



North Middle School

Pride of North Everett

2514 Rainier Ave. - Everett, WA 98201

Student & Family Handbook

2025/2026

North Website: www.everettsd.org/north
North Main: (425) 385-4800

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Welcome to North! As we collectively enter a second century of service to our North community, we are honored to be associated with the past, present and future of our home, Everett, Washington. North specifically serves North Everett and as we are found of noting, we are North Everett Proud. Our students have long been referred to as STARS and represent the pride of our families and community. Our students are our purpose and everything we do is in dedication ensuring that they have every available doorway of opportunity open to them as they choose their futures across the years to come.

In short, our mission (right) can be summarized in a few key words, *everyday growth opens doors*. In middle school, it is not critical for a student to decide on a

future career as there are many more years to spark and develop interests. Rather, we want our STARS to keep the doors of opportunity open so that they have the maximum number of future choices as they graduate from high school. To accomplish this, we emphasize relevance and everyday growth. These elements are foundational to our school-wide priorities/goals and are central to our commitment - growing each of our STARS to their utmost potential.

Our North Mission: We, at North Middle School, believe that developing a sense of belonging and forming closer, more positive relationships will create a safer social and emotional environment for staff, students, and their families. We believe that implementing an integrated standards-based curriculum will lead to higher academic achievement.

North Middle is committed to cultivating and preserving a culture of inclusion and connectedness. At North, each of us contributes to inclusion—we all have a role to play. Our culture is the result of our behaviors, our personal commitment, our curiosity, how we collaborate, and the ways that we courageously share our perspectives and encourage others to do the same.

On campus, you may hear someone wish you a “goNorth.” This wish is neither athletics-related nor directional in nature. Rather, goNorth ([video link](#)) is a mindset, dedicated to the idea that we can all set our sights on everyday improvement. This is a shared commitment, dedicated to our students and in solidarity with our families. Together, we are North Everett, and we are honored to goNorth in partnership as we journey into a second century of STARS.

Related Documents: [Foundation School Priorities, Goals, and Initiatives \(24/25\)](#) and [School Improvement Plan \(24/25\)](#). Plans updated with annual student performance outcomes each fall.



School Contact Information:

Office hours are Monday-Friday from 7:30am-4pm

Main Office	(425) 385-4800
Attendance Office	(425) 385-4805
Attendance Email	NORAttendance@everettsd.org
Counseling Office	(425) 385-4810
Health Room	(425) 385-4806
FAX	(425) 385-4802
Translation Line	(425) 385-4011
Online Grades	https://www.everettsd.org/Page/4701

Statements & Disclosures:

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 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
425-385-4100
CGolden@everettsd.org

Section 504 Coordinator

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

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The North Middle School information is current but may change as policies and procedures change. All students and guardians are expected to read the Everett Public Schools Student Responsibilities and Rights handbook provided to each student at the beginning of the school year or upon enrollment.

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The following sections align directly to district policies and procedures. All district policies and procedures can be found:

<https://docushare.everett.k12.wa.us/docushare/dsweb/View/Collection-189>

Attendance Policy	Page 26
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The North Way

High expectations are the natural byproduct of sincere belief. When someone cares and believes in you, they support you to succeed and refuse to accept anything less than your best. Our North Way is a mutual commitment that we hold for ourselves and others. These common expectations are foundational to our community and ensure the mutual environment we each require for personal and academic growth.

We expect our North STARS to:

- Be safe while participating in all activities across our campus
- Be respectful in words and actions to adults, each other, and themselves
- Be respectful of school and personal property
- Take an active role in their learning
- Be a responsible community member by maintaining an inclusive and respectful learning environment
- Be prepared each/every day

We expect our North staff to:

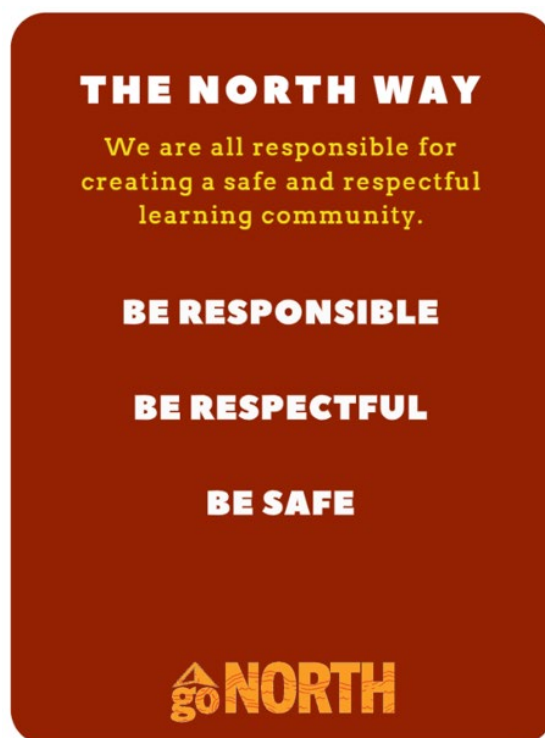
- Model respectful behavior
- Create an environment allowing all students to achieve essential learning standards
- Provide meaningful instruction at an appropriate level
- Teach needed academic and social skills
- Maintain open communication with students, families, and colleagues
- Partner with our North administrators and students in achieving a welcoming, safe, and clean school environment
- Maintain good order and discipline in the classroom and across our campus

We expect our North administrators to:

- Model respectful behavior
- Maintain a safe and positive school environment
- Facilitate open communication among students, families, and our North staff
- Consistently and fairly enforce school and district policies
- Support staff, students, and families in achieving an appropriate and inclusive classroom climate
- Create an environment allowing all students to achieve essential learning standards

We expect our North families to:

- Ensure regular school attendance
- Nurture each child's sense of self-worth
- Maintain a healthy and safe home environment and teach responsible behavior



- Monitor and encourage students to complete homework, study, and celebrate successes
- Participate in their students' education by communicating and partnering with teachers

BUILDING BASICS:

Bell Schedules for the 2025/2026 school year

Regular Schedule: Monday, Tuesday, Wednesday, Thursday

6 th Grade		7 th Grade		8 th Grade	
First Bell	8:10	First Bell	8:10	First Bell	8:10
1 st Period*	8:15-9:09	1 st Period	8:15-9:09	1 st Period	8:15-9:09
STAR	9:13-9:38	STAR	9:13-9:38	STAR	9:13-9:38
2 nd Period	9:38-10:30	2 nd Period	9:38-10:30	2 nd Period	9:38-10:30
3 rd Period	10:34-11:26	3 rd Period	10:34-11:26	3 rd Period	10:34-11:26
Lunch	11:31-12:01	4 th Period	11:30-12:22	4 th Period	11:30-12:22
4 th Period	12:06-12:58	Lunch	12:27-12:57	Lunch	12:27-12:57
5 th Period	1:02-1:54	5 th Period	1:02-1:54	5 th Period	1:02-1:54
6 th Period	1:58-2:50	6 th Period	1:58-2:50	6 th Period	1:58-2:50
Bus Exit	2:57	Bus Exit	2:57	Bus Exit	2:57

*Includes two additional minutes for morning announcements, pledge, etc.

