

HM JACKSON HIGH SCHOOL

PACK TIME – STUDENT HANDBOOK HIGHLIGHTS
THURSDAY, SEPTEMBER 12, 2024



P.A.C.K.

- Here at Jackson High School, everyone is part of the PACK! PACK also stands for the core values we strive to exhibit as both students and staff at JHS:
 - **P**roud – We are proud of who we are and our school community.
 - **A**ware – We are aware of others as well as how we may impact them.
 - **C**ourageous – We are brave in our actions with the confidence that we can persevere.
 - **K**ind – We are inclusive and remember that we ALL belong here!



JHS STUDENT HANDBOOK

- Our student handbook contains important information about schedules, how to get involved at JHS, important school rules and students' rights, district policies/procedures, and important contacts.

This presentation will highlight some key pieces for you to know!



BELL SCHEDULES

- We have three bell schedules at JHS. Mondays, Tuesdays and Wednesdays are our “Regular” schedule days
- Thursdays, we have PACK TIME, an extension of your second period where we will regularly either have lessons, surveys, practice tests, class meetings, assemblies, etc.
- Fridays are “Learning Improvement Fridays” – this is an early release for students at 12:50 and collaborative time for staff from 1:00-2:15.

REGULAR

1st Bell	7:25
1st	7:30 – 8:25
2nd	8:30 – 9:25
3rd	9:30 – 10:30
<i>1st lunch</i> 10:35-11:05	4th 10:35 – 11:30
4th 11:10-12:05	<i>2nd lunch</i> 11:35-12:05
5th	12:10 – 1:05
6th	1:10 – 2:05
Buses Depart	2:12

THURSDAY – PACK TIME

1st Bell	7:25
1st	7:30 – 8:20
2nd	8:25 – 9:15
PACK TIME	9:15 – 9:50
3rd	9:55 – 10:45
<i>1st lunch</i> 10:50-11:20	4th 10:50 – 11:40
4th 11:10-12:05	<i>2nd lunch</i> 11:45-12:15
5th	12:20 – 1:10
6th	1:15 – 2:05
Buses Depart	2:12

LIF

1st Bell	7:25
1st	7:30 – 8:13
2nd	8:18 – 9:01
3rd	9:06 – 9:51
<i>1st lunch</i> 9:56-10:26	4th 9:56 – 10:39
4th 10:31-11:14	<i>2nd lunch</i> 10:44-11:14
5th	11:19 – 12:02
6th	12:07 – 12:50
Buses Depart	12:57

Lunch is based on 4th period classes.

ATTENDANCE

ABSENCES

- An absence counts as missing 50% or more of a class. Students are marked as tardy if they arrive after the second bell and before the halfway point of any given class period.
 - An absence counts as a “Full Day” absence if a student misses 3 or more periods within a school day.
 - To excuse an absence, you can go to the attendance office, room B224. You can also have a parent email the attendance secretary at jhsattendance@everettsd.org or call the attendance secretary at 425-385-7033.

TARDIES & STUDENT CONDUCTOR

- Students who arrive late to class without a note may enter their student ID number in any of our Student Conductor kiosks (**two upstairs by the ASB office, lower and upper C wing and Annex**) to generate a tardy ticket. This ticket is required to enter class. Generating a ticket automatically notifies the student’s parents/guardians, but this system does NOT enter a tardy mark in the official attendance system. Only teachers or the attendance secretary enter tardies or absences into the official record.



ACTIVITIES & ATHLETICS

- We love for JHS students to be involved in activities outside of the classroom and have a number of club and sports offerings. To get involved:

Join a club

- Join one of our many clubs or teams! Please reach out to Mr. Gadek jgadek@everettsd.org or Ms. Mason mmason2@everettsd.org or visit our website for current clubs at JHS <https://www.everettsd.org/Page/38057>

Sign up for a sport

- Click on the following link to check out the JHS athletics webpage. Information about what you need to fill out to register in [FINALFORMS](#), sports offered, season and practice information, and much more is outlined throughout this page: <https://www.everettsd.org/domain/57>. If you have any questions, please contact the Athletic Secretary, Ms. Leuck at mleuck@everettsd.org or the Athletic Director, Mr. Heinz at ehainz@everettsd.org.



