



High School and Middle School Course Removal Form

2026-27 School Year

The High School and Middle School Course Removal Form for the 2026-27 school year and completed information and materials in Part I-III, including approval from curriculum directors and principals, must be submitted to CCR@everettsd.org by **December 1, 2025**. Depending on proposed course removal, additional steps may be required before final approval of course removal.

Additional course proposal forms available in [Docushare](#):

- Middle School Course Proposal Form for New Courses
- High School Course Proposal Form for New Courses
- High School and Middle School Course Revision Form
- High School and Middle School Course Proposal Form for New CTE Course
- High School and Middle School Course Equivalency Proposal Form

Part I – Course Removal Details

1. Date of Course Removal Proposal

2. Current Title of Course

3. Course Code(s)

4. Is this course a course equivalency?

☐ No ☐ Yes

Course equivalency removals require a signature from both curriculum directors.

If yes, which two subject areas:

Subject Area #1:

Subject Area #2:

5. Reason for Course Removal

Part II – Contact Information

Name of staff member submitting removal of course

Additional staff members assisting in course removal

Name

School

Name

School

Name

School

Name

School

Part III – Approvals

Academics/Curriculum Director Signature

Date

Academics/Curriculum Director Signature

Date

Principal signature is required for each location where course will be removed.

Cascade High School Principal

Date

Everett High School Principal

Date

HM Jackson High School Principal

Date

Sequoia High School/HS Online Options/Port Gardner Principal

Date

Eisenhower Middle School Principal

Date

Evergreen Middle School Principal

Date

Gateway Middle School Principal

Date

Heatherwood Middle School Principal

Date

North Middle School Principal

Date

For Department Use Only – Course Removal Approval

Executive Director, CCR & ELO Signature

Date

Chief Academic Officer Signature

Date

☐ **Approved**

☐ **Approved with recommendations**

☐ **Denied**

Recommendations