LIF Schedule: Friday

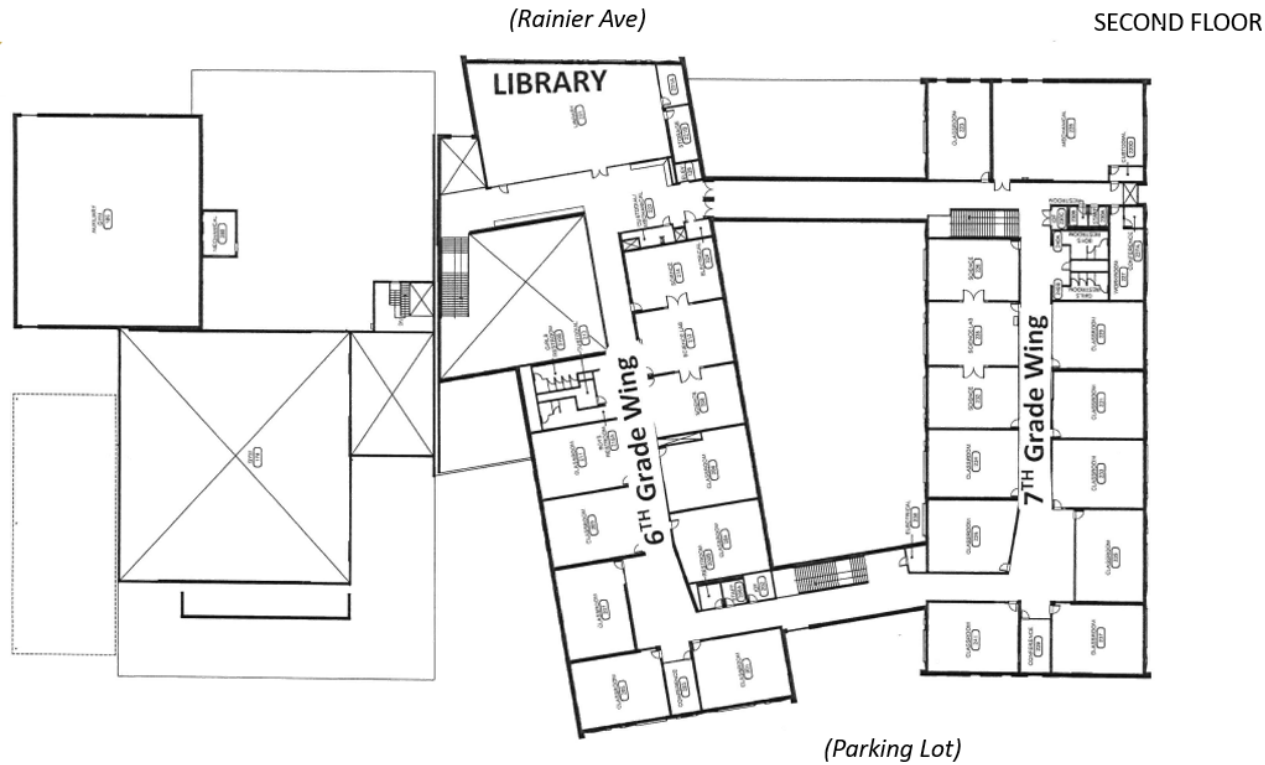
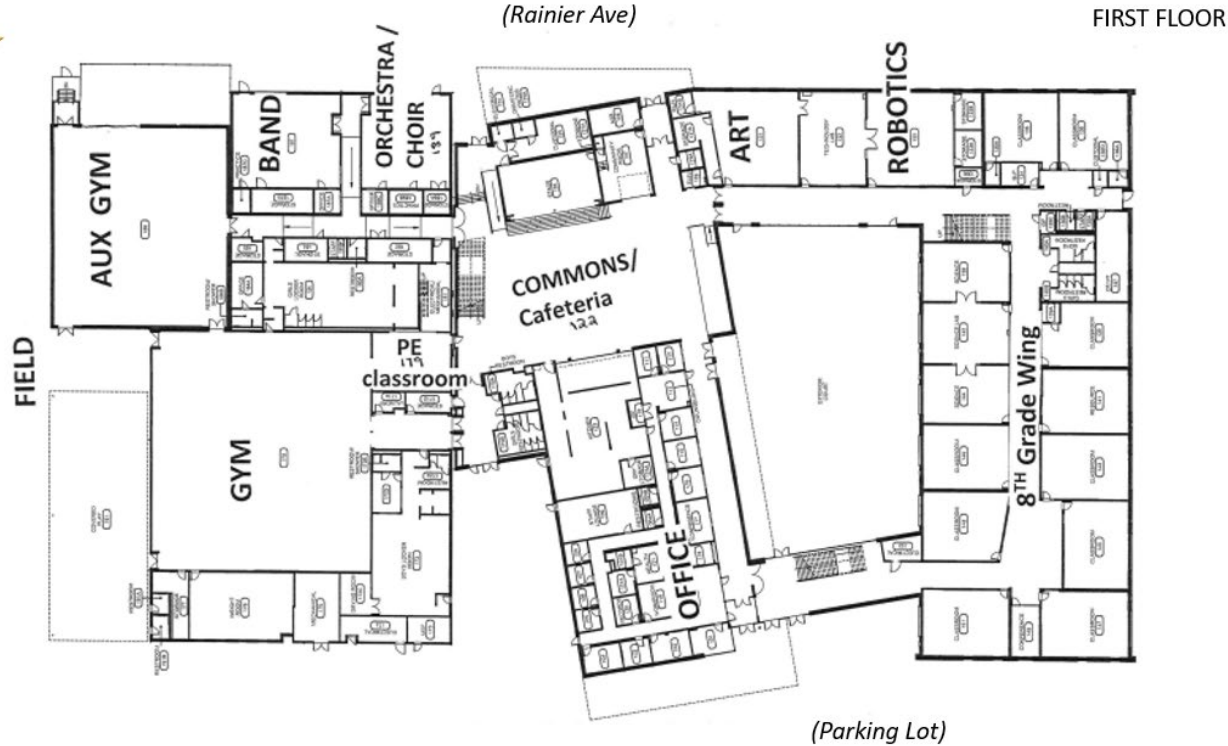
6 th Grade		7 th Grade		8 th Grade	
First Bell	8:10	First Bell	8:10	First Bell	8:10
1 st Period	8:15-9:04	1 st Period	8:15-9:04	1 st Period	8:15-9:04
2 nd Period	9:08-9:51	2 nd Period	9:08-9:51	2 nd Period	9:08-9:51
3 rd Period	9:55-10:38	3 rd Period	9:55-10:38	3 rd Period	9:55-10:38
Lunch	10:43-11:13	4 th Period	10:44-11:27	4 th Period	10:44-11:27
4 th Period	11:18-12:01	Lunch	11:31-12:01	Lunch	11:31-12:01
5 th Period	12:05-12:48	5 th Period	12:05-12:48	5 th Period	12:05-12:48
6 th Period	12:52-1:35	6 th Period	12:52-1:35	6 th Period	12:52-1:35
Bus Exit	1:42	Bus Exit	1:42	Bus Exit	1:42

2.5 Hour Early Release Schedule

6 th Grade		7 th Grade		8 th Grade	
First Bell	8:10	First Bell	8:10	First Bell	8:10
1 st Period	8:15-8:51	1 st Period	8:15-8:51	1 st Period	8:15-8:51
2 nd Period	8:54-9:30	2 nd Period	8:54-9:30	2 nd Period	8:54-9:30
3 rd Period	9:33-10:09	3 rd Period	9:33-10:09	3 rd Period	9:33-10:09
4 th Period	10:12-10:48	4 th Period	10:12-10:48	4 th Period	10:12-10:48
5 th Period	10:51-11:27	5 th Period	10:51-11:27	5 th Period	10:51-11:27
6 th Period	11:30-12:20*	6 th Period	11:30-12:20*	6 th Period	11:30-12:20*
Bus Exit	12:27	Bus Exit	12:27	Bus Exit	12:27

*Includes embedded 15 "snake lunch" time for each classroom. A snake lunch includes classes attending lunch with their sixth period teacher according to their designated time.

SCHOOL MAPS



COMMON EXPECTATIONS:

As noted above, North is dedicated to “everyday growth” and the cultivation of a mindset that each of us should embrace daily opportunities for growth as we progress towards our utmost potential. As such, every member of our North team will uphold high expectations for what our STARS can and should achieve. Our expectations are an expression of our belief in our students and purposefully honors their bright futures.

Below are a number of schoolwide expectations that provide context to our North Way of safe, responsible, and respectful. For reference purposes, please see our Everett Public Schools [Students Rights and Responsibilities](#). For additional North-specific information, please view our [North Expectations Agreement](#). This document is collectively reviewed and discussed during Welcome Back Week (8/27 - 8/29) as part of our in-school orientation.

Campus Expectations

These expectations apply in all locations at North Middle School:

- Act with kindness
- Give your best effort
- Come prepared for success
- Leave prohibited and unnecessary items at home
- Respect our North campus and the belongings of others

Levels of Volume

- Level 0 means Silent—Lockdown, state testing, etc.
- Level 1 means Low Voice—Voice level used to connect with others in our hallways (when class is in session), when entering/exiting an assembly, etc.
- Level 2 means Conversation—Voice level use when connecting with others in the hallways (passing period), in our Commons, during classroom partner work, outside during lunch, etc.
- Level 3 means Presentation—Voice level needed to present in front of others, engage in outdoor activities, etc.

Give Me 5 Signal

If an adult holds up their hand as the “Give me 5” signal, you are to:

- Be at Level 0 (above)
- Mirror the “five” hand signal
- Pause and/or sit
- Listen

Location Specific Expectations:

Specific settings call for additional behavioral expectations:

Hallways (During class you must have a pass)

- Use level 1 volume
- Be respectful of classes in session
- Walk on the right of the hallway and keep moving
- Go directly to your destination – do not linger or loiter in the hallways
- Keep hands/feet to self
- No cell phone usage – **cell phones are to be away, in backpacks, and turned off.**

Assemblies

- Use level 1 volume when entering and leaving assembly
- Treat any speakers or guests with utmost respect
- Give your attention to the performer
- Face forward
- Walk along the stairs when moving up/down bleachers and use aisle when moving to your seat
- When dismissed, walk directly with your teacher to your classroom
- Remain seated until an adult directs you to leave
- Take care of restroom needs before assembly
- Respond appropriately and respectfully

Restrooms

- If class is in session, obtain a pass from an adult leaving your classroom
- If class is in session, use the restroom that corresponds to the color of your pass (example, red pass only)
- Flush, wash, and leave
- Be considerate of others when using the restroom
- Restrooms may not be used in the first or last 10 minutes of a class period unless emergency and need teacher permission

Courtyard

- Stay within the designated areas at all times
- Remember that this is an intentionally communal space (not designed for athletics/sports)

Commons

- Use level 2 volume
- Enter the commons quietly and respectfully
- Find an open seat quickly
- Raise your hand to ask for permission before leaving your table (restroom, trash/recycle, etc.)
- Clean up after yourself
- Handle all food responsibly
- Walk in a single file line during transitions
- Walk out the appropriate door when dismissed by a lunch supervisor

Prohibited Items

Some items are not conducive to the learning environment and can cause a distraction in classes. As a school, we will hold these items in our office for student retrieval at dismissal. In some situations, an administrator may decide that an item/items require pick-up by a parent/guardian and will communicate such to that student's family.

