



THE SCOOP

MONDAY, MARCH 17, 2025

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EASY LINKS

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[Staff and Family Newsletters](#)
[Looking Ahead](#) Calendar



for 2024-25
for 2025-26
Feb 28–April 9
March 4–April 18
Feb 21–March 20

[Important CiHS \(College in the High School\) Deadlines for 2024-25](#)
[College in the High School Teacher Application](#)
Student Registration Open for SEM2 Edmonds College in the HS Classes
Student Registration Open for SEM2 EvCC College in the HS Classes
[5th Period Counselor Advisory Sessions](#) for 2025-26 Registration

This Week

Mon, March 17
Tues, March 18
Wed, March 19

Thurs, March 20

Fri, March 21

[Athletics Grade Checks](#) (*postponed from last week*)
Gateway Middle School Transition Meetings for 2025-26
SAT Make-up Day (**no bells, but no special schedule**)
7pm | [EPS Foundation Benefit Event Premiere](#), Civic Auditorium
PACK Time: HS & Beyond Lesson 3 – Survey
5th period | Safety Drill: Lockdown
7pm | [Musical Preview Night](#)
ALIF: Collaborate to Respond
10am | EPS Foundation Benefit Event Matinee, CRC

The Next Few Weeks

March 21 & 22
Tues, March 25
Thurs, March 27

Fri, March 28

March 28 & 29
Sat, March 29
Sun, March 30

Spring Musical
60 minutes | Staff Extension: Equity/ML (*date correction*)
8:30am–1:30pm | EvCC Students of Color Career Conference (*advance registration required*)
End of 3rd Quarter
ELIF
Spring Musical
10am–4pm | [Girls Explore STEM](#)
[Grant Applications Due for WA State K-12 Public School Teachers](#)

Mon, March 31	Deadline to Submit Voluntary Transfer Interest and Preferences to HR
Tues, April 1	Notification of 2025-26 Sno-Isle Student Status
Wed, April 2	Lockdown Drill (no special schedule)
Thurs, April 3	Spring Assembly 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

jump to [Looking Ahead](#)

Athletic Grade Checks

I heard from several of you and know what a pain the internet outages were last week. Please know we greatly appreciate your grace, flexibility, and creativity as many of you had to pivot throughout your lessons. We heard feedback regarding the challenges with various systems including gradebook. As a result, we are going to pivot as well—we are delaying our normal bi-weekly Friday athletic grade checks (which would have started Friday, March 14) to **Monday, March 17** (happy St. Paddy’s Day!). This means that any academic probations or suspensions will go into effect **Tuesday, March 18**. Hopefully having the extra time will help normalize any grading or updates that you may not have been able to do last week with the constant outages. Please let us know if you have any questions. [Erik Heinz](#)

Important Reminders – Please Read

Employee Absences

- Report your absence as soon as you know you will be out—do not wait until the a.m. to enter the absence. More advance notice will increase the chances of getting a sub assigned to the position.
- Always upload your lesson plans in Frontline. The main office pulls lesson plans for open positions, but it’s your responsibility to add the lesson plans online, and it’s the sub’s responsibility to access the lesson plans from Frontline.

Field Trip Requests

- **Single-day** requests should be submitted **30 school days prior** to your trip date.
- **Overnight** trips should be submitted **45 school days prior** to the trip date.
- Field Trip paperwork is in the SCOOP [Easy Links](#).
- Student consent forms should be turned in to the instructor/advisor or coordinator (***NOT THE MAIN OFFICE***).
- Any consent form submitted after the due date will be denied.
- Make sure your roster includes ALL student and adult consent forms—do not pencil in names and add ID #'s to your roster.

Leaving Campus during Lunch

- If you are planning on leaving campus for your lunch, please sign out and sign back in upon your arrival. If you are running late please call X7000 (425-385-7000). This applies to ALL staff.

Visitors & Guests for Educational Purposes

1. Let the office staff know at least 48 hours in advance that someone is coming to your classroom for an educational purpose. Please include your evaluating supervisor.
2. Instruct your visitor to check in at the office to sign in and receive a visitor’s badge and instructions to return and sign out when they leave.
 - This includes former students and family members. These folks should only be on campus during school hours if they are assisting you for educational purposes.
 - Our school is a closed campus, and I would like to remind you that former students and friends can’t visit during your teaching time.

3. If you have made arrangements for during your planning period or lunch time, please let the office know in advance, and include your supervisor. Please meet your guest in the main office. This also applies to adult visitors and volunteers attending club meetings after school.

