

# Everett High School

“School of Champions”

2416 Colby Avenue  
Everett, WA 98201  
PH: 425-385-4400



## Student Handbook 2012-2013

### ALMA MATER

E-V-E-R-E-T-T stands for Everett High  
I am an Everett man born,  
An Everett man till I die.  
So let us shout once more,  
Shout till the echoes reach the sky!  
All together, let us holler,  
Rah, Rah, Everett High.

School Colors: Blue and Gold  
Mascot: Seagull

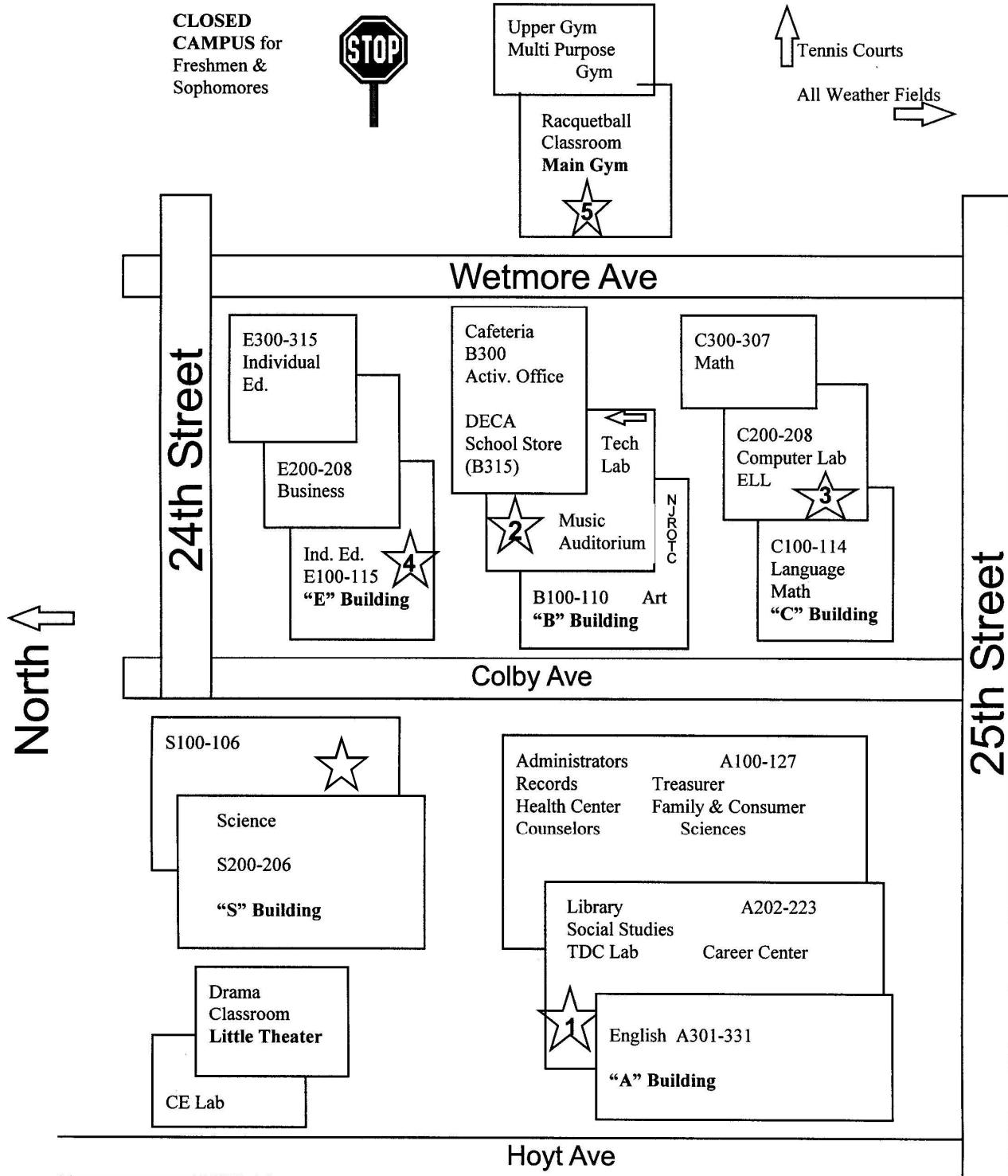
*“Trust, Honor and Respect”*

This handbook belongs to:

Name \_\_\_\_\_ Student #: \_\_\_\_\_

State and federal law prohibits discrimination. The Everett School District No. 2 complies with all federal and state rules and regulations and does not discriminate on the basis of gender, race, creed, color, national origin, sexual orientation, marital status, age, religion, or disability. This holds true for all district employment and opportunities. Inquiries regarding compliance procedures may be directed to the school district's Affirmative Action Officer, 3715 Oakes Avenue, Everett, WA 98201

# Everett High School



AED –

Automatic External Defibrillators (Heart saving device)

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**Go Seagulls**



## **Phone List**

Everett High School	385-4400
Office FAX	385-4402

### **Administration**

Principal – Sally Lancaster	385-4401
Assistant Principal – Ian Freeman	385-4491
Assistant Principal – Matt Oberst	385-4489
Assistant Principal – Tarra Patrick	385-4492

### **Offices**

Activities Coordinator – Shelly Waller	385-4414
Athletic Secretary – Jodie Sievers	385-4426
Attendance – Chris Mullen	385-4419
Counseling Office – Kathy Dinwiddie	385-4410
Discipline Secretary– Rebecca Kippenhan	385-4438
Health Center – Judy Rettenmier	385-4406
Library – Deb Payne	385-4488
Records/Registrar – Carol Freitas	385-4415

### **Department Heads**

English – John Acosta
Social Studies – Don Wilson
Special Education – Tricia Percival
CTE – Corie Gudgen
Math – Kathy Anderson
Fine Arts – Greg Stair
World Language – Jim Lockman
Physical Education – Jo Levin
Science – Brad Kernan/Nicole Carter/Kelly McCoy
Counseling- Pam Piatz

### **Counseling Department**

Kendall Berry	Counselor	385-4420
Lillian Ortiz-Self	Counselor	385-4422
Pam Piatz	Counselor	385-4423
Gretchen Stiger	Counselor	385-4421
Pam Parker	Psychologist	385-4424
Barbara Elder	Career Specialist	385-4436
Jennifer Chambers	Work Based Learning Opportunities	385-4413
Shawna Clark	Drug & Alcohol Counselor	385-4425
Dayna Weir	On-Time graduation Success Coordinator	385-4426

**Complete list of teacher phone numbers on our web site:** <http://cms.everett.k12.wa.us/everetthigh>

## RESOURCES

CARE CRISIS LINE	800-584-3578
CENTER FOR BATTERED WOMEN (Domestic Violence Services)	425-258-4357 425-252-2873
CHILD PROTECTIVE SERVICES (Family reconciliation also available)	866-280-6714
COMMUNITY HEALTH CENTER (Everett)	425-258-1830
COMMUNITY RESOURCES	800-223-8145
DISPUTE RESOLUTION CENTER (Teen/teen and teen/parent)	425-339-1335
DIVISION OF CHILDREN & FAMILY SERVICES	425-339-4768
DRUG & ALCOHOL HOTLINE (24 HOURS)	206-722-4222
DRUG & ALCOHOL – TEEN LINE	800-562-1240
<b>EMERGENCY</b>	<b>911</b>

### EMERGENCY SHELTERS (TEENS)

HOUSING HOPE	425-347-6556
COCOON HOUSE (ages 13-17)	800-259-6042 425-259-6042
COCOON COMPLEX (Teen advocacy available)	425-259-5802
FRIENDS OF YOUTH	425-338-2411
ARBOR HOUSE – TRANSITIONAL LIVING (pregnant/parenting teens)	425-489-1838
GAY/LESBIAN (GLOBE)      Health Department	425-339-5251
PLANNED PARENTHOOD	800-230-7526 425-339-3389
PROJECT SAFE	425-317-9898
RUNAWAY (CRISIS) HOTLINE	800-448-4663
SEAMAR COMMUNITY HEALTH CENTER 9710 State Ave., Marysville (Bring proof of family income)	360-653-1742
SEXUALLY TRANSMITTED DISEASES CLINIC (Pregnancy testing available)	425-339-5298
SEXUAL ASSAULT CENTER	425-252-4800
SUICIDE HOTLINE	800-784-2433
TEEN LINK	888-431-8336
WASHINGTON POISON CENTER	800-222-1222
WEB Site – EHS	<a href="http://www.everett.k12.wa.us/everetthigh/">http://www.everett.k12.wa.us/everetthigh/</a>