The following is a list of some examples of items that should be always left at home. This list is not

comprehensive:

- Capes, blankets, stuffed animals, personal cell/music devices (including personal wired or Bluetooth earbuds, headphones, mp3 players, speakers, etc.) portable video game consoles (ps3, switch, etc.), toys, collectible game cards, pets, lighters, roller blades, Sharpies or other permanent markers, laser or light pens, perfumes, body fragrances, or large sums of money.

Failure to leave these items at home may result in their loss or confiscation. The school (including other students) will not be responsible for any items that become lost or damaged.

Note pertaining to acts associated with physical aggression: Acts associated with physical aggression and/or violence will not be tolerated in any regard. At North, we will purposefully pursue disciplinary consequences in association with any action that is violent and/or aggressive including striking, kicking, punching, slapping, aggressively pushing, threatening, etc. Anyone involved in an act associated with physical aggression, whether they initiate the aggression or not, may be assigned behavioral consequences including but not limited to a suspension of up to 10 school days, criminal charges, exclusion from after school activities, consideration for alternative education placement, and/or consideration for school expulsion.

Simply stated, physical aggression has no value in our community, have no place on our North campus, and will not be tolerated in any regard. Conflicts are inevitable but must be resolved in a humane, non-violent manner. Any student that does not share this same zero-tolerance mindset in relation to acts associated with physical aggression will not remain as part of our school.

IMPORTANT INFORMATION

Academic Dishonesty/Cheating/Plagiarism

Students are expected to complete their own assignments and appropriately cite sources of information. Plagiarism of ideas or assignments is prohibited. Students who cheat or copy may receive a zero on the assignment and may receive disciplinary consequences for continued offenses. This includes the inappropriate use of ai-powered tools as these aides do not demonstrate a student's mastery of the intended content/concept. Please see EPS policy [3245](#) and procedure [3245P](#) for additional, related information.

Arrival to School/Dismissal from School

Class hours are from 8:15am to 2:50pm (Mondays – Thursdays) and 8:15am to 1:35pm on Fridays.

- Students should not be on campus prior to 7:50am unless they are part of a specific group (example: Jazz Band).
- Students may eat breakfast in the Commons before proceeding to wait in designated area (6th graders wait in the central courtyard / 7th and 8th graders wait under to covered area/basketball courts). Students not eating breakfast are expected to proceed directly to one of these wait areas until the 8:10am bell rings. Students are not to linger

in the Commons as we do not have the capacity to safely host more than 300 students in the Commons at a given time.

- Hallways open with the 8:10am bell.
- Students may be in the building before or after school if they have a pass from a teacher or are participating in a before or after school sponsored activity.

Arrival Procedure

- Busses will drop students off in the front lot (west parking lot near front office). We ask that cars not use the specific sub lane during AM arrival or PM dismissal as this creates safety challenges for our students and traffic for our buses. If you need to access our office during AM arrival or PM dismissal, please park your vehicle in a designated space and enter via our west/adjacent doors.
- Student drop off is located on Rainier Ave. with access through the east doors/gates, depending on where the student is waiting. Each of these areas are supervised.
- Students need to utilize our sidewalks to enter campus.
- Grade levels will line up in designated areas. 6th graders wait in the central courtyard. 7th and 8th graders wait under to covered area/basketball courts.
- Hallways open with the 8:10am bell.

Dismissal Procedure

- Busses will pick up students in the front lot (west entry/exit) and family pick up will be located on Rainier Avenue (east entry/exit).
- Students are required to leave campus at 2:50pm unless they are involved in a supervised school sponsored activity.
- Students are expected to leave school in a safe and orderly manner at dismissal.
- Use the sidewalks as they leave campus.
- Students must remain off all Everett Public School property. North students that pick-up siblings at other schools are not to go on school grounds without permission of a school administrator and expected to remain at the designated waiting area.

Lunch/Break

Your lunch is specific to your grade level. We expect all students to uphold our *North Way* in the cafeteria and follow all behavior expectations. The school administration may assign specific tables, seats, or alternate settings as needed to support positive behavior. Please see the above bell schedules for specific lunch/break times.

Lunch A	Lunch B	
6th Grade	7th Grade	8th Grade
All 6th graders go to the cafeteria for lunch first then all go outside for break on the field and under covered play area.	7th Graders go to cafeteria first for lunch then break on the field and under covered play area.	8th graders go to break first on the field and under covered play area then inside for lunch in the cafeteria.

After School Activities (including Clubs and Athletics)

- All students staying after school are expected to attend a supervised activity or be with a staff member.
- Students must leave campus immediately following the activity via pick-up or the provided activities bus.
- Students absent for more than half of the school day are not allowed to participate in or attend any after school activities.

Closed Campus

- North is a “closed campus” meaning that during our school day, all visitors are required to sign-in and provided identification in our North office. To do so please utilize our west entry/exit to directly access our North Office. All other entries/exits are locked during the school day.
- Once students arrive on campus, they are expected to be on campus for the remainder of the school day unless specifically signed out by a parent/guardian. Leaving campus without parent/guardian and staff permission is considered a truancy. These incidents may result in assigned consequences especially if an incident causes a significant disruption to learning/campus operations and/or compromises the safety of our campus and/or students (including the student directly involved).

Associated Student Body (ASB) Cards

ASB cards are for sale throughout the school year in the main office for \$10.00. Associated Student Body Card sales assist in funding extracurricular activities. ASB cards are required of athletes and club members. ASB cards give students a discount at dances and special events. If cost is a barrier, please see our North office or a counselor.

Bicycles/Wheeled Recreational Devices

Students may ride bicycles, scooters, and skateboards to school. Approved safety helmets are highly recommended. Students are expected to walk wheeled recreational devices onto/off the school grounds. We recommend that students lock up their items on the racks provided (east and west entrances of our school). A skateboard and scooter specific lockers are available at the front of the building (west entrance, near school offices). Please note that North is not responsible for damage or theft of bikes.

Chromebooks and other forms of school/district provided technology

As part of our commitment to providing each of our STARS with a high-quality, relevant educational environment, each student is issued a Chromebook device to support learning both in and beyond our North campus. These devices are powerful tools that open doors to collaboration, creativity, and access to information and educational resources relevant to their continued learning.

With this opportunity comes the responsibility to use technology wisely and respectfully. Students are expected to:

- Use their Chromebook for educational purposes only.
- Treat their device with care, keeping it clean, charged, and securely stored.

- Respect digital boundaries, strictly avoiding inappropriate websites, content, and/or communication.
- Digitally share documents and/or resources that are consistent with school-related learning.
- Protect their privacy and the privacy of others, never sharing personal information or passwords.
- Follow school policies regarding internet use, digital citizenship, and academic integrity.

By using Chromebooks responsibly, students help create a safe, focused, and productive learning environment for everyone. Our expectations in this regard are specifically noted in our annual [Technology Agreement](#). Students are asked to acknowledge and sign this agreement prior to receiving their Chromebook during our Welcome Back week (8/27 - 8/29).

Any use not consistent with the above will be investigated and subject to behavioral consequences. This includes the sharing and viewing of documents, websites, and/or any other digital resources that contain any content not consistent with the above expectations.

Conferences

In the fall, we host a collective opportunity for families and teachers to engage in student specific conferences. These occur across two designated dates, Monday, November 3rd and Tuesday, November 4th.

Conferences most often take place in an “arena style” meaning that we host opportunities in our gyms, where all of our North teachers are available at the same time. Families are able to proceed from teacher to teacher, choosing whom they want to conference. Teachers are available to engage in student specific discussion related to academics, curriculum, and student progress. Conferences typically conclude in less than ten minutes, depending on the number of families waiting to conference.

Families may also request a more in-depth opportunity to meet with a teacher. These meetings occur on the same set of dates but outside of larger designated windows. Teachers send individualized information in relation to conferences ahead of time so please watch for these messages in the weeks leading to our conference dates in early November.

Other student-specific conferences/conversation can be schedule across the year. To do so, please contact the specific teacher for this request and availability.

Counselors

Students are assigned a counselor by grade level and will rotate up with the counselor at the end of each year. This means that your counselor will have three years to get to know you while you are here at North. Student counselors by grade level include:

- Grade 6: Ms. Jenny Steele
- Grade 7: Mrs. Shannon Fraser and Mrs. Jen Byrne
- Grade 8: Mrs. Susy Smothers

The school counselors’ primary concerns are the educational, social, personal, and career needs of

students. They assist students in developing self-understanding and a positive self-concept. They help students establish goals, make useful decisions, and relate effectively with others. Counselors work with families and teachers to create a vital partnership toward facilitating a child's growth and development in the school environment. Students often engage with counselor across the flow of their day as our North team is often at breakfast, lunch, in the hallways during passing periods, etc. Students may also request to visit their counselor by scheduling a time with that counselor and/or asking a teacher for a pass.