Thank you, [Sukawt](#)

Musical Preview Night

Friday, March 21, JHS Theatre Society will have our opening night for the spring production, *The 25th Annual Putnam County Spelling Bee*, a comedic musical about the challenges and awkwardness of adolescence set against the backdrop of, you guessed it, a spelling bee. We would love to test the show out on an audience before opening night. So, as is tradition, we'd like to invite all **JHS staff and their families** to our last dress rehearsal on **Thursday, March 20, free of charge**. The performance will begin at 7 p.m. With intermission the show will run at about 1 hour and 50 minutes. The students always look forward to preview night.

If you can't attend preview night, we will also perform the show on March 21, 22, 28, and 29. We will have performances at 2 p.m. and 7 p.m. both Saturdays; Friday shows are at 7 p.m. Doors open 30 minutes before show time. Admission will still be free for JHS staff, \$10 general admission, \$8 with JHS ASB card, and \$6 for children 12 and under. Thanks, [Brian Marshall](#)

AP Research Teacher Gender Distribution Survey JHS

Please see the below request from one of our students:

Hello! I'm a junior here at Jackson taking AP Research. We must conduct a real-life research project for this class, including collecting data for our paper. For my research project, I decided to investigate the gender distribution of teachers within the Everett Public School District and why it is skewed in that way. To understand this, I need to collect data from teachers of all demographics across the EPS district. The survey is expected to take around 7-10 minutes.

Here is the link to the survey! I strongly encourage any school staff to fill out the survey if you feel it relates to you in any way: <https://forms.gle/64YZ21p3VHVyDtUJ6>

Thank you so much! Lana Weidinger, Class of 2026, lweidinger@stu.everettsd.org

Immigration Resources

I have added a variety of immigration information and resources to the [Easy Links](#) document. [DeeAnn](#)

Pre-Registration Trifold Fair, March 17-18, JHS Library

You're invited to bring your students to the library to get some inspiration for which classes to register for and to learn more about which classes offer college credits. Students will be able to view information trifolds** and there may be some students in the library who can answer questions about some classes. This time is most productive when we talk to our own students about their pre-reg plans while they're looking around. To sign up for a 15-20-minute time slot: [sign-up form](#)

Dates: **Monday, March 17** (except 5thpd), and **Tuesday, March 18**

**Teachers who would like to display a trifold about your class or course sequence: Please [email me](#) and set up your display in the library before school on March 17 or during LIF on March 14. (In the past, teachers used trifolds that they made for AP/College Credit Options Night, which we don't have this year, or for 8th Grade Family Night.) If you email me soon that you're bringing a trifold, there is a chance that a student may be matched up to talk about your class.

UPDATE: You can still put up a display even if you haven't emailed me! Please feel free to email me with questions. Have a great day! [Megan Friedenson](#)

Canva Single Sign-On Access

Exciting news: **Canva for Education is now live across your school!** That means every teacher, student, and staff member has full premium access to Canva, the ultimate visual communication platform—100% free!

Whatever you're looking to create—presentations, lessons, videos, stickers, digital whiteboards, newsletters—you can now do it all in Canva. Easily share classwork with other teachers or students and collaborate seamlessly in the classroom.

What's next?

- Log in with your **@everettsd.org email and district password** at www.canva.com/ and explore all the magic Canva for Education has to offer!
- If you are already a Canva user, the next time you log out and log back in, you'll be added to your school team. If you aren't primarily assigned to a school, you were automatically put in a Staff & Admin Team. **If you don't see your designs—DON'T panic!** Just click on your account icon in the top right to [switch between your personal and district account](#) to access any of your old designs; you can also copy designs to your new school team by [following these steps](#). Click here to [log out](#) of Canva and get started!

Just for teachers!

- **Canva is integrated into Canvas, and you can easily create and embed Canva assignments into your Canvas course.** Check these resources: [Creating an Assignment \(Teachers\)](#) and [Completing an Assignment \(Students\)](#).
- Don't forget to check out the [Canva teacher's guide](#)! Even if you've used Canva before, this guide has some handy tips for navigating your new school account, which comes with a few added features.
- Become Canva certified with their [Teacher Essentials course](#)—a free, self-paced online course with everything you need to create dynamic and engaging learning experiences with Canva.

Want more classroom tips and tricks? Head over to the [Canva Design School](#) and get inspiration for your classroom or explore their [Teacher Resources page](#) for teaching materials tailored to K-12 education.

Ramadan Lunch Accommodations

Thanks to an OSPI waiver, this year students who observe Ramadan are eligible to receive a meal that can be taken home and eaten after sundown. Offered meals will be vegetarian and comply with Halal dietary guidelines. If you know of any student who is fasting during the celebration of Ramadan, please let them know they may request a meal to be taken home. This message has been shared directly with families, but it always helps if we boost the signal.