# Everett High School ASB/Activities

2012 – 2013

## Class Officers

Class	President	Vice-President	Secretary	Treasurer	Public Relations
ASB	McKenna Slack	Addison Pann	Katie Gwyn	Evan Overstreet	Kendall Collins
2012	Paige Barrett	Demaree Trull	Bailey McMullen	Elijah Lindstrom	
2013	Mario Gonzalez	Liza Wagner	Lauren Cook	Francisco Zamora	
2014	Cameron Blas	Caroline Overstreet	Emily Olson	Joey Thompson	
2015	Elected in the Fall				

### Activities

The school activities are here to make the high school experience even better. There are many clubs that have been formed over the past to get students together with similar interests. Each student also has the opportunity to join the many clubs open every year. You can even request a new club or activity if enough students are interested. Check with the ASB advisor to see how.

### ASB Card

Students are encouraged to support clubs, sports and activities at Everett High School by purchasing an ASB card. **ASB cards are required for participation in ASB sponsored events including clubs, athletics, band and choir.** ASB cardholders will be admitted free to all home regular season sporting events and at a reduced price for away games. Admission to school dances and other school activities is also reduced to the ASB cardholder. ASB cards, and replacements, are available at the Treasurer's office before and after school, and during lunches.

### Calendar

A calendar of events is regularly updated on the EHS website.

### Class Activities

Everyone is a member of his/her "class" – the group that you have attended school with and plan to graduate with at the end of your high school career. The purpose of classes for activities is to hold events, dances, fundraisers that promote class pride, school spirit and raise money...the more, the better. All of these funds then help to support your senior activities – making them less expensive or even free. Any money that a class has left at the end of four years goes to a class "gift." This gift is something that the school could use and is identified as something given by your class. Examples of class gifts include the "School of Champions" podium/speaker, picnic tables, flags, and banners.

### Co-Curricular & Extra-Curricular Activities

Co-curricular activities are those that directly relate to a body of courses offered by the school. These include student groups that directly relate to the school's curriculum, that address the subject matter that is actually taught or soon will be taught in a regularly-offered course: if the subject matter of the activity concerns the body of courses as a whole; if participation in the

activity is required for a particular course; or if participation in the activity results in academic credit. Such clubs would include but not be limited to musical groups, language clubs, newspaper, yearbook, literary magazine, debate, etc.

Extra-curricular activities are those that are sponsored by the school district as supportive of the educational goals of the district and enriching to the students, but not meeting the definition of co-curricular activities. Such clubs and activities would include but not be limited to Honor Society, service clubs, Chess Club, etc.

All students participating in co-curricular or extra-curricular activities are required to conduct themselves as role models, to demonstrate good citizenship, and to comply with all rules and regulations of the Everett School District or be subject to suspension or expulsion from school and/or the activity involved. Coaches or advisors may apply further reasonable and necessary rules unique to the particular activity for which they have responsibility and which have been approved by the school administration in advance.

The District requires that in order to participate in or travel to (if the travel includes missing school) any competition against another school, the student(s) must be passing their regularly scheduled classes. If they do not meet this requirement, they are not eligible to compete.