Students often consult with a counselor for the following reasons:

- You are new to the school
- Your best friend has moved
- You need adult assistance in problem-solving a situation or in mediating a situation
- You have a success to share
- You are just feeling down and/or stressed
- You are struggling in school (i.e. it is hard to complete homework or you don't understand the work in class)
- You need to discuss scheduling or registration

Events, Games, and Dances

After school events are for currently enrolled North students unless otherwise specified. Students from other schools may not attend. If an event begins immediately after school, students are expected to report directly to that event/location. Games often begin at 3:45pm. Students waiting to attend a game may wait in front of the school (west/lot side, by offices) or on the sideline or gym.

All school rules and expectations apply at the event. Students may be precluded from the event based on recent behavior. In these situations, families are notified in advance of the event. If relevant, tickets are sold before school and at lunch, not at the door of the event.

Earbuds, earphones, and all other personal/portable speakers

Earbuds, earphones, and all other personal/portable speakers are to be powered off and stored while on campus. These may not be used unless specifically directed by a teacher. The use of powered noise canceling earphones are not permitted unless specifically noted in a student's IEP or 504 plan or noted for short-term use by a doctor (letter required). Even when powered off, the use of noise canceling earphones are not allowed, unless noted according to the above, as our North staff are not expected to know when devices are on/off.

Any/all earbuds, earphones, or other personal/portable speakers on campus will be confiscated for pick-up at the end of the school day. As noted below, any incident in this regard will be regarded as a personal electronic device violation. Repeated violations will result in the assignment of detention and/or other consequences.

Electronic Device Policy (CELL PHONE POLICY)

Everett Public Schools provides students with the technology they need during the school day to access digital and online learning experiences. Elementary and middle school students who choose to bring cell phones, earbuds/earphones (noted above), and other Personal Electronic Devices

(PEDs) to school may only use them before or after the school day.

We specifically expect that all cell phones and other personal forms of technology be powered off and stored (e.g., in the student's backpack) from the moment they walk onto our North campus. Phones, earbuds/earphones, and other PEDs may be used after the final bell rings, at 2:50pm (1:35pm on Fridays).

Please note that our expectations in this regard remain in effect during fieldtrips unless specifically allowed by the teacher. In addition, cell phones and/or any other recording device are prohibited in restrooms and locker rooms (per the below noted, Policy 3245P). ***Please understand that an electronic device is seen or heard, it will be confiscated, and violators will be subject to consequences listed below via the Student Conductor system.***

For more information about cell/personal device use in our schools, please refer to [Policy 3246](#) and [Procedure 3246P](#).

<i>Violation Type</i>	<i>Violation Count/Instance</i>	<i>Intervention/Assigned Consequence</i>
Cell / Electronics	1-5	Phone confiscated until end of day & email/txt to parent/guardian
	6-10	Phone confiscated, Friday after-school detention & email/txt to parent/guardian
	11+	Phone confiscated, in-school suspension & email/txt to parent/guardian

**Continuous violations will result in progressive disciplinary actions.*

North understands the importance of communication between families and students. Students are permitted to use a phone in our North office to contact their families. Families may call our office at (425) 385-4800 to request their student contact them, or to leave a message for their student.

Field Trips

As field trips are an extension of our learning environment, all North expectations apply while on the field trip. Students are representatives of our school and community. As such, nothing less than their best will be accepted. When on a field trip, we are guests at the establishment and should behave as such.

Fragrances

All Everett Schools, including North, are designated as fragrance free environments. While many students choose to wear fragrances to school, fragrances should be worn in moderation so as not to distract, disrupt, or offend others. Some members of the school community have health conditions that are negatively affected by fragrances worn by others. Weith respect to the needs of others, we ask for your partnership in eliminating unneeded exposure to fragrances.

Please note that fragrances such as perfumes, scented body lotions, and/or body sprays are not additive to our school environment and should remain at home. Should these items be in-use on campus, they will be removed/confiscated for later pick-up. Should a student be involved in

multiple fragrance-related incidents that require staff involvement and/or the relocation of a class, that student will be subject to the associated behavioral consequences.

Gifts

If students choose to bring a gift for another student, the gift must be school appropriate and given outside of class time.

Guest Teachers (Substitutes and Speakers)

Students are expected to treat guest teachers with respect. Disruptive and/or disrespectful behavior toward guest teachers is not acceptable and may result in disciplinary actions.

Gum

North is a no gum school. Please leave gum at home unless specific permission has been provided by a member of our North team. Should a student chew gum on campus, they should expect a warning and/or assigned consequence.

Health Policies - *Your child's health is important to us!* As such, we rely on (and require) a completed annual health history form for every student.

A first aid certified Health Room Assistant supervises our health room. Students that become ill or injured are asked to seek the attention/assistance of any nearby staff member. These adults will provide support and, as needed, a pass/permission to go to the health room.

If a student is ill on campus and needs to go home, they will receive a call from our office/health room. If a child's temperature is 100 degrees or above, or if the child is injured, the student will automatically be sent home. ***Please Note: Only a listed guardian or emergency contact will be allowed to pick a student up. All adults picking up a child should be expected to show identification (picture ID) as it is vital that we check this information before a student exits our school/campus with an adult. Please also note, adults are considered anyone listed that is 18 years of age or older.***

Emergencies and Accidents

In case of an emergency or accident, you will be contacted as quickly as is possible/appropriate. Contact should be made immediately but there are situations in which we must first ensure that a student/situation is stable before an attending adult can contact listed guardians/contacts. ***Please Note: It is critical that your child's emergency information remains updated including relevant phone numbers. If you experience any changes in this regard during the year, please contact our office by phone or provide a note with updated information.***

Medication

Students in grades 6-12 are allowed to bring to school and carry limited, specific medications, for their personal use only. However, in these situations, students who bring such medications to school must have it accompanied by a note from the doctor indicating the student has permission to bring the medication to school. The student must provide this permission/note to our school health room staff. Our Nurse and/or Health Room Assistant will advise the student accordingly,

based on the medications, dose, frequency, etc.

Students are strictly prohibited from dispensing the prescription/over the counter medications to other students. Violations of this rule will result in progressive discipline and associated consequences.

Homework

Students are expected to keep a record of homework assigned in their provided planner. Homework/assignments are also available for view via CANVAS and/or our online family portal (HAC). At North, we utilize homework as an opportunity for our students to apply their learning. This is an extension of our learning environment, and each student is expected to complete their homework/assignments in accordance with their teacher's expectations.

Family support of productive homework habits is important, and we appreciate this partnership as our students develop/refine their follow-up on assigned responsibilities. Below are a few tips to ensure that your STAR has what they need with regards to homework.

Success Tips:

- Establish a regular study time and find a quiet place to study
- Collaboratively establish, maintain, and regularly review a list of assignments including due dates
- Check off assignments as completed
- Place all materials together for return to school (binder)

Homework Requests

If a student is unable to attend school, homework can be requested by contacting the main office. Many teachers maintain assignments/homework on their CANVAS pages (by class). Please check these pages as part of your request.

Acceptable assignment/homework requests are:

- For students who will miss three or more consecutive school days
- Completed 48 hours in advance for planned absences and 24 hours in advance for emergency/illness/discipline related absences

Please Note: As we cannot replicate the classroom learning environment, available resources will lack context in terms of related instruction. We ask that our students do their best to complete assignments and seek the assistance of their teacher with any related questions.

Parents/Guardians, please allow adequate time for the office to gather homework from our North teachers. This can usually be done within 24 hours.

Language

Language used while on campus should be appropriate for our educational setting. Students will not use profanity or any form of racial or sexual language to communicate. If used, students should expect follow-up and possible assigned consequences depending on the severity of the situation.

Library

Welcome to the North Library! We are looking forward to a meaningful school year together as we celebrate one hundred years of service to our North community. Below is an outline of related to how and why our students regularly access and utilize our beautiful North Library.

Ways to come to the library:

- Students may come to the library with their class.
- Students may come to the library with a pass.
- Students may come to the library during their lunch break (when announced open).
- Students may come to the library before school as long as they have received permission from a North staff member.
- Students may briefly stop into our library after school but must do so quickly as buses depart within five minutes of our dismissal bell.

Expectations while in our library:

- No gum, food, or drinks are allowed in the library.
- Be respectful of people, resources, and time.
- Have a library purpose—your actions need to look like and sound like learning.

Checkout Policy:

- Use your six-digit school identification number to check out books.
- Students may check out two resources for up to two weeks.
- Fines will be charged for lost or damaged materials at replacement cost.
- Checked out items that are more than four weeks past due are considered lost.

Lost and Found

Please be sure to put your name on your property. Lost/found clothing items are kept on the rack located in our Commons. Books, notebooks, and all items with names on them are returned to the student. Valuable items (necklaces, rings, electronics, etc.) are kept in our North office. All unclaimed lost and found items are donated to a non-profit at various times during the year, often consistent with breaks. Some unclaimed items are repurposed to support other students/families and schools.

