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Important Resources

Teaching & Learning Folder

<https://docushare.everett.k12.wa.us/docushare/dsweb/View/Collecti-on-5639>

Administrative Outlook Calendar Instructions

1. Click on the ellipses (. . .) in the lower left corner of the screen
2. Click on “Folders”
3. Double click on “Public Folders”
4. Double click on “Public Folders”
5. Double click on “All Public Folders”
6. Double click on “Administrative Team”
7. Click on “Administrative Calendar” to open

Substitute Outlook Calendar Instructions

1. Open Outlook in the Calendar view
2. From the “Home” menu bar Select “Open Calendar”
3. Select “Open Shared Calendar” – type in **Calendar ESC Substitutes**
4. Click OK

This calendar lists all district release professional development that is occurring during the school day. Check this calendar prior to scheduling building workshops that will occur during the school day to make sure they do not conflict with district level trainings targeting the same teachers. All district release substitutes must be approved through the deputy superintendent’s office.

Accessing Student Emergency Information in Insight

Step One: Go to <https://insight.everettsd.org>

Step Two: Use your district credentials to log in (id/password)
Check the Full Browser Version and click save If viewing on a mobile browser

Step Three: Click on the Everett Pinnacle Insight.qvw box

Step Four: Click on the Student Details button

Step Five: Enter the Student Name (partial ok) or ID # in the top-right

Step Six: View Contacts

February 11: School Board Meeting, 4:30 p.m., Board room A & B

February 11: Quarterly Regional Principals Meeting, 9:00 – 11:00 a.m. Region One, Everett HS, Region Two, Penny Creek

February 13: Administrators and Supervisors Meeting, 3:30 – 5:30 p.m., Port Gardner A & B

March 4: E.S. Principals & Assistant Principals Meeting, 4:00 – 6:00 p.m., Port Gardner B

March 5: M.S. Principals & Assistant Principals Meeting, 3:30 – 5:30 p.m., Port Gardner B

March 6: H.S. Principals & Assistant Principals Meeting, 3:00 – 5:00 p.m., Port Gardner B

March 11: School Board Meeting, 4:30 p.m., Board room A & B

March 20: Administrators and Supervisors Meeting, 3:30 – 5:30 p.m., Port Gardner A & B

March 25: School Board Meeting, 4:30 p.m., Board room A & B

April 17: Administrators and Supervisors Meeting, 3:30 – 5:30 p.m., Port Gardner A & B

April 22: School Board Meeting, 4:30 p.m., Board room A & B

April 29: Quarterly Regional Principals Meeting, 9:00 – 11:00 a.m. Region One, Lowell, Region Two, Heatherwood

May 13: School Board Meeting, 4:30 p.m., Board room A & B

May 27: School Board Meeting, 4:30 p.m., Board room A & B

June 10: School Board Meeting, 4:30 p.m., Board room A & B

June 20: Administrators and Supervisors Meeting, 9:00 a.m. – 4:00 p.m. Port Gardner A & B, and BBQ at Aqua Sox picnic area

June 24: School Board Meeting, 4:30 p.m., Board room A & B

The district shall provide equal educational opportunity and treatment for all students in all aspects of the academic and activities program without regard to race, color, national origin, creed, religion, sex, sexual orientation, gender expression, gender identity, veteran or military status, the presence of any physical, sensory or mental disability or the use of a trained dog guide or service animal by a student with a disability.

Designated to handle inquiries about nondiscrimination policies are:

Title IX/Civil Rights Compliance Officer & ADA Coordinator – Chad Golden, cgolden@everettsd.org, 425-385-4100

504 Coordinator – Dave Peters, dpeters@everettsd.org, 425-385-4063

Gender-Inclusive Schools Coordinator – Joi Grant, jgrant@everettsd.org, 425-385-4137

Address: PO Box 2098, Everett WA, 98213

Communications to Principals Guidelines

Communications to Principals is a weekly publication designed to consolidate and transmit information from central administration personnel to building principals and classified administrators that would be addressed to “All Administrators”, “All Principals”, “Region Principals”, or “Level Principals”.

1. All items submitted for inclusion in Communications to Principals must have the approval of the originator’s division/department head who is a member of the Superintendent’s Cabinet, e.g., Shelley Boten would approve all items from the Academics Department. Approval will be in the form of an approval line and should be located at the bottom of the first page of the document in Bold Georgia Font.

2.

