



THE SCOOP

MONDAY, MAY 19, 2025

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for 2024-25
for 2025-26

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This Week

M-F, May 19–23
Tues, May 20
Thurs, May 22

Fri, May 23

[AP Exams, Late-Testing](#)
[SBA ELA Bell Schedule](#)
[SBA Math Bell Schedule](#)
6pm | JHS Senior Awards Night (by invitation only)
ELIF

The Next Few Weeks

Mon, May 26
Wed, May 28

Memorial Day – NO SCHOOL
[Online Forms Due for Seniors at Risk of Failing Classes](#)
6pm | [Everett PTSA Council Awards Celebration](#), JHS
3rd period | Lockdown Drill (normal bell schedule)
8:45am | [Recognitions Assembly](#)
ELIF

Mon, June 2
Tues, June 3

[Blood Drive](#)
8–11am | ASVAB, Career Center (prior registration in the Career Center required):
[ASVAB Fact Sheet](#) | [ASVAB Career Exploration Program Overview](#)

Thurs, June 5

4–6pm | District Retirement Celebration, CRC
SENIOR Finals: SCI, SOC (normal bell schedule)
PACK Time: Study Hall (for finals/end of year)
6pm | District Athletic Awards Night, JHS

Fri, June 6

Early Release Day

	2pm Senior Tea, Commons
	6:30pm Staff vs Seniors Basketball Game, Staff Scholarship Fundraiser during Staff vs Seniors Game Senior Yearbook Distribution
Mon, June 9	SENIOR Finals: WL, MTH (normal bell schedule)
Tues, June 10	SENIOR Finals: Electives, Other Subjects (normal bell schedule)
Wed, June 11	Senior Assembly & Senior Tasks Senior Grades Due in Gradebook (<i>TAC not yet available</i>) Grad Walk: Heatherwood MS, time TBD
	2:30–3pm Staff Extension (<i>all staff invited</i>): Year in Review , Staff Farewells
Thurs, June 12	FINALS, Grades 9–11: SCI, SOC (normal bell schedule) PACK Time: Study Hall (for finals/end of year) 7:30am–12pm Senior Device Collection, HS&B Plan, Clearance & Academic Check Grad Walks: Monroe ES, 1:30; Woodside ES, 2:15; Cedar Wood ES, Penny Creek ES, and Silver Firs ES, 2:30; Forest View ES, time TBD Sequoia HS Graduation
Fri, June 13	9am (approx 2½ hrs) Graduation Practice for Seniors, Gym 9am Grad Tickets Distributed to Seniors at Grad Practice following grad practice Senior Lunch ELIF
Sat, June 14	11am Everett HS Graduation, Angel of the Winds Arena, Everett 3pm Cascade HS Graduation, Angel of the Winds Arena, Everett 7pm (seniors arrive by 5:34) Jackson HS Graduation , Angel of the Winds Arena, Everett following graduation Senior Grad Night Party (pre-registration required)
Sun, June 15	Father's Day

jump to [Looking Ahead](#)

AP Testing Locations & Test Takers

[Attached](#) is a list of students taking make-up AP exams this week. **There will be no bells or intercom announcements during this time.**

Most exams will take place in the Career Center, D208, or C255G (Josh K's office within the library). We have 2 students "exception testing" on Wednesday, May 28, as well.

Thank you all for your help and support these past two weeks. [Lori Wirtz](#)

All the SBA Info You Can Handle 😊

Attached are two Excel documents:

- The first Excel contains [staff proctor and room assignments](#). We tried to have two to a room to provide breaks as needed, etc. Also, your room pairing should consist of a teacher who will not get their prep on a given day and one who will. Those who do not have a prep on a given day are indicated by an asterisk (and a reminder about this in the orange box as well). There are two tabs below, one for each day and proctor assignments change, so please take a look at both tabs! I know this is never perfect, but the goal was to never have anyone act as the "Test Administrator" two days in a row. The exceptions might be for the rooms with smaller numbers (ML and SpEd). Hopefully, this outlines where you should be—if you were omitted, it may have been because I do not have a record of training or you need to be in another spot. PLEASE don't hesitate to reach out if you see something in error or have any concerns.