School Sponsored Events

- For school sponsored events, particularly sporting events where we have large crowds, there are WIAA state and WESCO league expectations surrounding sportsmanship that we will abide by at JHS. In an effort to demonstrate sportsmanship in the stands, all spectators will adhere to these basic 4 guidelines:
 - I will appreciate all good plays and players whether they compete for my team or my opponent. This means we will actively cheer for our players and not cheer against individuals or specific participants, including any opposing players (no names, no numbers!).
 - I will be positive and use respectful language toward players, coaches, officials, and other spectators.
 - I will respect the abilities and sensitivities of our opponents and officials, regardless of the outcome of the contest.
 - I will remember that my actions reflect on myself, school, and the community.

Violations of this may result in your removal from the event and your ability to attend future events.



ASSEMBLIES



- We have two types of assemblies at Jackson – Pep/Student Assemblies (much like the one last Friday) and Informational Assemblies (Veterans Day, MLK Day, etc.). Assembly expectations are as follows:
 - *Assemblies are provided for the students' benefit. They are part of the regular school day and are viewed as a class period. All students are expected to attend the assemblies unless an alternative has been prearranged by staff and approved by an administrator. Students should not leave school during assemblies unless your parent/guardian has pre-arranged for your departure through the attendance office.*
- For Pep Assemblies, you sit with your graduating class (Senior, Junior, Sophomore or Freshmen). For Informational Assemblies, you would sit with your second period class in a designated area that your teacher will show you prior to leaving for the gym (informational assemblies are traditionally during PACK time).

BATHROOMS

Bathrooms

Student bathroom use should be strictly for the use of using the restroom or washing one's hands (or other clean up necessary). This is not a gathering spot, an eating place, a place to apply makeup (during class time) or any kind of place to be other than the express use listed above.

In the Bathroom Without a Pass or With the Wrong Pass

- **1st Infraction:** Review of expectations. The student will be required to sign a restroom contract, outlining their commitment to following school rules. Parent/guardian will be contacted regarding the incident.
- **2nd Infraction:** The restroom contract and expectations will be reviewed, and parent/caregiver will be contacted. An additional intervention such as restorative conference or lunch detention may be applied. Parent/guardian will be contacted regarding the incident.
- **Further Infractions:** If a student is caught a third time in the bathroom without the correct pass, progressive discipline will be applied. The consequence may be a suspension from school for a determined period. The length of suspension will be determined based on the severity of the situation and prior disciplinary history. Parent/guardian will be contacted regarding the incident.

Bathroom stall single-occupancy

There is no legitimate reason for more than one person to be in a bathroom stall at a time. When more than one student enters a single bathroom stall at one time, all of the students committing this infraction will be subject to disciplinary action.

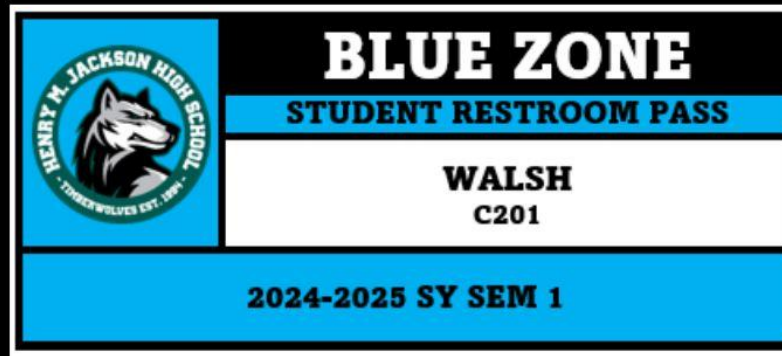
Multiple students in a bathroom stall:

- **1st Infraction:** 1 day of lunch detention. Parent/guardian will be contacted regarding the incident.
- **2nd Infraction:** 3 days of lunch detention. Parent/guardian will be contacted regarding the incident.
- **Further Infractions:** Progressive discipline may include in-school suspension. Parent/guardian will be contacted regarding the incident.



New for 2024: Bathroom Zones

- Your bathroom location is printed on the pass.
- Hall signs coming soon!



Dress Code



- Show your individuality! Only the following are prohibited:
 1. Attire that shows or displays obscene, sexual, drug or alcohol related messages; or displays gang-related symbolism.
 1. Examples: shirts with alcohol brand logos, attire that reveals undergarments
 2. Any clothing that would create an atmosphere in which a student, staff member, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence
 1. Examples: shirts displaying firearms, clothing with hate speech

Tobacco/Vape Products

Tobacco/Vape Products use or possession

The Everett School District promotes and maintains a smoke-free environment. Student possession or use of tobacco and tobacco-like products is prohibited in schools and other district buildings, on district grounds, and in district vehicles at all times.