Example:

Approved for Distribution: _____



Shelley Boten

3. There will be three (3) categories of materials: **Response/Action Required**, **Response/Action Optional**, and **Information Only**. The requested category should be indicated in the upper right portion of the first page in an italic number 16 Bold Georgia Font.

Example: ***Response/Action Required***

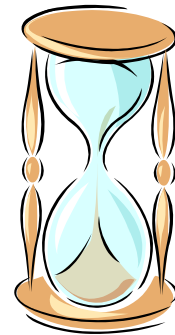
Please use templates that have been provided to cabinet members and their support staff. The to/from/date section needs to be in number 12 Georgia Font. The line before the body needs to be 8 font. The body of the memo needs to be in number 11 Georgia Font. The top section and body of the memo should be single spaced with one line between paragraphs.

4. Materials to be included in Communications to Principals must be submitted to the Deputy Superintendent’s office, **by 3:00pm on Tuesday** for inclusion in that week’s publication. Materials **must have the electronic signature** of the appropriate division/department head at that time. Please submit materials electronically to Lorie Lambert at llambert@everettsd.org. **Please do NOT send scanned items as we are producing a document that is “live” and in color on Docushare.**
5. Materials included in Communications to Principals should be free of technical errors (punctuation, grammar, etc.). Submittals should be proofread. Materials which have been returned to the sender for corrections and which are not returned in time to meet the deadlines will be held for the next publication.
6. In order to keep the packet to a manageable size, any attachments corresponding with the document need to be linked in the body.
7. An electronic copy will be uploaded to Docushare in the Communications folder.
8. If you have any questions regarding the Communications to Principals packet, changes in distribution, or signature templates for the three categories, please call Lorie Lambert at x4017.



RESPONSE/ACTION REQUIRED

Items in this section require immediate attention by the building administrator and an appropriate response or action by the date and time indicated.





Response/Action Required

January 31, 2025

To: Elementary School Administrators
From: Anne Arnold, Director of P-5 Instruction and Early Learning Options
Andrea Cartwright, Director of Science and Engineering
Regarding: **Science Kit Deliveries Delayed for Grades K, 2, & 4**

Science kit pickups for grades K, 2 and 4 have unfortunately been delayed due to malfunctions with the maintenance moving trucks. As a result, deliveries will be delayed.

North end elementary schools' science kits were scheduled to be delivered on Thursday, January 30, 2025. South end elementary schools' science kits were scheduled to be delivered on Tuesday, February 4, 2025.

The goal is to get the science kits delivered to schools by Friday, February 7, 2025.

Required Action:

- Please share this information with grades K, 2, and 4 teachers.
- If teachers/staff have questions regarding the delivery of science kits, please contact any of the following for support:
 - Andrea Cartwright, acartwright@everettsd.org
 - Shannon Lacey, P-12 Science Instructional Facilitator slacey@everettsd.org
 - Bridget (Aleta) Sphung, Science Resource Center asphung@everettsd.org

Approved for Distribution:

Shelley Boten



Response/Action Required

January 31, 2025

To: All Principals
From: Michele Waddel, Director of Assessment and Research
Regarding: **Research Approval Process for Staff Members**

Research by staff seeking advanced degrees:

Please review the research policy and check in with any staff or student teachers who may need to complete research for their degree or program. Research approval can take up to four weeks and all research must be completed by May 1. **The deadline to apply to conduct research in Everett Public Schools is February 28, 2025. This pertains to all staff.**

The research policy, procedure, process, and application can be found on the Assessment and Research website at: <http://www.everettsd.org/Page/4818>. If you have any questions about the research application process, please contact [Michele Waddel](#) or [Justine Palabrica](#).

As always, if you receive external requests for research, please forward them to [Michele Waddel](#).

Required Action:

- Please review the School Board Policy and Procedure 2105 with your staff.
- Please make sure your staff seeking advanced degrees submit their research applications prior to March 1.
- Please refer all research requests to Research@everettsd.org and external requests to [Michele Waddel](#).

Approved for Distribution:

Shelley Boten



Response/Action Required

January 31, 2025

To: Building Administrators, Department Directors
From: Chad Golden, Human Resources Assistant Superintendent
Mary O'Brien, Human Resources Director
Regarding: **Certificated and Classified Staff Affinity Spaces Event on
February 13, 2025**

We are excited to announce that we will be cohosting an Affinity Spaces event with the EEA Justice in Education Task Force, and we are asking you to promote this exciting opportunity for your certificated and classified staff. As part of our ongoing commitment to our strategic initiatives, these events play a vital role in promoting a culture of learning and well-being for all employee groups within our district.