Messages to students

Please do not call the office to relay messages to your child unless it is urgent, including changes for how your child is to proceed home after school. Our office makes every attempt to deliver an urgent message in a manner that is private and appropriate to the situation. However, we cannot guarantee delivery and may need to consult further with our North administrative team for follow-up/next steps. In order to guarantee that a message is communicated, please call well in advance of our dismissal time.

Office Expectations

Our North office is a busy place as we serve over 700 students/families and our North team. As our office is a place of business, students should come to the office for business purposes only and

must remain respectful when in any portion of our office/hallways. Students are expected to enter quietly, show their pass to office staff or student assistant, sit quietly, and wait to be served by the needed staff member. Students can visit the office before school, lunch or after school without passes, but should not visit the office during passing times or class time unless they have a signed/confirmed pass.

Party Invitations

We request that party invitations not be handed out at school.

Physical Education

If part of their schedule, our North STARs participate in Physical Education (PE) daily. As with any class, being ready and physically participating in PE is an expectation. As such, jewelry that can be dangerous to the student/others, food/drinks, and gum are not allowed in our gyms.

PE lockers are provided to students to secure their belongings. Combination locks are provided, and we strictly ask that students not share their combine/code with any other student. While we utilize locks, please note that our locker rooms are not secure areas. They are simply changing spaces and restrooms. As always, we ask that students not bring/store valuables in this area.

Please Note: Our locker rooms are supervised by a member of our North team when students are using these spaces before/after PE. Otherwise, student access to our locker rooms is limited as adult supervision is not guaranteed. If a student is signed out/departing campus early while in PE, an administrator or other member of our North team will accompany the student to retrieve their belongings.

As noted above, cell phones and all other personal electronic devices are not allowed to be used in the locker room and PE classes (Policy 3245P). They should be off and in student backpacks per our district's cell phone policy.

Public Displays of Affection (PDA)

Public displays of affection can be embarrassing, distracting, and/or offensive to others. Simply stated, prolonged or intimate embraces are not appropriate or consistent with our purpose as a school. As noted, our school is an interdependent community and as such, each student is responsible for their actions in cultivating an environment that aligns with our *North Way*. Should students require continual warnings in relation to public displays of affection, their families will be contacted for a mutual meeting to discuss these reoccurring actions.

School Closure Procedures

In unplanned cases when the school must be closed due to weather conditions or for other reasons, information will be shared with families via messages through our Parent Square system (based on listed contact information), our North and district websites, social media postings, and announcements via local radio and TV stations.

For more information related to emergency closings and/or delayed start decisions, please [click here](#).

STAR Blocks: Our Monday through Thursday schedule utilizes a specific block of time that we refer to as STAR. The purpose of STAR is twofold as we utilize this designated time to connect in a non-graded setting and dedicate our focus on academic interventions and social-emotional learning. Every student has a dedicated STAR block, typically associated with their second period class.

On Mondays, we typically plan for the coming week and set related goals. STAR blocks on Tuesdays and Wednesdays are dedicated to academic interventions including the use of iReady Pro, an individualized 6-12 program focused on reading and math. Our Thursday STAR block is dedicated to social-emotional learning. In this regard, we focus on specific practices and mindsets related to “readiness,” one of our key priorities as a school.

Student Conductor (also see tardies, below)

North utilizes Student Conductor to help our students and staff monitor tardy incidents and hall/restroom passes. Student Conductor is a district approved software that is specifically designed to help students/staff/families better understand when a student is arriving to their classes. Currently, we utilize Student Conductor to monitor incidents of being tardy to class, cell/electronics violations, and hall/restroom passes.

Families receive an automated email from Student Conductor for tardy incidents and cell/electronics violations. Should family members have questions regarding the nature and/or details of any noted violation, they are encouraged to reach out. Administrators are often able to utilize video to confirm tardies and other related incidents.

Supplies (school and/or school related)

The school supply list is located on our North [website](#). As our school environment is specifically designed to maximize learning, materials that are brought on campus should be conducive to our common purpose. Any unnecessary or extra materials should be left at home.

Tardies (also see Student Conductor, above)

Our passing period between classes is four minutes. This provides students with needed time to walk from one end of our building to the other (including stopping at water fountains, connecting with friends, etc.). Students are considered late if they enter class after the tardy bell. When this occurs, students are redirected to one of our Student Conductor kiosks. Students use their student number to print a tardy pass. This pass includes the number of tardy incidents that they have been recorded (for the semester) and, if applicable, the assigned consequence. Students must provide this pass to their teacher as they enter their classroom.

As noted above, the Student Conductor system sends an automated message to families notifying them of this tardy. Like cell/electronics violations, we use the below framework to assign interventions and consequences for tardy incidents.

<i>Violation Type</i>	<i>Violation Count/Instance</i>	<i>Intervention/Assigned Consequence</i>
Tardy	1-4	Warning & email/txt to parent/guardian

	5-7	Lunch detention & email/txt to parent/guardian
	8-10	Friday after-school detention & email/txt to parent/guardian
	11+	In-School Suspension & email/txt to parent/guardian

Textbooks/Library Books

Students are responsible for all library and textbooks provided to them throughout the school year. Students are charged for lost or damaged books and can result in students being unable to check out additional materials.

Testing Schedules: This year, North will pilot the use of a consistent testing schedule that includes consistent times and practices. Students can expect to utilize this testing schedule each/every time we facilitate schoolwide testing including iReady diagnostics (September, December, and March) and State Testing in April/May. Testing blocks typically run from 90 minutes to 120 minutes. Most students will test with their fourth period class as this period is our best/only grade level specific block allowing us to test in grade specific classes. Please note that some students can expect to test in designated small groups that will be determined ahead of each assessment.

Transportation

The district's Transportation Department works with our transportation partner, Durham, to establish bus routes that safely and efficiently transport our students. Families with Transportation specific questions are encouraged to contact our EPS Transportation team ([click here](#) for more information).

Students who need to ride a bus home other than their assigned bus must bring a note to our North Office at the beginning of that school day. A special bus pass will be issued with the student's name and route/bus information. Students are not allowed on a different bus without a pass from our office.

Please note that we do conduct regular bus evacuation and safety drills. These typically occur during our morning/AM routes and all students are expected to participate in emergency exit procedure drills. Additionally, our STARS are asked to observe bus lane expectations. Specifically, we ask that our students not to cross between buses while on our North lot.

Transportation Behavior/Expectations:

Transportation is an essential service and provided at no cost. However, students must remain mindful that transportation to/from school is a privilege, not a right. We need to transport our students to/from school each day, but they are responsible for maintaining the safety of our buses. While riding buses to or from school, students shall observe all school rules, in addition to the specific rule affecting conduct and safety on buses.

Each student will be given a copy of the Everett Public Schools Student Responsibilities & Rights Policies which contains the bus riding rules. Violation of bus riding rules will result in progressive discipline:

- 1st Offense: Warning and /or detention, home-school communication initiated (subject to change dependent upon severity of behavior).

- 2nd Offense: Short-term bus suspension, home-school communication initiated.
- 3rd Offense: 1 to 2-week suspension from bus, home-school communication initiated.
- 4th offense: Bus suspension for the remainder of the semester/school year, home-school communication initiated.

Updated Student Information

As a school, we rely on updated/current contact information for each of our North students. In partnership, we ask all families to update contact information as soon as something changes. If you are unable to update online, please contact our North Registrar for assistance - (425)-385-4815.

It is vital that our office has updated Emergency release information. As part of our ongoing responsibilities to our students/families, we may only communicate with the guardians and emergency contacts listed on each student's contact information. Likewise, students will only be released to the contacts listed in our student information system. Incorrect information causes unfortunate challenges, especially during emergencies. We kindly ask all families to help in this regard by keeping your shared information updated with our North office.

Visitors

Families are always welcome to visit our campus and classrooms, however we ask that an appointment is made in advance. Visitors are required to check in at the office and are asked to wear a visitor tag while on campus. A visitor must always be in the presence of one of our North team members. Visitors do not work directly with any child (other than their own). Examples may include prearranged/brief class visits, meetings with members of our North team, and access to pre-approved events and groups like those performing for an assembly. Identification will be requested at time of visit.

- Classroom visits by guardians require advanced notice, scheduling with the teacher, and the approval of our principal.
- Students may not bring guests to school.

Volunteering

If an adult (18 years or older) wishes to volunteer at North, they may complete an application through the district website. <https://www.everettsd.org/domain/1452>. Like visitors, all volunteers are required to sign-in with our North office, wear a volunteer tag at all times, and comply with school-wide expectations, rules, and the purposes/responsibilities associated with volunteering.

Yearbooks

Yearbooks are created by our Yearbook/journalism class and are available/distributed at the end of the year. These will be advertised and available for a fee (paid to our North office). Prices vary from year-to-year.