- The second Excel are [student room assignments](#). This also contains any accommodations each student may have. There are two tabs—the first is all students arranged alphabetically. THE SECOND TAB is the one that might be easier to read; these are sorted by rooms—the COLOR CODING HAS NO SIGNIFICANCE WHATSOEVER; I thought this would just make it easier to read and delineate each room. 😊
 - **ML AND SPED TEACHERS:** I tried to separate rooms and locations based on necessary accommodations. If you feel a student is in one of these rooms in error OR there is a student not in there who should be, please let me know!

Please review these room assignments with your 10th graders on Monday—we will be posting these in various places around the upper floors where they will be testing and also near the main office.

I also reattached the [training PPT](#) and the [TA Script](#)—the TA script will also be included in your boxes along with scratch paper, test tickets, room signs, and some headphones. We will be delivering power strips on Monday. PLEASE make sure that you pick up your testing boxes from the testing room by 7:15 on the testing days, May 20 and 22.

Please send me any questions you may have, and thank you all. I know that standardized testing may not be the highlight of your year, but I appreciate everyone's teamwork and willingness to make it as painless and effective as we can for our students! I will send another email before Tuesday to review important reminders about technology, who to contact, extended testers, etc.

Thank you everyone, and here's to a great week as we sprint towards Memorial Day weekend! [Erik](#)

Seniors at Risk of Failing Classes

Hello, teachers of our current seniors: In an effort to collect the most accurate and relevant data as our seniors head toward graduation, we are asking for your help in providing a list of seniors in your classes in jeopardy of failing.

Please complete the following linked form for EACH senior who could possibly fail your class at semester: <https://forms.gle/uSsqihPtZ5v54DbL8>

Please complete the form by the end of the day on **Wednesday, May 28**. Based on your feedback, we will compile a list of seniors who are at risk of not graduating and notify their families. These students should be working with you on a plan to pass. Our counselors and success coordinators will also review the information to ensure that any courses not required for graduation are removed from this message. Our goal is to encourage necessary engagement, but not to cause any unnecessary panic.

We assume that any senior NOT listed is on track and will pass your class. Therefore, we will only contact the families of students who are listed as at risk of failing.

If you have any questions or need help with the form, please don't hesitate to ask. Thank you for your help! [Sechin](#)

Parking in Staff Spots

Please do not park in visitor parking (ever), especially during AP testing weeks. We need those spaces for guest proctors. We will have extra parking lot patrols to make sure students aren't parking in staff spots, and you can always let us know if you see students doing this. [Sechin](#)

Safe Driving

Related to our parking lot: Please model good driving behavior for our students and follow signage and directional rules in the parking lots. Thanks! [Sechin](#)

Blood Drive Monday, June 2

We are going to try the blood drive one more time this year. It will be **Monday, June 2**. This time we are using the Bloodworks Northwest blood mobile, so our facilities will not be used. The blood mobile will be parked outside the main gym.

Due to the limited space in the blood mobile, **we only have spots available for 46 donors** throughout the school day. So I wanted to share the link with staff first, so you would have priority in choosing what time you wanted to donate. A similar email will be going out to students who were signed up to donate at the February drive that got canceled. We want to give them priority in choosing a time in case they want to donate again. Then next Monday, an email will go out to the rest of the student body to hopefully fill in the remaining spots.

Here is the [link](#) to sign up for a donation time.

For student donors:

- They must be at least 16 years of age.
- Anyone who is 16-17 years of age must have a permission slip filled out. Those forms can be found on my door, C141, and at the scoop. They will need to bring the form with them to their appointment.

If you have any questions, please let me know. Thanks, everyone, for your support of this event. [Emily Borden](#)

Calling 911

In the event you need to call 911 from any district building, go to the nearest phone and dial **911**—*there is no need to dial 9 or 1* before dialing 911 from a district phone.

When to call 911 from school:

- Serious medical emergencies like severe injuries, seizures, or loss of consciousness
- Active shooter situations or other violent threats
- Fires or significant smoke

Key points to remember when calling 911:

- **Be clear and concise:** State the emergency clearly, including the location (school name and room number or location within the school).
- **Identify yourself:** Provide your name and role (student, teacher, staff member) if asked.
- **Stay calm:** Even if you are panicked, try to speak calmly and clearly to the dispatcher.
- **Follow instructions:** Listen carefully to the dispatcher's instructions and follow them precisely.

