



HENRY M. JACKSON HIGH SCHOOL

1508 136th Street SE

Mill Creek, WA 98012

Phone (425) 385-7000 ▪ Fax (425) 385-7002

DAVE PETERS
Principal

MICHELLE RENÉE
Asst. Principal, 12th

BLYTHE YOUNG
Asst. Principal, 11th

NIKI CASSARO
Asst. Principal, 10th

SHAUN MONAGHAN
Asst. Principal, 9th

Dear Timberwolves,

Student parking is a scarce resource at Jackson High School. We have just over 300 parking spaces in the main lot and a little over 100 spaces in the upper lot near the baseball fields. To minimize the number of potential refunds, we are modifying the student parking process slightly.

General Parking Information

- There are two types of student parking permits issued: **Main Lot** (\$50) and **Upper Lot** (\$30).
- **ZERO HOUR CLASS** seniors who purchase and juniors who register for a parking permit by August 30th will be guaranteed a Main Lot permit. Note: Zero-hour Juniors will be guaranteed a Main Lot permit only while enrolled in a zero-hour class.
- **SENIORS** who purchase a permit on or before August 30th will be assigned an impartial, randomly generated number and ranked in order from lowest to highest. Main Lot permits will be issued from this list until they are exhausted, and further remaining Senior requests will be issued Upper Lot permits. Students will receive their permits during the first week of school. These seniors will have the option of remaining on a waitlist for a Main Lot permit, or they can request a refund (at any time) for the \$20 difference. NOTE: The student will be moved to the end of the waitlist if they request a refund.
- **JUNIORS** who register for a permit on or before August 30th will be assigned an impartial, randomly generated number and ranked in order from lowest to highest. Remaining Main and Upper Lot permits will be assigned from this list until they are exhausted. Any juniors who do not receive a permit from the random number process will be placed on a waitlist for an available Upper Lot permit according to their lottery number. The list of juniors who have been assigned a parking space will be posted outside the ASB office starting the first day of school, and they will have until September 15th to purchase and pick up their permit.
- **SOPHOMORE** students will be eligible to purchase any remaining Upper Lot parking permits starting October 2nd (or have themselves added to the waitlist as applicable).
- **PARTIAL SCHEDULE STUDENTS** who attend Jackson classes for 1-2 periods per day (who are eligible according to the process above) should expect to be assigned a shared parking stall with another partial-schedule student.

The ASB secretary will be available for parking permit registrations and payments on the following dates from 9 am to 1 pm: August 14, 16, 18, 21, 23, 25, 28 and 30. Please contact me if you have questions.

Sincerely,

Shaun P. Monaghan

Assistant Principal, Henry M. Jackson High School

smonaghan@everettsd.org / 425-385-7001



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2017-2018 Student Parking Permit Contract

Main Lot Parking Spaces (Numbers 1 - 309): \$50
Upper Lot Parking Spaces: (Numbers 310 – 415) \$30

When registering and/or paying the parking permit fee, students must have the following paperwork prepared to submit:

- 2017 – 2018 Jackson High School Parking Contract
- 2017 – 2018 Student Vehicle Registration
- A photocopy of your Current Driver's License
- A photocopy of your Proof of Insurance

Please contact us should you have any questions.

Thank you!

Students without a permit, staff, substitutes, parents, and visitors are not permitted to park in student spaces during the school day or within 60 minutes before school hours.

Assignment of Parking Spaces

Parking spaces will be randomly assigned and hangers will be ready for pick-up on the first day of school, September 6th in the ASB office before school, during lunch, and after school. Parking will be enforced beginning on Monday, September 11th.

Rights and Responsibilities

Students who purchase a parking permit have the right to park in their assigned space during school hours and the responsibility to obey all posted signs and traffic rules. Students also have the responsibility to make sure their hanger is hung on their rear view mirror and is clearly visible from outside their car. They are also responsible for parking only in their assigned space and making sure they are parked within the white lines of their space. Students are also responsible for arriving to school on-time and attending classes. If a student has five unexcused absences, his or her parking permit will be pulled for two weeks. After eight unexcused absences, the student will lose his or her parking permit for the rest of the school year. Chronic tardiness may also result in the loss of the parking permit. Refunds will not be given for parking permits lost due to attendance issues.

Violations

Any student who fails to display a proper hanger that is visible from outside the car, parks outside the white lines of their assigned space, or parks in a space other than their assigned space will be ticketed. This includes all reserved spaces, all designated staff and visitor spaces, and all spaces associated with Heatherwood Middle School. Students with multiple parking violations will have their pass revoked without a refund and be denied the right to purchase a parking pass for one year. **We will begin enforcing the parking policy on Monday, September 11th.**

Space Occupied by Another Car

If another car parks in your space, you should park near the Heatherwood tennis courts in the spaces numbered between 700 and 722. Write down your license plate number and the space number and report this to the main office. This will prevent you from getting a ticket. We will ticket and/or tow the car parked in your space.