GETTING INVOLVED IN ACTIVITIES

If you want to be a part of an after-school activity but are uncertain or your interests and/or a match, please consider talking with any member of our North team as we will be happy to listen and offer thoughts/recommendations. Options in this regard include our North athletics programs

and the many sports/teams we offer across the school year. Each team has a coach/coaches and each club/activity has a sponsor. A conversation with these coaches/sponsors is also a great place to start as you consider being involved in after school activities this year.

Athletics Teams/Seasons ([site link](#))

North has a long history of outstanding athletics teams, and our current teams/coaches are continuing that history of excellence. North currently participates in a middle school league that hosts four sports seasons. Students must have an ASB card, be passing all classes, get a sports physical from a medical provider, and complete the appropriate forms online or in the main office. Students and/or families are encouraged to contact our office/counselors about options for assistance with purchasing an ASB card. Sports physicals are valid for two (2) years. Some sports require tryouts, meaning that there are a set number of athletes selected for that particular season (Softball, Volleyball, Girls’ Basketball, and Boys’ Basketball).

Everett Public Schools recognizes the WIAA basic requirements for academic eligibility. Beyond the academic standard, athletes should be aware that their behavior both in the classroom and during the time they are participating in the athletic process is a reason for suspension from or dismissal from the privilege of participating in athletics. The Everett Public Schools Athletic Department expects our athletes to represent their school and themselves in the best possible manner, both in the classroom and in the athletic venue. Further academic eligibility information can be found in the Students’ Rights and Responsibilities Handbook and the Everett School District Athletic Code of Conduct.

2025/2026 Sports Seasons:

<u>Fall</u>	<u>Winter I</u>	<u>Winter II</u>	<u>Spring</u>
Football	Boys Basketball	Girls Basketball	*Track/Field
Softball	Girls Volleyball	*Wrestling	
*Cross Country	Boys Soccer		
	Girls Soccer		

**6th grade students may practice, but not compete in Cross Country, Wrestling and Track*

Spectators at Games/Matches

Students attending an athletic event or activity as a spectator without an adult are expected to respectfully wait for the 3:45pm start time of games/matches. Students are expected to positively support both of the competing teams, uphold our North expectations, remain in the spectator area, not interact with players, and remain on campus. Students not complying with expectations will be asked to leave the event. Once a student leaves the event, they are not permitted to return and may be subject to additional behavioral consequences including being excluded from future events. Students that are required to leave due to behavior are not permitted to return as a spectator for that game/match or any future games/matches.

After School Clubs

North proudly hosts a variety of clubs, open to all students. These may shift/change from year-to-

year but in general, the below clubs are sponsored/offered. Clubs meet on designated days of the week and may meet less frequently than weekly.

Gender and Sexuality Alliance (GSA)	Robotics	Drama	Academics
Multicultural specific	Art Club	Chess	Garden
Technology Student Association (TSA)	BIONIC	Fabric Arts	Game-based

Other After School Activities

All students staying after school are expected to attend a supervised activity or be with a staff member and leave campus immediately following the activity. Students absent on the day of the activity (or a majority of that day) are not allowed to participate in or attend any school activity.

Student Senate/ASB

The North Associated Student Body (ASB) is the executive board of students elected by their peers to represent them. The ASB President, Vice President, Secretary, and Treasurer positions are open to 7th and 8th grade students and are elected in the Spring. The Sergeant-At-Arms (representative) is a 6th grade position and is elected in the Fall.

ASB works in conjunction with the Student Senate to discuss and execute ideas for activities and service events for the school. The Senate is a decision-making group of students and a communication link for all students and administration. The ASB Senate works to create a positive school climate and appropriate student involvement activities including, but not limited to, community service projects, school beautification, school assemblies, and spirit activities.

ASB Advisor: Mrs. Overstreet

MONITORING ACADEMIC PROGRESS


Student Access: Students are required to monitor their academic progress on a regular basis. Opportunities to review, reflect, and plan are embedded parts of our near-daily STAR blocks. As part of these blocks, we teach and practice tools for self-organization, planning, reflection, and goal setting. Additionally, we utilize tools including our planners to help students develop and utilize the habit of writing down important reminders for future use. Planner checks are an often-employed practice as we inspect what we expect.

Family Access: Families are also encouraged to remain in contact including accessing digital updates related to ongoing academic progress and grades. This year, our Everett Public Schools have transitioned to Synergy as our new student information system. Families can connect to records via Synergy ParentVUE portal. To access ParentVUE, families will need to create an account. This past July, enrolled families in Everett received an activation email to set-up their ParentVUE accounts. If you did not receive that email or would like additional information related to Synergy, please reference our district’s related webpage at <https://www.everettsd.org/Page/43251>

Academic Terms & Progress Reporting: Our school year is divided into two academic terms, our fall

and spring semesters. Dates related to our 2025/2026 school year are included below. Within each semester is a midpoint progress report designed to help students understand how they are progressing halfway through each semester.

At the end of each semester, students will receive a report card. First semester report cards are sent home via students in early February. Second semester report cards are mailed home at the end of the school year.

	<p>First Semester (begins 8/27/25) Semester midpoint: 10/24/25 First semester ends: 1/22/26</p> <p>Second Semester (begins 1/26/26) Semester midpoint: 4/3/26 Second semester ends: 6/15/26</p>
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Additionally, as part of our STAR blocks, and Naviance lessons students learn to calculate their Grade Point Average (GPA) and research/compile other needed information.

Students can use the following scale to calculate their GPA:

A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.
B-	2.7	D-	0.7
C	2.3	F	0.0

HIGH SCHOOL READINESS

At North, we stress the “habits and patterns” needed for development in the middle grades. Prior to high school, students must develop successful patterns for attendance, organization, and resilience as together, these form the foundation for success in 9th grade and beyond. Academic success in 8th grade is the strongest predictor of success in high school and beyond. As such, our expectations continually and purposefully rise as students advance from 6th to 7th to 8th grades.

Below are four ways that every middle school student can boost their future success while at North:

1. Explore the variety of high school credit options available. If a student/family has questions, please talk to one of our counselors.
2. Focus on building good study habits including completing homework, taking pride in completed work, and asking for help when needs arise.
3. Regularly attend classes and be on time – We aim for attendance rates at/above 95%. That includes attending 19 of 20 days (no more than one absence each month).

4. Behavior matters – Students must learn “time, place, person.” Is this the right time for that behavior? Is this the right setting/place for that behavior? Is this the right person to engage with in that behavior? When students frame these filters ahead of making decisions, they often make outstanding choices and learn to navigate peer influences and impulses.

High School Success Indicators

The following levels and indicators are intended to be a guide for students and their families in preparing for a successful high school experience, which leads to future readiness.

Well Prepared

- Earns a “B” level grade or higher in all classes
- Taking 2 or more advanced pathway or high school level courses
- Level 4 on two or more state required assessments; Level 3 on remaining
- Passing Washington State History in middle school (preferably, 7th grade)
- Regular, consistent, and timely attendance [95% or better]

Meets Readiness

- Earns “C” level grade or higher in all classes
- Taking 1 advanced pathway or high school level courses
- Level 3 or better on all state required assessments
- Passing Washington State History in middle school
- Regular, consistent, and timely attendance [95% or better]

Approaching Readiness

- Earns “D” level grade or higher in all classes
- Level 2 or better on all state required assessments
- Has yet to pass Washington State History in middle school
- Consistent, and timely attendance [90% or better]

At-Risk for not being Ready

- Earns “F” level grade or higher in all classes
- Does not meet standard on one or more state required assessments
- Has yet to pass Washington State History in middle school
- Inconsistent and irregular attendance [below 90% attendance]

STUDENT ATTENDANCE ([POLICY 3122](#))

Attendance is a critical component for student success. We expect all students to attend every day on time. Regular, consistent, timely attendance is essential to school success, student learning and future habits. When students arrive in the classroom, it is expected that they will immediately begin to prepare for the start of the day or the period and be ready to engage in the learning

process when the school day or period officially begins.

State Attendance and the BECCA Law (RCW 28A.225.020-030)

The RCW Chapter 28A.225 of the Washington State Compulsory Attendance Law (BECCA Bill) specifies that guardians have the primary responsibility for ensuring the attendance of their children at school. The law further states that students shall be regular and punctual in attendance. The attendance procedures at North Middle School are designed to assist guardians in carrying out this responsibility. Missing school for any reason negatively impacts learning, achievement, and grades. The Washington state truancy law states “all students between the ages of 8-18 must be enrolled and attending school.”

Reporting an Excused Absence

If a student needs to miss school for a valid reason, it is the responsibility of the parent/guardian to contact the attendance office with the excusal. This can be a phone call, email, or email response to our daily/automated message.

The following are valid excuses for absences and tardiness:

- Participation in a district or school-approved activity or instructional program
- Illness, health condition or medical emergency or appointment
- Family emergency
- Religious or cultural purposes
- Court
- Absence resulting from a disciplinary/corrective action
- Administration and family mutually agreed upon approved activity

In Writing? Parent/guardians may contact the school in writing to provide an explanation for a student absence. Written contact can be in the form of a hand-written note, an email sent from the parent/guardian’s email address or sent by fax. The written note should contain the following information: Student name, ID number, date(s) of absence, reason for absence, guardian name, guardian signature (for hand-written note or fax), and guardian phone number.

