIVE online homework help M-F from 1 p.m. to midnight in any subject, in English or Spanish.
2. Students have access to audiobooks (which they've asked about for years!) and Ebooks (up to 30 at a time, if they want).
3. Students have \$7 in a black-and-white OR COLOR printing account that resets each month and can print remotely and pick up their project.
4. Students can access MORE library databases than what we have at Jackson (including Consumer Reports, Gale in context WORLD HISTORY, and Gale in context LITERATURE – so good!)

I linked to the student login on the JHS library website, but you might want to put it in your Canvas courses as well: <https://www.sno-isle.org/blogs/post/student-account/>

I would love to visit your classes to help students sign in for the first time and show them how to access Libby for audiobooks! Just let me know if there's a good time between now and Thanksgiving when you'd like a guest librarian visit. 😊

**Teachers can make an educator account, but it's not automatically set up for you the way it is for students, so let me know if you are interested and I'll show you how to do it. [Emily](#)

Inclement Weather

In the event of severe weather, power outages, or other emergencies, Everett Public Schools may adjust schedules to ensure the safety of students and staff. Using multiple communication methods, we aim to inform families and staff about schedule changes by 5:30 a.m. We will post any school closure or delay decision on the [district website](#) as soon as it is made.

[School closure and late start information](#)
[Inclement weather policies & procedures](#)

JHS Named to Advanced Placement School Honor Roll

The College Board announced that Henry M. Jackson High School has been named to the 2024 Advanced Placement® Program (AP®) School Honor Roll, earning a Silver distinction. [Read the press release here.](#)

SmartHealth Wellness Incentive

Employees can earn up to \$125 wellness incentive for participating in [SmartHealth](#) activities. SmartHealth is a voluntary wellness program that supports whole person wellbeing. Employees can participate in activities that support them including managing stress, building resiliency, and adapting to change.

Each year, employees start by completing a wellbeing assessment. SmartHealth suggests activities that align with the assessment outcomes. Learn more about SmartHealth on HCA's website at hca.wa.gov/sebb-smarthealth.

Secondary Schools Composting Contest

This fall, our elementary schools successfully implemented our composting program, and I am excited that our secondary schools will begin their composting journey in **January** when we return from Winter Break. Secondary schools will receive all materials needed to implement composting (e.g., compostable bags, buckets, canisters, signage) from the Maintenance Department the week of **December 16-20**. These resources are the same resources used in our custodian and student training videos (below).

Successful composting in secondary schools also requires proactive communication and engagement of students. To promote proactive, innovative, and creative student-centered communication about composting, we are hosting a **video contest** for any interested student or student team to create and submit a video about the *why* and *how* of composting at school that will engage all students to compost in the new year. Contest submissions are made using this [Microsoft Form Link](#) or the QR code on the flyer.

Submissions must be received by 8 p.m. on Wednesday, December 18. One middle school and one high school video will be selected and their teams recognized at the January 14 school board meeting. Contest winners (and school administrators) will be notified via their district email accounts on December 20.

District's composting resources:

[Instructional Video for Setting up Waste Stations](#) (custodian and para training)

[Waste Station Signage.pdf](#)

[Instructional video for students](#) (elementary version)

You may post this [contest flyer](#) in your common areas in the school or include in your daily student announcements.

EduBytes Newsletter

Check out the 3rd issue of the [EduBytes newsletter](#)!

- Synergy Updates! – Blackout Window for eSchoolPlus & Gradebook
- Photo Essay Project Highlight – Sarah Manus's English 3 classes
- Analyzing Student Data
- AI Prompts for Breaking Down Tasks or Projects
- Audio and Ebooks Access through Public Library Partnership
- Digital Citizenship Highlight
- Tool Tips – Stop the Teams Popup!
- Upcoming Changes

Special Services Newsletters

The Special Services Department is excited to introduce a monthly newsletter designed to enhance communication, provide key information, and foster a stronger sense of community.

