

COMMUNICATION TO ALL STAFF | October 12, 2022

Good afternoon staff!

With just a couple days left before our Learning Improvement Day on Friday, October 14, we wanted to highlight the information that will be most helpful to you.

Here are the most important **links** for your reference:

- ★ [List of bus hubs assigned to each school for transportation to & from the Arena](#)
 - [Designated parking maps at each hub location to expedite boarding the buses](#)
- ★ [Section seating map at the Arena for schools & departments](#)
- ★ [Map showing the drop-off and pick-up locations of the buses at the Arena](#)

Here are some important **notes** for your reference:

- ✓ **Buses will leave promptly at 8:00 a.m.** from each hub to the Arena. The parking lots will likely be busy, so arrive with adequate time to park, walk to and board the bus.
- ✓ You will sign in for your attendance using a **QR code** or **web link**. This will be available as you board your bus and will be posted at each entrance to the Arena.
- ✓ **Sit together** with your school/department team in the designated sections of the Arena (see Section Seating map above)
- ✓ Wear your school **spirit gear, school colors, or EPS logo** gear! If you don't have any of these, Go Mariners!
- ✓ After the morning session concludes at the Arena, **buses will take you back** to the school hub (see the Arena bus location map above)
- ✓ The afternoon session will continue back at your school or department site from **2:00-3:30 p.m.**

Here is the **full list** of details for your reference:

- **All staff** will be attending this event from **8 a.m. to 3:30 p.m.**
 - All workday schedules are adjusted to 8 to 3:30 this day.
 - If this is not a regular workday for you, you may attend and will get paid, but you are not required to be there.
 - Buildings will be closed this day.
- **Location:** [Angel of the Winds Arena](#) – 2000 Hewitt Ave, Everett 98201
 - There are [three entrance options](#) at the Arena. Please use the entrance closest to your drop-off location.
- **Parking & Transportation:**
 - Morning (8:00-12:05)**
 - There are assigned [transportation hubs](#) to park your car and ride a bus to the Angel of the Winds Arena in downtown Everett, or you can try and find parking near the arena and pay to park (but the expense is not reimbursable).

- If you choose to provide your own transportation and parking, please arrive at the Arena by 8 a.m.
- The number of buses at each hub is based on staffing numbers from each site, so if you plan to take a bus, you must show up at your school's designated hub.
- To help with traffic flow & efficiency, several hubs have designated school parking areas. [Click to see the designated parking maps at your hub location.](#)
- **Buses will leave promptly at 8 a.m.** from each hub to the Angel of the Winds Arena. *Please arrive with **adequate time** to park, walk to and board the bus.*
- School RULER implementation teams will receive a dashboard parking pass for a designated parking area adjacent to the Arena.

Afternoon (12:15-3:30)

- After the morning session concludes with Dr. Marc Brackett, staff will board buses to return to their hubs
 - When departing from the Arena, you will board a bus at the same location where you were dropped off in the morning. [Click here for the Arena bus location map.](#)
 - Buses will have identifying signs indicating the hub site name
 - When you arrive back at your hub, you are free to have lunch (on your own) and return to your school/department site by 2:00.
 - From 2 to 3:30 p.m. you will have facilitated group processing time at your work site.
- **School seating sections** at the Angel of the Wind Arena
 - Schools and Departments will have generally designated seating sections ([click for the seating map](#))
 - Wear your school spirit gear, school colors, or EPS logo gear! If you don't have any of these, Go Mariners!
- **Attendance**
 - Staff will sign in for the morning session using either a QR code or a link to an **electronic attendance form**. This will be available as you board your bus and will be posted at each entrance.
 - You will sign in for your afternoon session using a traditional paper form back at your school/department site.
 - Signing in is important for clock hours for everyone (and to process payment for those not scheduled to work on October 14).
- **Meals and Snacks:**
 - The arena will allow outside food and drink, so feel free to bring your own snacks and beverages for the morning session. The arena concessions will be closed.
 - At Noon all participants - except the RULER Implementation Teams - will be released to have lunch.
 - Each school's **RULER Implementation Teams** will stay at the venue and have a working lunch with Dr. Brackett in the ballroom
 - Lunch will be provided
 - At 1:15, you will travel back to your school/building site.
 - From 2 to 3:30 p.m. you will have facilitated group processing time at your work site.

There is also a Professional Development webpage for the [October 14 LID Day](#) to refer to for information. Can't wait to see you!