This upcoming event will focus on fostering a community of healing and belonging, aligning with our mission to create a supportive and inclusive environment. In response to valuable feedback received from staff at past events, we have tailored this event to better meet the needs and interests of our certificated and classified staff.

This event is open to our certificated and classified staff and is designed to support our shared goals of fostering a culture of learning, well-being, and community. Please encourage staff to mark their calendars with the following details:

Date: Thursday, February 13, 2025
Time: 4:15 pm - 6:45 pm (Doors open at 4:00 p.m.)
Location: Evergreen Middle School
7621 Beverly Lane
Everett, WA, 98203

[Register today](#) to secure your spot, registration will close Friday February 7, 2025.

Dinner will be provided, and we are happy to accommodate a variety of dietary preferences and needs. The following options will be available: vegetarian, gluten-free, nut-free, and dairy-free.

If you have any questions, please contact Dulce Ruiz, druiz@everettsd.org or Kailani Rands, krands@everettsd.org.

Affinity Spaces provides a unique opportunity for all staff to come together, connect, and engage in meaningful discussions in a supportive and inclusive environment. Equity clock hours will be provided, and you will be pre-registered upon completion.

Required Action:

Share the [flyer](#) and details with your staff and post the Affinity Spaces flyer at your school.

Approved for Distribution:

Chad Golden



Response/Action Required

January 31, 2025

To: All Principals
From: Michele Waddel, Director of Assessment and Research
Quiana Hennigan, Student Assessment Coordinator
Regarding: **Assessment Outlook for February**

Below, please find important assessment dates for February and March, as well as brief updates and reminders.

February		
Elementary	Middle	High
<ul style="list-style-type: none">• Math i-Ready Diagnostic closes 2/7• Reading i-Ready Diagnostic and ORF/RAN window closes 2/14• Mandatory SBA and WCAS training 2/27 (North end)	<ul style="list-style-type: none">• Reading and Math i-Ready Diagnostic closes 2/7	<ul style="list-style-type: none">• Mandatory SBA and WCAS training 2/26
Coming in March		
<ul style="list-style-type: none">• Mandatory SBA and WCAS training 3/5 (South end)• WIDA window closes 3/21• SBA/WCAS Building Plans due 3/14	<ul style="list-style-type: none">• Mandatory SBA and WCAS training 3/4• WIDA window closes 3/21• SBA/WCAS Building Plans due 3/14	<ul style="list-style-type: none">• SAT Test Date 3/5• WIDA window closes 3/21• SBA/WCAS Building Plans due 3/14

Spring Office Hours:

Assessment and Research staff are available every week in February to answer questions as you plan your spring assessments. Questions about bell schedules, practice testing, staffing, and proctoring, makeup testing and more can be workshopped with your peers and the assessment team during the office hours below:

- Office Hour #1: 8:00am; Wednesday, February 5 - [To join the meeting, click here](#)
- Office Hour #2: 12:00pm; Tuesday, February 11 - [To join the meeting, click here](#)
- Office Hour #3: 3:00pm; Thursday, February 20 - [To join the meeting, click here](#)
- Office Hour #4: 3:00pm; Friday, February 28 - [To join the meeting, click here](#)

WIDA:

- **WIDA ACCESS and Alternate** are used for accountability at the state and federal level (in addition to numerous other critical purposes). Principals must make sure that best practices are followed to promote a valid and reliable WIDA administration.
- **Students who enroll after February 21** (four weeks before the end of the test window) are not required to participate in ACCESS or Alternate this year.

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- **Elementary WIDA Materials collection schedules** will be emailed to coaches or designees from Categorical soon.
- **Secondary WIDA Materials will be picked up by appointment when tests are complete, but no later than March 21.** Proctors must email [Quiana Hennigan](#) when they complete testing to arrange pickup.
- **WIDA ACCESS** accommodations, WIDA Alternate registration, or domain exemption changes must be emailed to [Nicole Leise](#) prior to testing that student.

i-Ready:

- **Winter diagnostic windows close February 14.** Monitor your completion status and rush flags as we approach the end of the window. Monitoring instructions available in [Monitoring i-Ready Diagnostic completion, rushing, and summer impact](#).
- **Family reports continue to be available.** More information and directions on sharing with families available in [Family Report on the i-Ready Student Dashboard](#).