Please use 911 responsibly. Call only if you need an emergency response from police, fire, or medical. For non-emergencies, call the local police or fire department, or another appropriate agency. [Sechin](#)

Testing and Class Policy

This message is for teachers. Others can disregard.

Please be aware that Class Policy can affect students outside your classroom. When you enable it, it will default to locking down every student who is normally in your class during that time. Any students who are elsewhere for whatever reason (in this case, testing) will still be locked down when you enable it, which will interfere with their ability to use their laptop. Please be aware of this and exclude testers when enabling Class Policy. Thanks! [Elizabeth Grothaus](#)

End of Year Celebrations!

Hello, T-Wolf Staff! The Mirth Committee has two dates we would like you to keep on your calendar for our end of the year celebrations. We are doing things a little differently this year, so read on for details!

As you likely saw in Sechin's recent emails, we will hold our farewell tribute to retirees and those leaving JHS on **Wednesday, June 11, 2:30–3 p.m.** This extension will be reserved for our social farewells and goodbyes. Mirth will provide cake for all, and we will have some cards for staff to sign.

The second date to mark on your calendar is **Wednesday, June 18**. From **2:30 to 5 p.m.**, we will celebrate the end of the year off campus. Tapped Public House will be our location! (13215 39th Ave SE, Suite 104, Mill Creek, WA 98012) At the event, Mirth will provide light appetizers and one beverage of choice per staff member. Whether you plan to attend or not, **PLEASE RSVP**, so we can give Tapped an accurate number of guests attending. RSVP via the Outlook calendar invite.

Thank you for your comradery and fellowship this year! We look forward to celebrating with you all at these events. JHS Mirth Committee ([Bridget](#), [Heidi](#), [Jason](#), and [Laura](#))

Basketball Fridays

Calling all staff basketball players! The big game is Friday evening, June 6. We only have a few Fridays remaining to practice:

- **Friday, May 23** – Memorial Day weekend. This practice is usually poorly attended. We may cancel.
- **Friday, May 30** – Most important. Try to be there. Last practice before the game.

If you are intending to play on June 6, please make an effort to be at one or both of the remaining practices. Thanks, [Troy Schwenke](#)

PTSA Award Recipients

Congratulations to our 2025 Henry M. Jackson High School PTSA award recipients! They have displayed amazing dedication to our students, school, community, and PTSA.

Jennifer Kink, Outstanding Educator
John "JJ" Bernaski, Outstanding Educator
Judy Baker, Outstanding Advocate
Michelle Spano, Golden Acorn



EPS Learns Catalog Preview!

Greetings, EPS Staff! We are excited to share the *EPS Learns* professional learning course offerings.

Date of Event: **Thursday, August 21**

Location: Evergreen Middle School

Check out the course catalog now: https://bit.ly/EPSLearns_CourseCatalog2025

In the catalog you'll find courses about:

- Starting Strong: Planning for Student Success
- College & Career Readiness
- Career & Technical Education
- Diversity, Equity, and Inclusion

- Academics: English Language Arts, Math
- Learning Information Technology
- Multilingual learners
- Special education services
- Visual arts
- Supporting students who are refugees
- Supporting students experiencing trauma or crisis
- Safety

Come for as many sessions as you'd like, earn door prizes, and connect with colleagues!

School Van Parking

We have four parking spots clearly labeled “**24 Hour School Van Parking.**” While these spots are sometimes empty, we have vans going in and out of those spots at random times throughout the day. **Please do not park in these four spots.** We have three permanent vans that need those spots, plus one district van that we get regularly. Thank you! 😊 [Kyle Peacocke](#)

Juneteenth

Juneteenth—**Thursday, June 19**—is a non-student day and **non-workday for the following staff:**

- School-term staff: teachers, paras, food services, campus security, nurses, drivers
- Administrators
- EAEOP: elementary general office, middle school/CRC office assistants
- Professional Technical staff
- SEIU: non-260-day staff

Juneteenth is a **normal work day for the following staff:**

- EAEOP: all—with the exceptions of those listed above (elementary general office, middle school/CRC office assistants)
- SEIU: 260-day staff
- Trades

All employee calendars can be viewed in [DocuShare](#).