The meal will be available at no cost to families who are eligible for Free & Reduced Meals. They just need to fill out a short survey: <https://form.jotform.com/250495692604160>

JHS Music Concerts on YouTube

Did you know you can watch JHS music concerts livestreamed on the Everett Civic Auditorium YouTube Channel? <https://www.youtube.com/@everettcivicauditorium1520>

Thanks for supporting music at JHS! 😊 [Melanie West](#)

AP Summer Institute Registration Fee Waived for EPS Teachers!

Everett Public Schools Online AP® Summer Institute is a content-rich professional development, designed to include both synchronous and asynchronous learning. Workshops are for new and experienced AP teachers to refine their practice and to teach the following courses:

- AP African American Studies – *NEW!*
- AP Art and Design

- AP English Language and Composition
- AP English Literature and Composition
- AP Environmental Science
- AP Physics
- AP Psychology
- AP Spanish Language and Culture
- AP U.S. Government and Politics
- AP U.S. History
- AP World History

[Register here.](#) You will use your College Board account login to register for this event.

Teacher Preferences for 2025-26

If you haven't already filled out your teaching preferences survey, this would be an ideal time to do so. If you have filled it out but want to add or change something, simply fill it out again—I **will delete all but the most recent submission from each person, so be complete.**

I don't have the capacity to track multiple emails with updated preferences, hallway conversations, or past practices, so please make no assumptions about what I know outside of what you add here:

<https://forms.office.com/r/9nZYkyzC9E>

Time Trade – Formerly Known as “Call Backs” (*teachers only*)

In place of what used to be known as “call backs,” the new EEA Collective Bargaining Agreement sets up a trade of time for teachers to be released early on April 4 in exchange for working an event outside of school hours, with administrators providing a list of the events (see CBA, 8.04.A.5.b). This means that you work fewer events over the course of the year AND you can leave for Spring Break 2.5 hours early on Friday, April 4!

The event I would most like all of your participation is our graduation ceremony at 7 p.m. on **Saturday, June 14**. This ceremony is incredibly important to our students and families, but if you are not available on that Saturday, the other option is Multicultural Night on **Wednesday, April 16** (see the calendar invitation that recently went out about that).

We will assume that you will attend graduation on June 14 unless we hear otherwise from you. If you want to participate in Multicultural Night instead, let us know prior to April 16. Please check your calendars now to be sure you are available—in addition to your required attendance at one of these two activities, it means a great deal to the students to have you there!

You are not limited in the number of events you can attend. I hope to see many of you at both! [Sechin](#)

EPSF Movie Premiere and Annual Benefit Event

Come support a good cause and see a movie created by our own Erik Heinz for Everett Public Schools Foundation!

Click [here](#) to register for the opening night premiere:

DATE: **Wednesday, March 19, 2025**

TIME: Doors open at 6:30 p.m.

WHERE: Everett Civic Auditorium, 2415 Colby Ave., Everett

[Donate today!](#) **Help us reach our goal of \$100,000!** For questions about this event, please contact [Kirsten Hansen](#) or call 425-385-4695.

Girls Explore STEM Event

The **Girls Explore STEM** event, organized in collaboration with **Fluke, Snohomish STEM, and WSU Everett**, welcomes students in **grades 6-12** from all backgrounds to attend this event on **Saturday, March 29**, from 10 a.m. to 4 p.m.

This event aims to reduce gender disparity in STEM education and career pathways by providing hands-on experiences, mentorship, and opportunities for exploration. Through interactive activities and industry connections, participants will gain valuable insights into STEM fields and future career possibilities.

Please share this informational flyer with students who may be interested in this opportunity:

[Girls Explore STEM](#)

5th Period Counselor Advisories for 2025-26 Registration

Click for the schedule of [5th Period Advisories](#). Advisories will run from **February 21** through **March 20**. Each 5th period teacher who has any 9th–11th graders is scheduled for **one specific day**. Teachers were asked to let [DeeAnn](#) know of any date(s) that would not work for them, and all teacher feedback was honored. Additionally, no teachers were scheduled for a date when their class would be on a field trip. The advisory schedule has been carefully planned with an equitable distribution of students so that no counselor has an excessive number of students on any day.

5th Period Teachers:

- ✓ You will be reminded the day before your scheduled advisory.
- ✓ **Please make sure that you remind your students** to come to school prepared for their advisory. They should have their course catalog and transcript that they're receiving on Feb. 20, and their laptops should be charged.
- ✓ Please send your students to their advisory as quickly as possible after you've taken attendance.
- ✓ Students should not be concerned about whether their advisory is earlier or later in the schedule—all student course requests will be treated equally, with no prioritization based on date.
- ✓ Students can enter their course requests before their advisory date, and they can edit their requests throughout the advisory schedule.