- A written note must be turned into the attendance office
- An email may be sent to NORAttendance@everettsd.org
- A fax may be sent to (425) 385-4802—attention attendance office

By Phone? Parents/guardians may call the attendance line and provide an explanation for a student absence. Call (425)385-4805 and ask for the attendance office. The parent/guardian contact will be recorded in writing by school staff to excuse the absence. Anyone needing language assistance to provide a written note may use the district’s Communication Line for Non-English-speaking families by calling (425) 385-4011.

Prearranged Absence

Attendance in classes is vital to student academic success. Families are encouraged to schedule vacations or travel at times when school is not in session whenever possible. If travel must occur while school is in session, it must be prearranged prior to the absence and approved by the administration. Five (5) school days may be approved by the administration each school year.

- Pre-arranged absence forms are available in the office for students planning to miss 3 or more days

- The pre-arranged absence form must be signed by the guardian, as well as each teacher
- Students are expected to make up assignments

Early Dismissal

Identification is required to sign a student out. To report an early dismissal, a student is expected to bring a note from their guardian to the attendance office before school. Students are given an early dismissal slip to present to the teacher. A parent/guardian must sign the student out in the office or give written permission for the student to walk or ride the city bus home.

After School Events

Students who are absent from school are not permitted to attend or participate in any after school events without prior administrator approval.

Response to Student's Failure to Attend School (Unexcused Absence)

Notice to Parent/Guardian

The parent/guardian will be informed by a notice in writing or by telephone whenever the student has failed to attend school after one (1) unexcused absence within any month

- After three (3) unexcused absences within any month of the school year, a conference will be held between the guardian, student and a school office designee.
- After five (5) unexcused absences in a month, the school will enter into an agreement with the student and guardian that established attendance requirements, refer the student to a Community Truancy Board, or file a petition with BECCA
- No later than the seventh (7) unexcused absence within any month or 15 accumulated unexcused absences in a school year, the school will file a BECCA petition.

Unexcused Absences

An unexcused absence includes but is not limited to the following:

- Over sleeping
- Missing the bus
- Not having a ride to school
- Taking care of a sibling
- Truancy: Students whose absence is not excused by a guardian. Students may be assigned make-up time outside of the regular school day.

Excessive Tardies

An excessive number of tardies negatively affects a student's academic performance. Tardiness also requires the teacher to interrupt instruction for other students to assimilate the late student into class. The guidelines for enforcing attendance hold for students who are tardy to school as well. Any student not in their first period class by 8:15am shall be considered late and tardy to school.

We will be using the Student Conductor System to track and assign lunch and Friday after-school detentions for excessive tardies. We strive to not assign any disciplinary consequence in excess of detention. However, if a student's tardy behaviors purposefully cause continued disruptions to the learning/opportunities of others, consequences beyond detention will be considered after family/student/administrator meetings occur. Please see Student Conductor section on Page 16 for

specific consequences.

EMERGENCY PROCEDURES ([RCW 28A.320.125](#) AND [POLICY 3430](#))

The RCW 28A.320.125 states “The legislature considers it to be a matter of public safety for public schools and staff to have current safe school plans and procedures in place, fully consistent with federal law.”

Each year, North will conduct Shelter in Place, Lockdown, Earthquake, and Evacuation Drills to help prepare students and staff in case of a true emergency.

During an emergency drill or situation, our students follow procedures and staff directions. As part of these expectations, our students are asked to minimize talk/discussion during an emergency drill as directions are being communicated. When the drill has concluded, students/classes return to the building in the same quiet manner, following the directions of their teacher.

During emergency drills/incidents, our North STARs are expected to:

- Follow staff directions
- Know the proper exit/evacuation routes and proper assembly area
- Walk from the building quietly and quickly in a single file line
- Report to the designated area for their block/2nd period class
- Wait on the field until the “all clear” is given
- Walk quickly and quietly back to the classroom

DRESS CODE POLICY ([POLICY 3224](#))

Student dress is regulated to preserve a beneficial learning environment and to ensure the safety and well-being of all students. Student dress which presents a health or safety hazard, damages school property, or creates a material and substantial disruption to the educational process is prohibited per Everett Public Schools policy 3224.

The emphasis of this policy is on equitable treatment of all students and staff as well as regulation of dress that is free from bias. This includes the values that:

- Students should be able to dress and style their hair in a manner that positively represents themselves.
- Students and staff are responsible for managing their personal distractions.
- Students should not face unnecessary barriers to class attendance.

Students will no longer be disciplined or removed from class as a consequence for their attire unless attempts to enforce the above policy are met with defiance. Staff will use reasonable efforts to avoid shaming students in front of other students and utilize dress code concerns as a teachable moment rather than a disciplinary event. If students dress is not in compliance with school guidelines, they will be asked to make appropriate corrections and families will be notified. Families may be asked to bring a replacement item of clothing to school.

Students must wear:

- Top (shirt, blouse, sweater, sweatshirt, tank, etc.)
- Bottom (pants, shorts, skirts, dress, etc.)
- Footwear

Students may not wear attire that intentionally shows private parts, presents a health or safety hazard, and/or would contribute to a hostile or intimidating school environment. Hostile or intimidating can include writing, pictures, any other insignia that make explicit or offensive reference to sex or bodily functions; contain profanity; shows evidence of membership in/affiliation with a gang; advocates racial, ethnic or religious prejudice; promotes the use of drugs, alcohol, tobacco or marijuana products; or displays weapons.

Student attire enforcement will not create disparities in class time or increase marginalization of any group. No student shall be referred to as a “distraction” due to their attire.

These standards will be applied in a consistent and nondiscriminatory manner. Any student who is aggrieved by corrective action or discipline for dress code violations may appeal according to procedures in the Student Rights and Responsibilities policy 3200.

HARASSMENT, INTIMIDATION, AND BULLYING ([POLICY 3204](#) AND [PROCEDURE 3204P](#))

Schools are meant to be safe and inclusive environments where all students are protected from Harassment, Intimidation, and Bullying (HIB), including in the classroom, on the school bus, in school sports, and during other school activities. This section defines HIB, explains what to do when you see or experience it, and our school’s process for responding to it.

What is HIB?

HIB is any intentional electronic, written, verbal, or physical act of a student that:

- Physically harms another student or damages their property;
- Has the effect of greatly interfering with another student’s education; or
- Is so severe, persistent, or significant that it creates an intimidating or threatening education environment for other students.

HIB generally involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated. HIB is not allowed, by law, in our schools.

How can I make a report or complaint about HIB?

Talk to any school staff member (consider starting with whoever you are most comfortable with!)

You may use our district’s [reporting form](#) to share concerns about HIB, but reports about HIB can be made in writing or verbally. Your report can be made anonymously, if you are uncomfortable revealing your identity, or confidentially if you prefer it not be shared with other students involved with the report. No disciplinary action will be taken against another student based **solely** on an anonymous or confidential report.

If a staff member is notified of, observes, overhears, or otherwise witnesses HIB, they must take prompt and appropriate action to stop the HIB behavior and to prevent it from happening again. Our district also has a HIB Compliance Officer who supports prevention and response to HIB: Dani Mundell, DMundell2@everettsd.org, 425-385-4260.

What happens after I make a report about HIB?

If you report HIB, school staff must attempt to resolve the concerns. If the concerns are resolved, then no further action may be necessary. However, if you feel that you or someone you know is the victim of unresolved, severe, or persistent HIB that requires further investigation and action, then you should request an official HIB investigation.

Also, the school must take actions to ensure that those who report HIB don't experience retaliation.

What is the investigation process?

When you HIB-specific report/complaint, the HIB Compliance Officer or staff member leading the investigation must notify the families of the students involved with the complaint and must make sure a prompt and thorough investigation takes place. The investigation must be completed within five (5) school days unless you agree on a different timeline. If your complaint involves circumstances that require a longer investigation, the district will notify you with the anticipated date for their response.

When the investigation is complete, the HIB Compliance Officer or the staff member leading the investigation must provide you with the outcomes of the investigation within two (2) school days. This response should include:

- A summary of the results of the investigation;
- A determination of whether the HIB is substantiated;
- Any corrective measures or remedies needed; and
- Clear information about how you can appeal the decision.

What are the next steps if I disagree with the outcome?

- **For the student designated as the "targeted student" in a complaint:** If you do not agree with the school district's decision, you may appeal against the decision and include any additional information regarding the complaint to the superintendent, or the person assigned to lead the appeal, and then to the school board.
- **For the student designated as the "aggressor" in a complaint:** A student found to be an "aggressor" in a HIB complaint may not appeal the decision of a HIB investigation. They can, however, appeal corrective actions that result from the findings of the HIB investigation.

For more information about the HIB complaint process, including important timelines, please see the district's [HIB webpage](#) or the district's HIB [Policy 3204](#) and [Procedure 3204P](#).

Our School Stands Against Discrimination

Discrimination can happen when someone is treated differently or unfairly because they are part of a **protected class**, including their race, color, national origin, sex, gender identity, gender

expression, sexual orientation, religion, creed, disability, use of a service animal, or veteran or military status.