Tobacco and tobacco-like products includes, but are not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, liquid nicotine, nicotine delivery devices, electronic cigarettes, vapor devices, vapor pens, non-prescribed inhalers, and any other smoking equipment device, material, or innovation. Violations of this rule will result in progressive discipline.



Tobacco use or possession/Vaping in the Bathroom or on campus (non-Marijuana):

- **1st Infraction:** Referred to our drug and alcohol counselor and complete the 3M course. Parent contacted. Device impounded. Parent/guardian will be contacted regarding the incident.
- **2nd Infraction:** 1 day of in-school suspension (ISS) and referral to our drug and alcohol counselor. Parent contacted. Device impounded. Parent/guardian will be contacted regarding the incident.
- **Further Infractions:** progressive discipline may include 2 or more days of in-school suspension or out of school suspension. These actions may be reduced or held in abeyance if student is seeking cessation counseling. Parent/guardian will be contacted regarding the incident.

Controlled Substances

Controlled substances

- I. Sale, delivery, or distribution of a controlled substance and/or alcohol could be grounds for expulsion.
- II. Possession is the use of a controlled substance or drug-related paraphernalia, being under the influence of and/or using marijuana, alcohol, and/or other controlled substance not at the direction of a physician.

Possession of Marijuana or Alcohol:

- **1st Infraction:** 1 day of ISS and 2 days of out-of-school suspension. Additionally, the student will be referred to our drug and alcohol counselor. Completing the 3M course can lead to a potential reduction in the 2-day out-of-school suspension. Parent/guardian will be contacted regarding the incident.
- **2nd Infraction:** 3 to 5-days of ISS. Students may have the opportunity to return early if they complete a drug and alcohol screening. Parent/guardian will be contacted regarding the incident.
- **Further Infractions:** Progressive discipline may include a short or long-term out-of-school suspension of up to 11 days or more. The specific duration will be determined based on the semester's context and other relevant factors. Parent/guardian will be contacted regarding the incident.



HARASSMENT/INTIMIDATION/BULLYING (HIB)

School Board Policy 3204

- It is the policy of Everett School District to maintain a safe, respectful and secure learning environment for all students that is free from harassment, intimidation and bullying. Harassment, intimidation and/or bullying of students by other students, staff members, volunteers, parents, or guardians are prohibited.
- Harassment, intimidation or bullying means any intentional written, verbal or physical act, including but not limited to one shown to be motivated by **race, color, religion, ancestry, national origin, gender, sexual orientation or mental, sensory, or physical disability, or “other distinguishing characteristics,”** when the intentional electronic, written, verbal, nonverbal, or physical act:
 - Is unwelcome; or
 - Physically harms a student or damages the student’s property; or
 - Has the effect of substantially interfering with a student’s education; or
 - Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
 - Has the effect of substantially disrupting the orderly operation of the school.

Harassment, intimidation, or bullying can take many forms, including but not limited to, racial slurs, gender slurs, hate speech directed at protected classes, rumors, name calling, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, hazing, physical attacks, threats, or other electronic, written, verbal and nonverbal, or physical actions, including social media posts/videos.

H. M. Jackson High School and the Everett School District will take all complaints of harassment, intimidation and bullying seriously and will, in a timely manner, address all such complaints. Staff members are expected to intervene in school-related harassment, intimidation and bullying and report situations which may require additional intervention.

Students and volunteers are encouraged to report school-related harassment, intimidation and bullying of which they have knowledge. Any student who believes that he or she has been subjected to harassment, intimidation or bullying in the educational environment is encouraged to bring his or her complaint to the immediate attention of a teacher, counselor, or administrator for assistance in resolving the matter.

REPORTING HIB

- If you feel that you are the target of Harassment, Intimidation and Bullying, there are a few options you can take to report it:
 - **Tell a trusted adult or staff member. They can then let the appropriate administrator or counselor know.**
 - **Tell your admin or counselor directly:**



COUNSELOR ALPHA 2024/2025		
ALPHA <small>STUDENT LAST NAME</small>	COUNSELOR	EXT
A-BE	Rebecca Medendorp	X 7122
BF-E	Jonathan Gerig	X 7005
F-I	Alfred Cain	x 7023
J-L	Sarah Williams	X 7024
M-PE	Paul Turner	x 7027
PH-ST	John Lerner	X 7026
SU-Z	Leiann Gregg	x 7025

- Submit a Vector online report at <https://everett-wa.safeschoolsalert.com/>

PERSONAL ELECTRONIC DEVICES (PEDs) – Cell Phones, etc.