### **CLUBS/ADVISORS**

Art Club	Paula Antonevich
Band*	Megan Vinther
Book Worms	Deb Payne
Cheer	Shelley Whitfield/Tricia Percival
Choir*	Christine Hansen
Community Service	Barbara Elder
Dance	TBD
DECA*	David Marques
Drama*	Paula Antonevich
E.S.P.	Doug Hall
GSA	Greg Stair
Interact	Kristin Gebert
International Club	Deidre Smith-Aikens
Latin Image Club	Lillian Ortiz-Self
Lettermen's Club	Will Soren
Nesika* (Yearbook)	Kristin Price
NJROTC	Rick Gile/Dan Boudreau
PM Weightlifting	Will Soren
Seagull Sidekicks	Doug Hall
Torch Honor Society	Corie Gudgeon

\* indicates co-curricular organizations

### **Other Activities**

#### **Blood Drives**

Blood drives are held each year. You must be at least 16 years old and weigh a minimum of 110 pounds. When you donate blood you save multiple lives and assist those in need.

#### **Food Drive**

This annual event is huge at Everett High School. Each year we sponsor 100+ families. We collect money and canned food for each of the families so they have food for a week or more. The two-week Thanksgiving event is a huge task! This food drive is an event the entire student body and staff participate in, and we are very proud of the results each year! Questions should be referred to the Leadership Advisor at 385-4414.

## Homecoming

This is a time for alumni to return to Everett High by attending the Homecoming football game. **This year the game is October 12, 2012.** Homecoming is also a time for the entire school to come together to celebrate Seagull Pride and traditions.

## Student Council Reps

Student council meetings are held once a month. Student council representatives are picked to represent their Second Period Class. The representatives attend the monthly meetings and report back to Second Period. They also bring concerns from their class to the meeting. Classes usually elect a rep and alternate.

## ATHLETICS

### Sport

### Head Coach

#### **FALL SPORTS start August 20, 2012**

Cross Country (Boys)	Bruce Overstreet
Cross Country (Girls)	Troy Schwenke
Football (Boys)	Will Soren (August 15th start)
Soccer (Girls)	Kosta Pitharoulis
Swim & Diving (Girls)	Paul Bolme/ Jane Johnson
Tennis (Boys)	Tim Boyd
Volleyball (Girls)	Chris Jones

#### **WINTER SPORTS start November 12, 2012**

Basketball (Boys)	John Richer
Basketball (Girls)	John Low
Bowling (Girls)	TBD (October 31 start)
Swim (Boys)	Paul Bolme/Jane Johnson
Wrestling (Boys)	Brien Elliott

#### **SPRING SPORTS start February 25, 2013**

Baseball (Boys)	Jamie Sluys
Fastpitch (Girls)	Casey Chaffee
Golf (Boys)	Darrell Olson
Golf (Girls)	Jane Johnson
Soccer (Boys)	Kosta Pitharoulis
Tennis (Girls)	Tim Boyd
Track (Boys)	Chris Seymore
Track (Girls)	Ned Prouse

## Athletic Code

**PHILOSOPHY**- Participation in school sponsored athletics is a privilege. Lessons learned through participation in athletics will assist students in their preparation for life after high school. By participating in athletics, students will learn cooperation, respect, sportsmanship, hard work, and commitment to others.

**PURPOSE**- The Everett Public Schools' athletic code outlines the rules and guidelines that must be followed by students participating in the District athletics, dance and cheerleading programs. Following this code makes the students responsible for their eligibility, accountable for their actions, and prescribes fairness to all participants.

### DEFINITIONS

**Appeal**- The ability for the student to challenge a probation, suspension, or expulsion ruling.

**Building Eligibility Committee**- A group of coaches and/or administrators chosen by the building principal to make recommendations on student eligibility. The principal makes all final decisions.

**Expulsion**- The student is removed from the team and can not practice or participate in contests.

**Probation**- A student may practice/compete/participate with the program but must correct a grade deficiency.

**Suspension**- With principal's permission, a student may practice/participate but MAY NOT compete/perform with the program until the terms of the suspension are met and the student is reinstated.

**Violation**- Not meeting the standards set by the Athletic Code or WIAA regulations.

**WIAA**- Washington Interscholastic Athletics Association



**SPORTSMANSHIP**- I, the participant, understand the importance of being a good sport. Sportsmanship is a demonstration of generosity and genuine caring for others. It is a concrete measure of the understanding and commitment to fair play, ethical behavior, and integrity. It is respect for one's self and others. Although sportsmanship is the responsibility of everyone, athletes and coaches have the biggest responsibility.