SAT:

- **Digital Readiness Check:**
 - Bluebook (the SAT secure browser) has had significant updates, and more are likely prior to SAT. **IMPORTANT: all grade 11 students must not open and update Bluebook simultaneously.** To avoid overwhelming your network, please create a staggered schedule for students to open Bluebook and allow for updates.
 - **SAT parent communications** ([containing approved language around data sharing](#) and logistical information) must go home in advance of digital readiness checks.
- College Board has **updated Spring SAT coordinator test materials** on [Educator Experience](#). Links were sent to coordinators directly from College Board and these and other support materials can be found on the [Assessment and Research Portal](#).

Smarter Balanced and WCAS:

- **TIDE Central Loading:** Roster uploads to TIDE are scheduled for the week of February 24. Accommodations and support upload dates to be released soon.
- **Building plan templates** will be available in the next principal packet (February 7). Other district-created SBA/WCAS support materials will be released as the state finalizes their materials throughout February and March.
- **Spring mandatory administrator training** invitations have been sent via Outlook. Review your calendar for conflicts and indicate in your RSVP if you cannot attend.
 - **Principals: make sure that all your assistant principals have accepted an invitation.** This ensures that a trained administrator is always on-hand to supervise assessment at your school.
 - Principals may forward the invitation to additional school staff, but any staff attending outside of their paid time must be paid from your school budget.

Required Action:

Please share with appropriate staff.

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Shelley Boten



Response/Action Required

January 31, 2025

To: All School Leaders and Office Staff
From: Anne Arnold, Director of K-5 Instruction and Early Learning Programs
Kalle Spear, Director of 6-12 Instruction
Regarding: **Building Thinking Classrooms Math Professional Learning**

Across the district in all grade levels, there is a growing interest in learning more about the practices in *Building Thinking Classrooms*, by Peter Liljedahl. In classrooms where students engage in these practices, students are collaborating and learning at deeper levels.

Here are some upcoming learning opportunities:

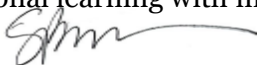
- *Building Thinking Classrooms in Mathematics* book study (starts second semester). This is free for paras, certificated teachers, coaches, and/or administrators. Participants do need to buy the book and have the semester to complete the book and the online prompts in Canvas. Participants can earn up to 22 clock hours. [Click here](#) for more information.
- ESD 189 (Anacortes, WA) has 2 opportunities:
 - **BTC Intro** led by Tina Mott (ESD Math Coordinator) This course is from 8:30 am – 12:30 pm. on 2/26 at ESD 189. Cost is \$50 per person. Here is a link for more information and to register:
<https://www.pdenroller.org/nwesd/catalog/event/179962>
 - **BTC Types of Tasks and Closing the Lesson** led by the author of BTC, Peter Liljedahl. This is a full day course from 8:30 am – 3:30 pm on 3/18 at the ESD 189. Cost is \$300 per person. Here is a link for more information and to register:
<https://www.pdenroller.org/nwesd/catalog/event/178610>
- ESD 123 (Pasco, WA) has 2 opportunities:
 - **BTC Day 1** (June 25) and **Day 2** (June 26) led by the author of *BTC*, Peter Liljedahl. Day 1 is an intro and Day 2 goes more in-depth. These are both full day courses from 8:30 am – 3:30 pm at ESC 123 in Pasco. Cost is \$300 per person per day. Here is a link for more information and to register:
 - Day 1: <https://www.pdenroller.org/catalog/event/175159>
 - Day 2: <https://www.pdenroller.org/catalog/event/175177>
- Building Thinking Classrooms 3rd Annual Conference is being held in Renton, WA this summer (June 30 – July 1). Registration opens on January 31. Here is a link to more information about the conference: <https://btc2025.sched.com/>

Learning with colleagues inspires application and alignment. Encourage grade level or school teams to register together.

Required Action:

Please share this opportunity for professional learning with math coaches and teaching.

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Response/Action Required

January 31, 2025

To: Middle School Principals
From: Anthony Anderson, Director of CTE, STEM, and Choice Programs
Regarding: **Community Transit Youth Program**

An opportunity from Community Transit is now available for all middle school students. Built with OSPI standards in mind, a new program is available which supports standards in the following area:

- Physical Education
- Environmental and Sustainability
- Health Education
- Social and Emotional Learning

The recommendation is to embed this into PE Classes as an added course. Content includes learning about bus safety and rider etiquette, trip planning, reading a bus schedule, and locating nearby bus stops, how to travel with a bike and use the bus bike racks, and how to access the Youth ORCA program.