Each issue will include important and timely news, valuable resources, staff spotlights, and more, serving as a vital tool to keep everyone informed and aligned with ongoing efforts that support the district's strategic plan and department initiatives. This newsletter will ensure that all staff are up to date on the latest developments, helping us work together toward our shared goals.

September Newsletter [link](#)

October Newsletter [link](#)

November Newsletter [link](#)

Check Out November's Family District News

District news is shared with families on the first Tuesday of every month. [Click here](#) to view what our families are reading.

Summer SIS Blackout for Transition from eSchoolPlus to Synergy

from Brian Beckley's office

Due to the district's transition from eSchoolPlus to Synergy, the last day that eSchoolPlus will be available for use will be **June 27, 2025**.

Blackout Period: There will be a **blackout period** for all Student Information System (SIS) products from **June 30, 2025, through July 17, 2025**. During this time, no SIS products will be accessible.

System Transitions: Several systems are being retired at the same time, including **Cognos** and **Insight**. Other systems are being transitioned to Synergy counterparts:

- **Synergy SIS** will replace **eSchoolPlus**
- **Synergy OLR** will replace **PowerSchool Enrollment**
- **Synergy SE** will replace **PowerSchool Special Programs**
- **Synergy Assessment** will replace **Performance Matters**
- **TeacherVUE** will replace **Teacher Access Center** and the **LMS Gradebook**
- **ParentVUE** will replace **Home Access Center** and the **Parent Portal**
- **Analytics** will replace **Insight**

Timeline: The Synergy SIS portion is expected to be available to users after **July 18, 2025**, based on training and role. Other portions of the system will come online in the days and weeks following as soon as they are available.

We will provide more information and training as we approach the transition date. Thank you for your understanding and cooperation during this important change.

AP Reader Application

from Sechin's October 28 Monday Message

Every year we have tremendous interest by teachers in being a reader for the AP exams. Unfortunately, spots are limited by school, and priority is given to those who haven't been recently. If you're interested in more info on this or want to apply to be an AP reader, please send this form to me by **Wednesday, January 15**: [AP Reading Intent to Apply Form 2024-25.pdf](#)

2025-26 New College in the High School Teachers/Courses Application

Everett Public Schools has established interlocal agreements with Everett Community College, Edmonds College, and the University of Washington to offer College in the High School (CiHS) for some courses taught by qualified high school teaching staff.

For the 2025-26 school year, all new CiHS teachers must apply using the [Everett Public Schools CiHS Application](#). The window for applications varies based on the postsecondary institution as listed below.

Deadline is around the corner!

- [University of Washington in the High School](#) application window: **November 4–18**

Application window starts **January 2025**:

- [Edmonds College](#) CiHS application window: **January 6–May 30**
- **Tentative** [Everett Community College](#) CiHS application window: **January 6–May 30** (program is currently closed to new applicants until further notice)
- **NEW!** [Central Washington University](#) and [Eastern Washington University](#) CiHS programs will also be available for the 2025-26 school year; information will be released in **January**.

To review teachers and courses already approved for CiHS, please see the [CiHS Approved Teacher List](#). A teacher must be approved for each CiHS course. Currently approved teachers and courses do not need to be re-approved for the upcoming school year unless the postsecondary institution has a renewal process. When in doubt about CiHS status, or for any other CiHS questions, please contact cihs@everettsd.org.