School Board Policy 3246

- Everett Public Schools provides students with the technology they need during the school day to access digital and online learning experiences. However, students may use personal electronic devices (PEDs), such as cell phones, tablets, smart watches, and other mobile devices while on school property or while attending school-sponsored or school-related activities subject to procedures established by the superintendent.
- Students are responsible for the PEDs they bring to school. Everett Public Schools shall not be responsible for loss, theft, damage or destruction of devices brought onto school property or to school-sponsored activities or events off school property.
- Use of personal electronic devices while on district property is considered a privilege and not a right and may be revoked at any time by a principal, assistant principal, or principal's designee. All authorized use at school shall be in compliance with district policy, school rules and applicable laws. Students will observe the following conditions:
- Students shall not use a PED in a manner that poses a threat to academic integrity, disrupts the learning environment or violates the privacy rights of others. Disrupting the learning environment means any intentional gesture, any intentional electronic communication or any intentional written, verbal or physical act or statement initiated, occurring, transmitted or received by a student at school that a reasonable person under the circumstance should know will have the effect of:
 - a. Insulting, mocking or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school; or
 - b. Creating an intimidating, threatening, hostile or abusive educational environment for a student, group of students, or staff members through substantially severe, persistent or pervasive behavior;
- Students shall not send, share, view or possess pictures, text messages, emails or other materials depicting sexually explicit conduct, as defined in RCW 9.68A.011, in electronic or any other form on a PED, while the student is on school grounds, at school sponsored events or on school buses or vehicles provided by the district;
- When a school administrator has reasonable suspicion, based on objective and articulable facts, that a student is using a PED in a manner that violates the law, district policy, or school rules, the administrator may confiscate the PED, which may only be returned to the student's parent/guardian; Students who record fights or any other recordings that would violate a student's privacy may be subject to confiscation of the PED and or disciplinary action
- Students who violate this policy will be subject to disciplinary action.
- In the hallways or other common areas, students are allowed to listen to music in portable music devices **using headphones**. Playing music through external speakers in these areas is not allowed. Depending on the level of severity or repeated pattern of use, a warning may be issued, or the speaker/device may be confiscated for the rest of the day and/or for parent pick-up.



LUNCHROOM EXPECTATIONS

- PICK UP AFTER YOURSELF! We have a lot of trash cans all over the commons, annex and hallways – please make sure that any trash, food refuse, bottles, etc., end up in the appropriate bins and not left on the floor or tables.
- Every student has the right to eat lunch and to eat in a safe environment; please do not impede on anyone else's right to do so.
- Our kitchen staff are some of the best people you'll meet – please treat them with respect and follow directions accordingly to get and receive your lunch.
- Our custodians are also some of the best people you'll meet – help them out by cleaning up and reporting any spills, messes, etc.

BON APPETITE!



OPEN CAMPUS LUNCH/PARKING LOT

- Having an open campus during lunch time is a privilege and there are two key expectations in order to keep this privilege:
 - OPEN CAMPUS LUNCH SHOULD BE ONLY FOR JUNIORS AND SENIORS
 - MAKE SURE YOU ARRIVE ON TIME FOR YOUR 4th and 5th PERIOD CLASSES!
 - IF YOU ARE DRIVING, IT IS THE EXPECTATION THAT YOU ARE SAFE AND OBEYING ALL DRIVING AND TRAFFIC LAWS – observing speed limits, only parking in the assigned lot that corresponds with your parking pass, etc.
 - THROWING AWAY YOUR TRASH IN THE APPROPRIATE TRASH CANS (not outside of your car in the parking lot).



SOME PEOPLE TO KNOW

FRONT OFFICE TEAM

- Ms. Al-Mansouri
- Ms. Larson
- Ms. Richardson
- Ms. Otto

LIBRARY

- Ms. Moore
- Ms. Marlowe

NURSE'S OFFICE

- Ms. Sanders
- Ms. Strom

ATTENDANCE

- Ms. Soros

ASB

- Ms. Anand

CAREER CENTER

- Mr. Dahlke

TECH HELP DESK

- Ms. Strohaus

ATHLETICS

- Ms. Leuck

ASB ADVISOR

- Mr. Gadek

COUNSELING OFFICE

- Mr. Sugawara

ADMINISTRATOR SUPPORT

- Ms. Monten
- Mr. Siddick

CAMPUS SECURITY

- Mr. Tafa
- Mr. Otto

SCHOOL RESOURCE OFFICER

- Ofc. Mundwiler

GRAD SUCCESS COORDINATOR

- Ms. Britt

**HERE IS TO A FANTASTIC
SCHOOL YEAR!!!!**