[See more details using this link.](#)

Required Action:

- Please share this information with your Health teachers and discuss your best plan for utilizing this program in your building.
- Contact [Anthony Anderson](#) with any questions.

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Shelley Boten



Response/Action Required

January 31, 2025

To: Elementary School Leaders
From: Anne Arnold, Director of P-5 Instruction and Early Learning Programs
Mimi Brown, Director of Professional Development
Anne Fox, P-5 Instruction Facilitator, Literacy
Greta Fleckenstein, P-5 Instructional Facilitator, Early Learning
Regarding: **Science of Reading Professional Learning: LETRS Phase 2**

As we continue the work to support the EPS priority student outcome of ensuring third grade literacy, we are building our understanding around the Science of Reading research with the LETRS (Language Essentials for Teachers of Reading and Spelling) training.

LETRS is not a literacy curriculum. Instead, it provides knowledge and tools that teachers can integrate with any high-quality literacy curriculum including *Reach for Reading*.

Beginning in June 2024, Phase 1 provided instructional coaches and facilitators learning on LETRS Volume 1: *Focus on Word Recognition*. This layered and expanded on our previous learning around foundational skills instruction. The course was asynchronous and opportunities to work collectively at the CRC were offered during the school day to all coaches. Participants are finishing Volume 1 and clock hours have been provided.

Phase two will begin in March for Volume 2: *Focus on Language Comprehension*. This phase will include four release days with a National LETRS facilitator: March 26, 27 and April 2, 3. The dates were specifically scheduled prior to spring break to avoid instructional coaches needing to be out of schools during spring testing.

In addition to the in-person days, participants will have access to the asynchronous and self-paced Volume 2 lesson course to layer understanding, go deeper, and apply principles from the language comprehension strand. Participants will have one year to complete the Volume 2 module. Clock hours will be provided.

LETRS training is funded by the Academics Dept. and includes access to the print and online resources as well as participation in the four in-person training days.

Required Action:

Please share the dates of the in-person sessions, March 26, 27 and April 2, 3, with instructional coaches and office staff.

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Shelley Boten



INFORMATION ONLY

Materials in this section, while they do not require building response, contain valuable information for district programs, projects, and building operations.





January 31, 2025

To: All Staff
From: Dr. Brian Beckley, Chief Information Officer
Karen Hickenbottom, Director of Learning Management Services
Regarding: **Synergy Training - Scribe**



The LMS department is using a tool called [Scribe.com](https://www.scribe.com) to create dynamic How-To guides for our upcoming Synergy Training in May/June.

On February 14 we will be pushing out the **Scribe Extension** to all staff.

You will be able to access basic How-To Scribes without using the extension.

However, if you create an account to sign into the Scribe extension, you'll have the added benefit of using the **Sidekick/Guide Me** feature. This allows you to have the Scribe open next to the Synergy window you are working in and as you click on the correct Synergy buttons it will move you through the Scribe automatically.

This extension and Sidekick/Guide Me will be especially helpful if you'll be learning on a laptop or only have access to one screen.

More information about signing onto the extension will be coming closer to February 14 and will not immediately be needed until training begins at the end of May.

If you'd like to add the Scribe extension yourself, you can check out this Scribe ([How to Install Scribe Extension for Chrome](#)).

Once you've installed the extension and created a district account you can **test out** the Sidekick/Guide Me feature using this Scribe: [How to Translate Text Using Immersive Reader](#).

Approved for Distribution:


Brian Beckley



Information Only

January 31, 2025

To: Building Principals and Office Managers
From: Dr. Brian Beckley, Chief Information Officer
Todd Koren, Director of Customer Technology Services
Regarding: **Replacement of Classroom Printers**

As part of the 2022 Technology Levy, classroom printers are scheduled to be replaced during the 26-27 school year. LITS will be evaluating existing printers over the next year to identify the correct and most efficient model to be purchased.

Until that project begins, classroom printers can be purchased using available buildings funds if experiencing failures or other issues. The correct supported printer model can be found in the [Technology Standards Catalog](#), and a ticket can be submitted via Helpdesk Web to facilitate the order.