Select Resources [\(jump to top\)](#)

Master Schedule with teacher and room assignments for SEM1 and SEM2: [2024-25](#)

Lunches for 2024-25: [SEM1](#) | SEM2

Bell Schedules: [reg-Pack-LIF on one page](#) | [2-Hour Late Start \(regular day\)](#) | [2-Hour Late Start \(LIF day\)](#)

Phones: JHS Phone List for 2024-25: [SEM1](#) | SEM2
[Frequently Used Phone Numbers, 2024-25](#)
[District Phone Directory](#)
[Phone Instructions](#)

[Counselor and Admin Alphas, 2024-25](#)

[Admin Supervision](#), 2024-25

Calendars for 2024-25: [Student At-a-Glance Calendar](#)
[Student Impact Calendar](#) (cultural and religious observations)
[Student Art Calendar](#)
[EEA Work Calendar](#)
[Payroll Calendar](#)
[Employee Calendars](#)

[JHS Letterhead](#), as of Aug 2024

JHS Maps: [lower level](#) | [upper level](#) (now updated per latest portable removals)

[JHS Graphics Standards](#) | [JHS Spirit Email Signature How-to](#)

JHS Staff Handbook for 2024-25

District High School Course Catalog: [2024-2025](#)

[District Policies & Procedures in DocuShare](#)

[COVID Info](#) on District Website

[CPS/DCYF Report Form](#)

[Student Multiple Tardies Lunch Detention Form](#) | Questions? [Kristina Monten](#)

Worksite Learning: [Video](#) | [Sign](#) | [New Worksite Learning Student Forms](#) | byoungberg@everettsd.org

JHS PTSA: [website](#) | [membership form](#)

[Everett Public Schools College in the High School Application](#): apply March 1 – June 14 for EvCC or
Edmonds College | apply Jan 10 – Feb 11 for UW | list of teachers/ courses [already CiHS approved](#) |
for info/questions, cihs@everettsd.org

Course Proposal Forms for 2025-26: [New CTE Course](#) (due by Oct 1, 2024) | [New Course Equivalency](#) (due
by Oct 1, 2024) | [New Course](#) (due by Dec 2, 2024) | [Course Revision](#) (due by Dec 2, 2024)

Athletic Shares:

Erik Heinz: X (Twitter) @CoachHeinz57, Instagram @ehein4, email EHeinz@everettsd.org

Kyle Peacocke: X (Twitter) @KylePeacockeJHS, Instagram @jhsathleticcoordinator, email
KPeacocke@everettsd.org, cell 206-755-0888

[Stay Connected](#): Where to Look for Various District Communications

Looking Ahead ([jump to top](#))

Fri, Jan 10	ELIF Athletics Grade Checks
T/W/Th, Jan 14–16	Primary 2025-26 Interviews for Sno-Isle
Fri, Jan 17	ALIF: SGG or Other Collaboration
Mon, Jan 20	Martin Luther King Jr Day – NO SCHOOL
Tues, Jan 21	12:10pm Safety Drill: Earthquake
T/W/Th, Jan 21–23	Primary 2025-26 Interviews for Sno-Isle
Fri, Jan 24	ELIF Athletics Grade Check
Wed, Jan 29	30 minutes Staff Extension: TBD
Thurs, Jan 30	End of SEM1
Fri, Jan 31	Teacher Work Day – NO STUDENTS
Feb 3–March 3	Student Registration Open for SEM2 UW in the High School Classes
Mon, Feb 3	SEM2 Begins
Wed, Feb 5	3pm SEM1 Grades “Push” from Gradebooks into TAC late afternoon DeeAnn Will Email Teachers When TAC Is Open
Fri, Feb 7	ELIF