What is discriminatory harassment?

Discriminatory harassment can include teasing and name-calling; graphic and written statements; or other conduct that may be physically threatening, harmful, or humiliating. Discriminatory harassment happens when the conduct is based on a student's protected class and is serious enough to create a hostile environment. A **hostile environment** is created when conduct is so severe, pervasive, or persistent that it limits a student's ability to participate in, or benefit from, the school's services, activities, or opportunities.

Click on the links to review the district's Nondiscrimination [Policy 3210](#) and [Procedure 3210P](#).

What is sexual harassment?

Sexual harassment is any unwelcome conduct or communication that is sexual in nature and substantially interferes with a student's educational performance or creates an intimidating or hostile environment. Sexual harassment can also occur when a student is led to believe they must submit to unwelcome sexual conduct or communication to gain something in return, such as a grade or a place on a sports team.

Examples of sexual harassment can include pressuring a person for sexual actions or favors; unwelcome touching of a sexual nature; graphic or written statements of a sexual nature; distributing sexually explicit texts, e-mails, or pictures; making sexual jokes, rumors, or suggestive remarks; and physical violence, including rape and sexual assault.

Our schools do not discriminate based on sex and prohibit sex discrimination in all of our education programs and employment, as required by Title IX and state law.

Click the link to review the district's Sexual Harassment [Policy 3205](#) and [Procedure 3205P](#).

What should my school do about discriminatory and sexual harassment?

When a school becomes aware of possible discriminatory or sexual harassment, it must investigate and stop the harassment. The school must address any effects the harassment had on the student at school, including eliminating the hostile environment, and make sure that the harassment does not happen again.

What can I do if I'm concerned about discrimination or harassment?

Talk to a coordinator or submit a written complaint. You may contact the following school district staff members to report your concerns, ask questions, or learn more about how to resolve your concerns.

Concerns about discrimination:

Civil Rights Coordinator: Chad Golden, Executive Director of Human Resources, 425-385-4100, CGolden@everettsd.org, PO Box 2098, Everett WA 98213

Concerns about sex discrimination, including sexual harassment:

Title IX Coordinator: Chad Golden, Executive Director of Human Resources, 425-385-4100, CGolden@everettsd.org, PO Box 2098, Everett WA 98213

Concerns about disability discrimination:

Section 504 Coordinator: Dave Peters, Director of Student Services, 425-385-4063, DPeters@everettsd.org, PO Box 2098, Everett WA 98213

Concerns about discrimination based on gender identity: Joi Odom Grant, Director Diversity, Equity, and Inclusion, 425-385-4000, jgrant@everettsd.org, PO Box 2098, Everett WA 98213

To **submit a written complaint**, describe the conduct or incident that may be discriminatory and send it by mail, fax, email, or hand delivery to the school principal, district superintendent, or civil rights coordinator. Submit the complaint as soon as possible for a prompt investigation, and within one (1) year of the conduct or incident.

What happens after I file a discrimination complaint?

The Civil Rights Coordinator will give you a copy of the school district's discrimination complaint procedure. The Civil Rights Coordinator must make sure a prompt and thorough investigation takes place. The investigation must be completed within 30 calendar days unless you agree to a different timeline. If your complaint involves exceptional circumstances that require a longer investigation, the Civil Rights Coordinator will notify you in writing with the anticipated date for their response.

When the investigation is complete, the school district superintendent or the staff member leading the investigation will send you a written response. This response will include:

- A summary of the results of the investigation;
- A determination of whether the school district failed to comply with civil rights laws;
- Any corrective measures or remedies needed; and
- Notice about how you can appeal the decision.

What are the next steps if I disagree with the outcome?

If you do not agree with the outcome of your complaint, you may appeal the decision to a hearing officer designated by the superintendent and then to the Office of Superintendent of Public Instruction (OSPI). More information about this process, including important timelines, is included in the district's Nondiscrimination [Procedure 3210P](#) and Sexual Harassment [Procedure 3205P](#).

I already submitted an HIB complaint – what will my school do?

Harassment, intimidation, or bullying (HIB) can also be discrimination if it's related to a protected class. If you give your school a written report of HIB that involves discrimination or sexual harassment, your school will notify the Civil Rights Coordinator. The school district will investigate the complaint using both the Nondiscrimination [Procedure 3210P](#) and the HIB [Procedure 3204P](#) to **fully resolve your complaint**.

Who else can help with HIB or Discrimination Concerns?
Office of Superintendent of Public Instruction (OSPI)

All reports must start locally at the school or district level. However, OSPI can assist students, families, communities, and school staff with questions about state law, the HIB complaint process, and the discrimination and sexual harassment complaint processes.

OSPI School Safety Center (For questions about harassment, intimidation, and bullying)

- Website: ospi.k12.wa.us/student-success/health-safety/school-safety-center
- Email: schoolsafety@k12.wa.us
- Phone: 360-725-6068

OSPI Equity and Civil Rights Office (For questions about discrimination and sexual harassment)

- Website: ospi.k12.wa.us/policy-funding/equity-and-civil-rights
- Email: equity@k12.wa.us
- Phone: 360-725-6162

Washington State Governor’s Office of the Education Ombuds (OEO)

The Washington State Governor’s Office of the Education Ombuds works with families, communities, and schools to address problems together so every student can fully participate and thrive in Washington’s K-12 public schools. OEO provides informal conflict resolution tools, coaching, facilitation, and training about family, community engagement, and systems advocacy.

- Website: <https://www.oeo.wa.gov/en>
- Email: oeoinfo@gov.wa.gov
- Phone: 1-866-297-2597

U.S. Department of Education, Office for Civil Rights (OCR)

The U.S. Department of Education, Office for Civil Rights (OCR) enforces federal nondiscrimination laws in public schools, including those that prohibit discrimination based on sex, race, color, national origin, disability, and age. OCR also has a discrimination complaint process.

- Website: <https://www2.ed.gov/about/offices/list/ocr/index.html>
- Email: OCR@ed.gov
- Phone: 800-421-3481

Our Schools are Gender-Inclusive

In Washington, all students have the right to be treated consistent with their gender identity at school.

Our schools will:

- Address students by their requested name and pronouns, with or without a legal name change.
- Change a student’s gender designation and have their gender accurately reflected in school records.
- Allow students to use restrooms and locker rooms that align with their gender identity and/or, as requested, provide a private restroom(s) for use.
- Allow students to participate in sports, physical education courses, field trips, and overnight trips in accordance with their gender identity.
- Keep health and education information confidential and private.

- Respect and honor students in their wearing of clothing that reflects their gender identity and apply dress codes without regard to a student's gender or perceived gender.
- Protect students from teasing, bullying, or harassment based on their gender or gender identity.

Click to review the district's Gender-Inclusive Schools [Policy 3213](#) and [Procedure 3213P](#). If you have questions or concerns, please contact the Gender-Inclusive Schools Coordinator: Joi Odom Grant, Director Diversity, Equity, and Inclusion, 425-385-4000, jgrant@everettsd.org, PO Box 2098, Everett WA 98213

For concerns about discrimination or discriminatory harassment based on gender identity or gender expression, please see the information above.

DANGEROUS WEAPONS ([RCW 28A. 600.420](#))

Pursuant to State Law, students who possess or carry onto school premises, school-provided transportation, or areas of facilities being used exclusively by public or private schools any firearms, other dangerous weapons, nunchaku sticks, throwing stars, air guns, or other projectiles shall be subject to expulsion.

EPS Board Policy [3300P](#) states "In accordance with RCW 28A.600.420, a school district must expel a student for no less than one (1) year if the district has determined that the student has carried or possessed a firearm on school premises, school-provided transportation, or areas of facilities while being used exclusively by public schools. The superintendent may modify the expulsion on a case-by-case basis."

SEARCHES OF STUDENTS AND THEIR PROPERTY ([POLICY 3231](#))

Policy 3231 states "All students shall be free from unreasonable searches of their persons, clothing, and other personal property. However, a student and a student's possessions are subject to search by an administrator (including designee) if reasonable grounds exist to suspect that the search will yield evidence of a student's violation of the law or school rules governing student conduct. A search is mandatory if there are reasonable grounds to suspect a student possesses a firearm."

We respect students' rights and privacy and have policies and procedures that govern searches. From time to time, it is necessary to conduct a search. PE lockers, desks, and other school storage areas belong to the district and therefore students do not have the right to privacy in those areas. Those areas may be searched at any time for administrative or welfare reasons. These searches can be done without suspicion of a violation of the law or school rules and without prior notice.

Please Note: Information listed as part of this handbook is current to the date of publishing/communication. However, this information is subject to change as policies and procedures are updated. For access to all updated/current policies, please [click here](#).

All students and guardians are expected to read the Everett Public Schools Student Responsibilities and Rights handbook provided to each student at the beginning of the school year or upon enrollment.

This image shows a full page of blank handwriting practice paper. It features 20 evenly spaced, horizontal black lines across the entire width of the page. The lines are thin and consistent in thickness, providing a guide for letter height and placement. There are no margins, text, or other markings on the paper.