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Brian Beckley



Information Only

January 31, 2025

To: All Staff
From: Dr. Brian Beckley, Chief Information Officer
Karen Hickenbottom, Director of Learning Management Services
Regarding: **Canva for Education Update**

There has been a short delay in getting Canva for Education accounts set up for all staff and students.

Because we have both an email @everettsd.org and an ID@apps.everettsd.org account in our district, Canva recommends that we give people time to copy over any content they don't want to lose from other accounts to their @everettsd.org account.

We did not want to have that work occur during the transition between semesters.

If you have more than one Canva account, you will receive an email on **February 7** with directions explaining how to move content from one account to the other. You'll have two weeks to move content you'd like to keep and on **February 21** we should be able to start the rostering process and create the integration in Canvas.

If you have previously been paying for the Pro version of Canva you can still choose to move content over to the free district education account or you can keep it separate and move it over before your renewal date. **The Pro version of Canva and Canva for Education are the same accounts.** The company is providing full free accounts to educators and students as a way of giving back to their community.

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Brian Beckley

January 31, 2025

To: All Principals and Assistant Principals
 From: Dave Peters, Director of Student Support Services
 Regarding: **Panorama Enhanced Survey Report Training (Optional)**

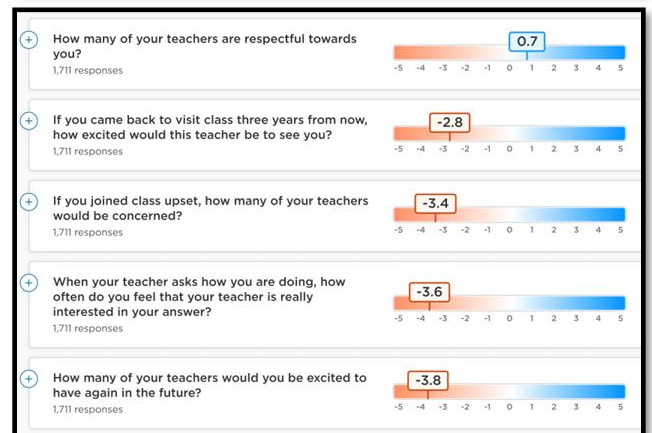
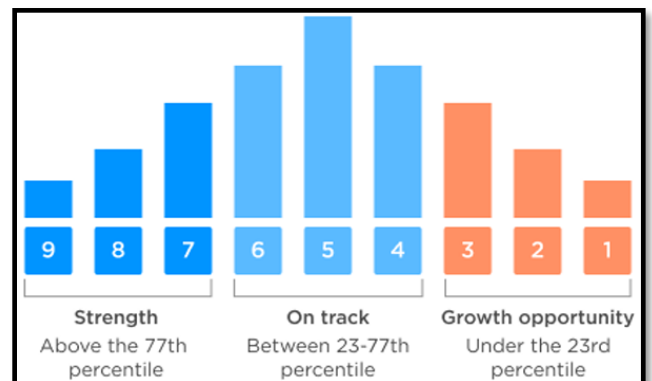
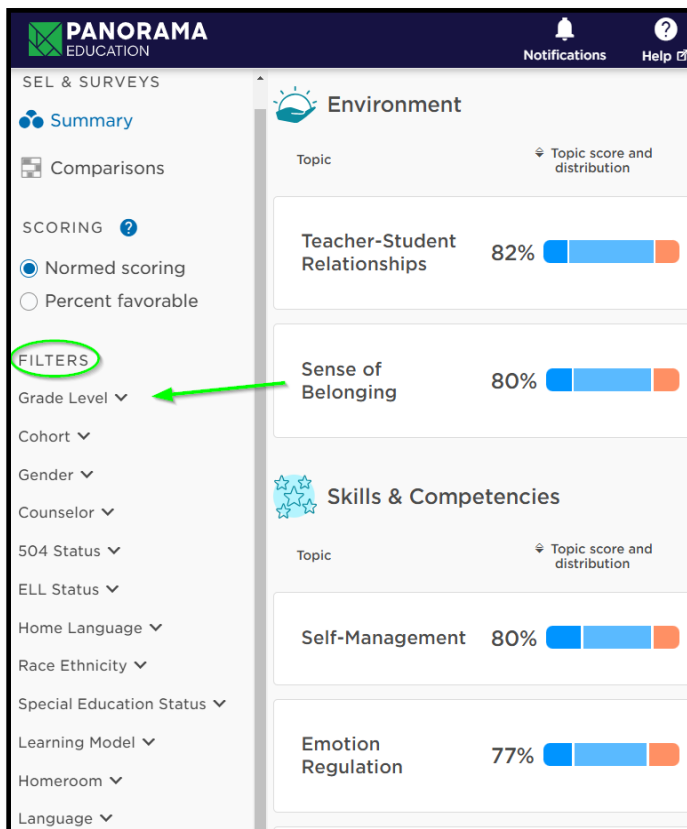
As a follow-up to the [November 22, 2024 Communications to Principal Packet memo](#), schools and various teams have had the opportunity to explore the new [Enhanced Survey Reporting](#) displays from the student SEL survey from this fall. There have been several subsequent requests for a formal opportunity to more deeply explore the new data display features and learn strategies to maximize the use of filters.