Wed, Feb 12	3pm TAC Closes for SEM1 Grades Review/Corrections 8–11am ASVAB , Career Center (prior registration in the Career Center required): ASVAB Fact Sheet ASVAB Career Exploration Program Overview 30 minutes Staff Extension: TBD
Thurs, Feb 13	9:15am Safety Drill: Evacuation (extended PACK Time schedule)
Fri, Feb 14	ELIF Athletics Grade Checks
Mon/Tues, Feb 17–18	Mid-Winter Break including Presidents Day – NO SCHOOL
Fri, Feb 21	ALIF: Collaborate to Assess
Feb 28–April 9	Student Registration Open for SEM2 Edmonds College in the HS Classes
Fri, Feb 28	ALIF: Collaborate to Respond Athletics Grade Checks
March 4–April 18	Student Registration Open for SEM2 EvCC College in the HS Classes
Wed, March 5	School-Day SAT for Juniors
Fri, March 7	ALIF: Collaborate to Assess
Sun, March 9	Daylight Saving Time Begins – <i>set clocks <u>ahead</u> 1 hour (“spring forward”)</i>
Wed, March 12	Heatherwood Middle School Transition Meetings for 2025-26
Fri, March 14	ELIF Athletics Grade Checks
Tues, March 18	Gateway Middle School Transition Meetings for 2025-26 60 minutes Staff Extension: SAT Training
Wed, March 19	9:30am Safety Drill: Lockdown
Fri, March 21	ALIF: Collaborate to Respond
March 21 & 22	Spring Play
Fri, March 28	End of 3rd Quarter ELIF
March 28 & 29	Spring Play
Tues, April 1	Notification of 2025-26 Sno-Isle Student Status
Wed, April 2	Multicultural Night
Thurs, April 3	9:15am Safety Drill: Earthquake (during PACK Time) 3pm 3rd Quarter Grades “Push” from Gradebooks into TAC late afternoon DeeAnn Will Email Teachers When TAC Is Open
Fri, April 4	Early Release Day Athletics Grade Checks
Mon–Fri, April 7–11	Spring Break – NO SCHOOL
Tues, April 15	3pm TAC Closes for 3rd Quarter Grades Review/Corrections
Wed, April 16	8–11am ASVAB , Career Center (prior registration in the Career Center required): ASVAB Fact Sheet ASVAB Career Exploration Program Overview
Fri, April 18	ALIF: Collaborate to Assess
Tues, April 22	30 minutes Staff Extension: TBD
Fri, April 25	ELIF Athletics Grade Checks
Fri, May 2	ALIF: Collaborate to Respond
M-F, May 5–9	AP Exams
Fri, May 9	ELIF Athletics Grade Checks
M-F, May 12–16	AP Exams
Wed, May 14	60 minutes Staff Extension: SBA Training
Fri, May 16	ELIF
M-F, May 19–23	AP Exams, Late-Testing
Tues, May 20	SBA ELA
Thurs, May 22	SBA Math
Fri, May 23	ELIF
Mon, May 26	Memorial Day – NO SCHOOL
Thurs, May 29	9:30am Safety Drill: Evacuation (modified schedule)

Fri, May 30	ELIF
Tues, June 3	30 minutes Staff Extension: TBD 8–11am ASVAB, Career Center (prior registration in the Career Center required): ASVAB Fact Sheet ASVAB Career Exploration Program Overview
Fri, June 6	Early Release Day Senior Tea Staff vs Seniors Basketball Game, Staff Scholarship Fundraiser
Wed, June 11	12:10pm Safety Drill: Lockdown Senior Grades Due in Gradebook
Thurs, June 12	Sequoia HS Graduation
Fri, June 13	ELIF
Sat, June 14	Cascade HS, Jackson HS, and Everett HS Graduations
Mon, June 16	3pm SEM2 Grades “Push” from Gradebooks into TAC late afternoon DeeAnn Will Email Teachers When TAC Is Open
Tues, June 17	Early Release Day / Last Student Day End of SEM2 3pm TAC Closes for SEM2 Grades Review/Corrections
Thurs, June 19	Juneteenth – HOLIDAY
Wed, Aug 27, 2025	First Student Day, 2025-26

Everett Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX/Civil Rights Compliance Officer | ADA Coordinator

Chad Golden | 425-385-4100 | CGolden@everettsd.org | PO Box 2098, Everett, WA 98213

Gender-Inclusive Schools Coordinator

Joi Odom Grant | 425-385-4137 | JGrant@everettsd.org | PO Box 2098, Everett, WA 98213

Section 504 Coordinator

Dave Peters | 425-385-4063 | DPeters@everettsd.org | PO Box 2098, Everett, WA 98213