

From: [Payroll](#)
To: [EPS.MailList](#)
Cc: [Jared Kink](#)
Subject: APRIL HR/PY MONTHLY MESSAGE
Date: Wednesday, April 30, 2025 7:27:33 AM
Attachments: [image003.png](#)
[image001.png](#)



Upcoming Dates

- ★ **April 30**
Paydate for April
- ★ **May 26**
Memorial Day
- ★ **May 30**
Paydate for May
- ★ [2024-25 Payroll Calendar](#)

Today is Payday!

To view or print your paycheck stub, please log into [Employee Online](#) using your 5-digit Employee ID number and password.

Problems? Contact the help desk at <https://everettsd.service-now.com/>.

Didn't get a payment? Be sure you have an active direct deposit bank account submitted to the payroll office. If a paper check has been issued, please visit the CRC to pick up your check.

Shared Leave

To view the eligible list of employees qualified for shared leave donations, [click here](#).

An online newsletter for the staff of
Everett Public Schools

Human Resources and Payroll Monthly Message

April 2025

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EVERETT READY – SUMMER JOBS POSTED

Everett Ready, a transition program for students enrolled to attend kindergarten in the fall, will be held at all 18 elementary schools from Monday, August 18 to Thursday, August 21 for 3 hours in the morning with training and planning on Thursday, August 14.

Jobs are posted on Frontline for teachers, paraeducators, and health room assistants (HRAs). If interested in supporting kindergartners as they launch their educational journey in EPS, [Log in to apply](#) or talk to your school's administrators. The positions are for internal candidates only, at this time.

UPCOMING 2025-26 DATES TO REMEMBER

Retirement Corner

Planning to retire in the next few years?

You're not alone—and you don't have to figure it all out on your own either. The Department of Retirement Systems (DRS) is here to help you make the most of this big life transition. Whether you're considering early retirement, planning your official retirement, or thinking about returning to work afterward, DRS has your back.

From interactive seminars and easy-to-follow videos to a practical checklist, you'll find everything you need to feel confident and prepared for what's ahead.

Take the guesswork out of retirement—check out the DRS [resources](#) today.

SEBB Information

[Benefits 24/7](#)

[SEBB Intercom Newsletters](#)

Contact Information

Compensation & Certification

(425) 385-4120 – [Stephanie North](#)
(CHS, HMJA, HWD, GTWY, EIS, CW, FV, MC, SF, TC, WOOD)

(425) 385-4107 – [Terri Odell](#)
(EHS, SEQ/PG, EVGN, NOR, JEFF, MON, PC, SL, VR, WHIT)

(425) 385-4105 – [Kylie Drouillard](#)
(EM, GARF, HAW, JACK, LOW, MAD, departments)

Benefits

(425) 385-4115
benefits@everettsd.org

Payroll

(425) 385-4160
payroll@everettsd.org

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 and ADA Coordinator
Chad Golden
PO Box 2098, Everett WA 98213

As the close of the current school year approaches, note the following important dates when planning for the 2025-26 school year:

- August 4 – 27 – Classified positions have various return to work dates. Refer to [Docushare](#) for your specific assignments return to work date.
- August 12 – Classified Job Fair at the CRC
- August 25 – All EEA staff and almost all classified staff will return or have returned
- August 27 – First student day
- September 1 – Labor Day holiday
- October 10 – Professional learning day for all staff
- December 22-January 2 – Winter Break
- February 16 – 20 – Mid-Winter Break
- April 6 – 10 – Spring Break
- June 15 – Last student day

All 2025-26 work calendars can be found in [Docushare](#) with the specific return to work dates for your specific assignment.

TAX SAVING BENEFITS OF DEFERRED COMPENSATION (DCP)

Taxes are known causes of headache, nausea and anxiety. But when you save with the Deferred Compensation Program (DCP) there are actual tax *benefits* that can cure your taxation woes. Well, at least a few of them!

The Deferred Compensation Program (DCP) is a supplemental retirement savings program you control. The Washington State Department of Retirement Systems (DRS) administers

425-385-4100
CGolden@everettsd.org

Section 504 Coordinator

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

Gender-Inclusive Schools Coordinator

Joi Odom Grant
PO Box 2098, Everett WA 98213
425-385-4137

JGrant@everettsd.org

Address: PO Box 2098, Everett, WA 98213

Translated versions of this statement can be accessed at:
<https://docushare.everett.k12.wa.us/docushare/dsweb/View/Collection-4736>

this 457(b) plan, which is similar to a 401(k) or 403(b) that many other employers offer. Over 100,000 Washington public employees have saved with DCP. With DCP, you can:

- Save more for retirement
- Choose your contribution amount
- Make Roth or pretax contributions
- Start or stop saving anytime
- Change investment options
- Manage your account online or by phone

It's never too early (or too late) to save with DCP! Get started today at www.drs.wa.gov/dcp.

More Important News

LEARNING OPPORTUNITIES

Friday CRC Professional Learning Series

This series continues, offering a fantastic opportunity for staff to enhance their skills, share knowledge, and stay updated with the latest trends.

Details of the series:

- Dates: Select Fridays
- Time: 2:30-3:30
- Location: CRC

Registration Instructions: Please register for the series through [Frontline Professional Growth](#). Simply search the catalog using the keywords “**CRC Professional Learning**” to find and sign up for the sessions.

Mental Health for Educators presented by Kaiser Permanente

Wednesday, May 21

- Time: 4:00-5:00
- Zoom webinar
- One clock hour will be provided

[Register](#) to learn preventative strategies and easily accessible mental health resources to support your own mental wellbeing and those around you.

MAY IS MENTAL HEALTH AWARENESS MONTH

May is Mental Health Awareness Month, a time to raise awareness, reduce stigma, and focus on daily habits that strengthen mental well-being. The Mental Health [calendar](#) features a unique activity or prompt aimed at encouraging self-care, mindfulness, and positive mental health practices.

PRACTICE HEALTHY SOCIAL MEDIA USE

It is well known that dependence on social media can have a harmful impact on your mental health. Whether you have been adversely impacted or not, it is important to maintain a self-protective, healthy approach to your social media life.

- Remember that your self-worth is not measurable online and should not be compared to other people's.
- Log off your devices at least an hour before bedtime. Blue light from screens stimulates parts of the brain that keep us alert when we should be winding down.
- Take breaks from screen time. You will be creating more time for enriching, real-world experiences.
- If you routinely run into individuals and sources that bring you down,

unfollow them.