To provide additional support, two optional morning or afternoon training sessions are available:

Zoom | <https://everettsd.zoom.us/j/95496947004>

- Monday, **February 10, 2025** | **9:30-10:30am**
- Tuesday, **February 11, 2025** | **3:30-4:30pm**



Approved for Distribution

Peter Scott

Peter Scott



January 31, 2025

To: All Principals
From: Larry Fleckenstein
Regarding: **Policy & Procedure Revisions**

Below, for your information, are recent policy and procedure revisions. Please contact Kellee McManus or myself with any questions.

Procedure 2030P Service Animals in Schools

Revisions include the addition of a [Service Animal Requirement Checklist form](#) from Dave Peters.

Procedure 3141P Nonresident Students

In August 2022, this procedure was revised to allow students who moved out of district while attending Everett Public Schools to complete the current school year without having to complete a choice transfer release at the time of the move. Since this revision, the district has experienced a financial hardship by being required to provide out-of-district transportation for nonresident students with an IEP that requires transportation be provided. Revisions allow a student to complete the current semester in the district rather than the current school year. Students would still have the option to apply for a nonresident school transfer for the next semester and/or in subsequent school years. This procedure goes into effect the beginning of second semester 2025. It does not impact students who moved out of district during first semester.

Policy 3409 and Procedure 3409P Students with Diabetes, Life-Threatening Allergies, Asthma and Seizures

Revisions comply with [HB 1608](#)—Expanding access to anaphylaxis medications in schools. This legislation requires the secretary of health or the secretary’s designee to issue a statewide standing order prescribing epinephrine and epinephrine autoinjectors to any school district or school for use by a school nurse or other designated trained school personnel. Additional provisions related to permitting the use of epinephrine and epinephrine autoinjectors in schools and sanctioned excursions are included.

Policy 3414 and Procedure 3414P Infectious Diseases

Revisions update terminology and provide general housekeeping based on recommendations from the Office of Superintendent of Public Instruction’s health services department.

Policy 3425 and Procedure 3425P Opioid-Related Overdose Reversal

Revisions comply with [Senate Bill 5804](#) which amended [RCW 28A.210.390](#) to mandate that every public school implement an opioid overdose policy and stock reversal medication. Revisions also include compliance with [RCW 69.41.095](#) which allows for “any person” including students to lawfully possess, store, deliver, distribute, and administer an opioid overdose reversal medication that has been properly prescribed and/or authorized. As a result, neither the district nor its schools will pursue disciplinary action for students or personnel solely for

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Larry Fleckenstein

possession or good faith administration of naloxone. Naloxone will not be confiscated from students.

Trained personnel remain key and ensures that emergency services will be summoned appropriately. Student possession of naloxone is not intended to take the place of having designated school personnel respond to suspected overdoses during school and school-sponsored events. Other additions include the need to bring and use an Automated External Defibrillator (AED) for any instance of respiratory arrest as well as having CPR/AED-trained staff participate in the response whenever possible; to provide emotional support for students and staff after a suspected overdose incident; to expand storage options so that the district may stock naloxone in AED or other locations on campus, in addition to having doses available in a secure location; and a recommendation for the district to identify supply channels ahead of time for quick restocking in case of use. The primary goal of these revisions is to promote student safety and ensure that students know that school personnel are prepared to help keep them safe.

Policy 6600 Transportation

Revisions are based on [Senate Bill 5891](#)—Protecting the safety and security of students and maintaining order within school buses by designating trespassing on a school bus as a criminal offense. This legislation creates the gross misdemeanor criminal offense of trespassing on school buses.