Thank you for your assistance in this vital piece of our process for planning next year's master schedule.

Course Proposal Forms for 2026-27 School Year Now Available

In preparation for the [high school](#) and [middle school](#) course catalogs for the 2026-27 school year, [course proposal forms](#) are now available. Each form requires a set of supporting documents and signatures in place before they are submitted. Completed proposal packets can be emailed to the [College & Career Readiness Department](#).

The upcoming deadlines for proposals are as follows:

October 1, 2025, deadline:

[High School and Middle School Course Proposal Approval Form for New CTE Courses 2026-27](#)

[High School Course Proposal for New Course Equivalency 2026-27](#)

December 1, 2025, deadline:

[High School Course Approval Form for New Courses 2026-27](#)

[High School and Middle School Course Revision Form 2026-27](#)

[High School and Middle School Course Removal Form 2026-27](#)

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 Responsibilities](#) and [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](#)

[Transportation Schedule for Students in Off-Site Programs](#)

[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](#) | [2025-2026](#)

[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 [2026-27](#): [New CTE Course](#) (due by Oct 1, 2025) | [New Course Equivalency](#) (due by Oct 1, 2025) | [New Course](#) (due by Dec 1, 2025) | [Course Revision](#) (due by Dec 1, 2025) | [Course Removal](#) (due by Dec 1, 2025)

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

[Synergy Implementation Webpage](#)

Newsletters [\(jump to top\)](#)

[District Staff News](#) – EPS monthly staff newsletter

Archived issues are in DocuShare [here](#).

[EduBytes](#) – EPS technology newsletter

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

[Staff News Hub](#) (must be signed in to see content): newsletters, current notifications, and more

[Special Services Newsletter](#)

[District News](#) – Everett Public Schools monthly family newsletter

[Jackson T-Wolf News](#) – monthly newsletter for JHS families

[Wolfpack Press](#) – online student newsletter

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

M–F, April 14–May 1	7:30am–4:30pm High School Art Show, CRC
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
	5:30–7:30pm Multicultural Night, Commons & Annex
Fri, April 18	ALIF: Collaborate to Assess
Tues, April 22	Special Election
	60 minutes Staff Extension: New Danielson
Fri, April 25	ELIF
	Athletics Grade Checks
Thurs, May 1	PACK Time: HS & Beyond Lesson 4
	6–7:30pm High School Art Show Award Reception, CRC
Fri, May 2	ALIF: Collaborate to Respond
M–F, May 5–9	AP Exams
Thurs, May 8	PACK Time: SBA Training Test
Fri, May 9	ELIF
	Athletics Grade Checks
Sun, May 11	Mother’s Day
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
	6pm JHS Senior Awards Night
Fri, May 23	ELIF
Mon, May 26	Memorial Day – NO SCHOOL
Tues, May 27	Evacuation Drill
Wed, May 28	PTSA Awards, JHS
Thurs, May 29	PACK Time: Ruler Lesson 8
Fri, May 30	ELIF
Tues, June 3	30 minutes Staff Extension: Year in Review
	8–11am ASVAB, Career Center (prior registration in the Career Center required): ASVAB Fact Sheet ASVAB Career Exploration Program Overview
Thurs, June 5	6pm District Athletic Awards Night, JHS
Fri, June 6	Early Release Day
	Senior Tea
	Staff vs Seniors Basketball Game, Staff Scholarship Fundraiser
Tues, June 10	Earthquake Drill (no special schedule)
Wed, June 11	12:10pm Safety Drill: Lockdown
	Senior Grades Due in Gradebook
Thurs, June 12	PACK Time: Ruler Lesson 9 – Preparing for Summer
	Sequoia HS Graduation
Fri, June 13	ELIF
Sat, June 14	Everett HS (11am), Cascade HS (3pm), and Jackson HS (7pm) Graduations
Sun, June 15	Father’s Day
Mon, June 16	3pm SEM2 Grades “Push” from Gradebooks into TAC <i>(subject to change)</i> after 3pm DeeAnn Will Email Teachers When TAC Is Open <i>(subject to change)</i>
Tues, June 17	Early Release Day / Last Student Day <i>(subject to change)</i> End of SEM2 <i>(subject to change)</i>
	3pm TAC Closes for SEM2 Grades Review/Corrections <i>(subject to change)</i>
Thurs, June 19	Juneteenth – HOLIDAY
Fri, June 27	Last Day that eSchool Will Be Available for Use Prior to Synergy Transition

Mon, June 30	FAFSA Deadline
June 30–July 17	SIS Blackout Period for Transition to Synergy
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

Section 504 Coordinator

Dave Peters | 425-385-4063 | DPeters@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