STUDENTS ARE NOT PERMITTED TO PARK IN THE FOLLOWING AREAS

Staff Parking

Staff who work at Jackson High School are required to park in designated staff areas. These spaces are numbered in the 500's in the front of the building and 600's in the back of the building. A staff parking permit is required to park in these spaces. **Students, parents, and visitors are not permitted to park in spaces designated as "staff only" during school hours or within 60 minutes before school begins.**

North Staff/Visitor Parking Lot

The small lot north of the tennis courts (numbered in the 500's) is also open to staff and visitors. Visitors who park in this lot should report their license plate number and space number to a secretary in the main office to avoid a ticket. **Students are not permitted to park in these spaces during school hours or within 60 minutes before school begins.**

Reserved Parking

These parking spaces are reserved for specific staff members who arrive early, need to travel and return during the day, or are here beyond the normal school day. **Non-designated staff, subs, students, parents, and visitors, are not permitted to park in these spaces.**

Please report any issues to the secretaries in the main office.

Thank you for your cooperation,



Shaun Monaghan

Assistant Principal, Henry M. Jackson High School

2017-2018 Jackson High School Parking Contract

My signature below indicates I have read and understood the "2017-2018 Jackson High School Parking Contract" information and agree to abide by the rules and responsibilities listed in that document.

_____	_____	_____
Printed Student Name	Student Signature	Date
_____	_____	_____
Printed Parent Name	Parent Signature	Date

HENRY M. JACKSON HIGH SCHOOL

2017-2018 STUDENT VEHICLE REGISTRATION

Student Information (please print)

Name:	
Student ID#:	Grade (circle one): 11 12
Street Address:	
City / State / ZIP:	
Home Phone:	
Other Phone(s):	
E-Mail Address:	

Vehicle Information (must be complete for EACH vehicle PRIOR to registration)

Auto Insurance:			Permit Permit #:
Make:	Model:	Color:	License Plate #:
Make:	Model:	Color:	License Plate #:
Make:	Model:	Color:	License Plate #:

Campus Parking Guidelines

Important: Student parking on the JHS campus is a privilege!

This privilege may be suspended or revoked at any time by HM Jackson High School administration if a student fails to meet JHS campus expectations described in the Student Handbook and/or fails to follow these guidelines:

1. **Responsibility:** The student authorized by this form to drive must take responsibility for their vehicle being mechanically safe and operated in a safe/mature manner. All occupants must wear seatbelts.
2. **Registration / Permit Hangers:** The hanger identified on this registration form may only be used in the above vehicles (not in another student's vehicle). Loaning your parking hanger to another student may be grounds for revocation of parking privileges. The hanger must be positioned on the rearview mirror, clearly visible from the vehicle front. Dash, seats, or floor are not acceptable. A lost or stolen hanger may be replaced for \$40.00. You must register any new vehicle prior to parking it on campus.
3. **Withdrawn from JHS:** If you withdraw from JHS, you must turn in their parking pass to the ASB Secretary/Treasurer. Your pass cannot be transferred to another student.
4. **Liability:** If you choose to drive and park on the JHS campus, do so at your own risk. The Everett School District and JHS are not responsible for lost, damaged, or stolen property. Vehicles should be secured to protect the parking hanger and personal items.
5. **Closed Campus:** Student vehicles are to be parked upon arrival at school and removed following the student's last class. Students, other than those who depart for special off-campus education, must have an excuse from the Attendance Office or an Open Campus permit/sticker before they may leave campus during the academic day. **Parking lots are not open to students during school hours and cars are not to be used as lockers. Violation of this policy may result in the loss of your parking permit.**
6. **Parking Courtesy:** Your vehicle must be parked within designated (lines) spaces. Care must be taken to avoid blocking adjacent parking spaces and/or fire and traffic lanes. Use of Handicapped parking spaces requires a valid Washington State Handicapped parking hanger.
7. **Student parking is prohibited in the following areas:** Staff and Visitor spaces, service areas, fire lanes, bus zones, and other unmarked areas. Your car will be ticketed and towed. Your parking hanger is color coded for the parking lot you are allowed to use. You will receive a violation ticket (\$50) if you are in the wrong lot.
8. **Penalties:** Failure to observe the above conditions may result in one or more of the following:
 - a) 1st ticket \$50.00
 - b) 2nd ticket \$50.00 and a call to parent/guardian
 - c) 3rd violation/ticket may result in towing the vehicle off campus at student's expense
9. **Attendance:** If a student has five unexcused absences, his or her parking permit will be pulled for two weeks. After eight unexcused absences, the student will lose his or her parking permit for the rest of the school year. Chronic tardiness may also result in the loss of the parking permit. Refunds will not be given for parking permits lost due to attendance issues.

COPY OF CURRENT DRIVER'S LICENSE AND INSURANCE MUST BE ATTACHED.

Agreement and Signatures

"I have read and agree to abide by the above rules/guidelines, and I certify that each vehicle listed above is owned, registered to, and insured by our family."

Student Name (printed)

Parent/Guardian Name (printed)

Student Signature

Parent/Guardian Signature