Gradebooks and Synergy

We received a question about Gradebook access after the conversion to Synergy. Following is the answer we got from LMS. [Heather](#)

*Our current Gradebook will **NOT** be imported into Synergy Gradebook, so having a printed copy at the end of the year will be very important.*

Moving forward, Synergy Gradebook does have the ability for teachers to view past year Gradebooks. 2025-26 will be the first year in Synergy Gradebook, and teachers will be able to view 2025-26 Gradebooks when in the 2026-27 school year.

Mental Health Awareness Month Resources

May is **Mental Health Awareness Month**. The Crisis Text Line (<https://www.crisistextline.org>) has created free downloadable toolkits (click here for [high school toolkit](#)) for teachers, counselors, and other staff to help promote self-care practices for students while destigmatizing and fostering a safe environment for open dialogue about mental health.

A focus on empathy is encouraged during this time of the school year, and schools may consider opportunities to revisit Second Step and/or RULER lessons that reinforce the importance of empathy in our interactions and relationships with others.

Course Proposals *(cert staff only)*

Want to see a new class added to the course catalog next year? [Course proposal forms](#) are now available. 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](#)

Finals *(teachers only)*

Fewer than a third of teachers give finals anymore, so we're going to try something a little different this year. Rather than grouping finals by period, we're going to group by subject area (see below). The hope is that this will be a better distribution of big academic events to help increase student focus and reduce anxiety.

GRADE 12 FINALS		
Thursday, June 5	Monday, June 9	Tuesday, June 10
Science Social Studies	World Language Math	Electives Other subjects

GRADES 9-11 FINALS		
Thursday, June 12	Monday, June 16	Tuesday, June 17
Science Social Studies	World Language Math	Electives Other subjects

There will be no adjusted bell schedules or extended class periods for finals.

Finals include any major project or big test that requires a lot from students. It does not include presentations or something that would normally be spread out over several days, although I would encourage you to be flexible with individual students who come to you in advance. [Sechin](#)

Application for New CiHS Teachers & Courses for 2025-26

Everett Public Schools has established interlocal agreements with local and state colleges 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.

Application windows:

- [Edmonds College](#) CiHS application window open through May 30
- [Everett Community College](#) CiHS application window through May 30
- NEW! [Central Washington University](#) and [Eastern Washington University](#) CiHS programs will also be available for the 2025-26 school year; application windows are open through May 15

To review teachers and courses already approved for CiHS, please review 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, 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 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 [\(jump to top\)](#)

Mon, June 16	FINALS, Grades 9–11: WL, MTH (normal bell schedule) 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	FINALS, Grades 9–11: Electives, Other Subjects (normal bell schedule)
Wed, June 18	Device Collection, Grades 9–11 2:30–5pm Staff End of Year Gathering, Tapped Public House <i>(RSVP requested!)</i>
Thurs, June 19	Juneteenth – HOLIDAY (see work calendars to identify staff who work this day)
Fri, June 20	Early Release Day / Last Student Day <i>(new date)</i> End of SEM2 <i>(new date)</i>
Fri, June 27	3pm TAC Closes for SEM2 Grades Review/Corrections <i>(new date)</i> 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

2025-26 work calendars are in [DocuShare](#) with specific return to work dates for your specific assignment.

Mon, Aug 4, 2025	First Day Back for Most Office Staff
Tues, Aug 12	Classified Job Fair, CRC
Mon/Tues, Aug 25 & 26	Learning Improvement Days
Wed, Aug 27, 2025	First Student Day, 2025-26 8-Day Student Enrollment Count Begins
Mon, Sept 1	Labor Day Holiday
Tues, Sept 2	Day 4 Student FTE Count
Mon, Sept 8	8-Day Student Enrollment Count Ends
Fri, Oct 10	Professional Learning Day for All Staff
Dec 22–Jan 2	Winter Break
Feb 16–20	Mid-Winter Break
April 6–10	Spring Break
Mon, June 15, 2026	Last Student Day (subject to change)

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