**EXPECTATIONS**- I understand that participation in the athletics program of Everett Public Schools is a privilege. Because students involved in athletics perform and represent their schools in public, they are expected to conduct themselves at all times in a manner that will reflect the high standards and ideals of their sport, team, school, and community. I will be held accountable academically and behaviorally throughout the entire year. **I understand that this athletic code covers standards of conduct both in and out-of-season and shall remain in effect 365 days after my signature.**

**Participation**- I will attend all organized functions including practices, competitions, meetings, and celebrations unless the coach/advisor designates such activities as optional. Coaches/Advisors may excuse me from events for reasonable situations per his/her discretion.

**School Attendance**- Unless approved by a building administrator, I must attend and fully participate in all class periods of the school day to be eligible for contests or practices that day. If I am absent from one or more classes due to illness, I am ineligible to participate or compete that day. If I am suspended from school, including in-school suspension, I may not participate in practices or contests.

**Conduct**- I will conduct myself in a way that promotes a positive image of the school, the community, and me. If I act in a way that reflects negatively upon the school, the community, or me, I will be subject to discipline under the Athletic Code. This may include suspension or permanent removal from the sport. Acts that reflect negatively include, but are not limited to, academic fraud or cheating, plagiarism, criminal activity, harassment, intimidation, and bullying. Such acts may occur during school or non-school activities performed either on- or off-campus.

**Athletic Fees**- In order to participate in Athletics, I must pay an Athletic Fee before the first contest of each season to offset the cost of transportation, coaching stipends, and other costs. If I cannot afford the fee, I will request a reduced fee or payment plan. Students who compete in 3 HS sports or 4 MS sports will have their spring fee waived. Refunds will not be given after the first contest.

**ASB Card**- In order to participate in ASB-sponsored athletics, I must purchase an ASB card. The price of the card will be determined by the ASB student council of my school. Accommodations may be made if I am a student who qualifies for free or reduced lunch and cannot afford an ASB card. This shall apply to home-school and Running Start students as well.

**Athletic Rules**- Each team will have rules and regulations unique to the team. The coach/advisor will provide me and my teammates with a written copy of these rules. Violation of these rules may result in placing me on probation, suspension, or expelled status.

**Participation in Community Athletics**- During any sports season, after joining a school team, I may not miss events, practices or games for the purpose of participating in non-school athletics unless I have my coach's permission to miss the events, practice, or games. If I miss the school events without permission, I will be subject to the attendance rules and consequences as determined by my coach.

**Out-of-Season Participation**- Except during the specific sports season, schools cannot offer nor can students participate in any school activity that resembles a practice in a given sport. The exception is for that period of time from the last WIAA spring activity until August 1 for fall sports and the first fall turnout for winter and spring sports. Any such school-sponsored activity must be open to all students in the school and include a variety of different activities.

#### **ATHLETIC ELIGIBILITY REQUIREMENTS** (See the WIAA handbook for more detailed explanations.)

To be eligible for athletic competition, the following requirements must be met:

**Accurate information**- If it is determined that my parents/guardians or I provide the school with false information which caused the school to declare me eligible, I will be declared ineligible for interscholastic competition for a period of one calendar year.

**Current Physical**- I must have a current physical within the last 24 months and it must be on file with my school. Physicals must be performed by a licensed medical professional including MD, Doctor of Osteopathy (DO), Certified Registered Nurse (ARNP), Physician's Assistant (PR), or Naturopathic Physicians. If my current physical will expire during a sports season, I will not be permitted to turn out for that sport until my physical is updated.

**Insurance**- I shall provide proof that I have a minimum of \$25,000 in insurance coverage. If I do not have this coverage, I will obtain insurance through the plan offered to all students in the school district. If I can not afford the insurance premium, the district may approve a full or partial waiver of the premiums so that I may participate.

**Paperwork**- I must submit the following: a) completed and signed emergency card; b) eligibility questionnaire which includes permission to play, proof of insurance, and acknowledgement of the Athletic Code of Conduct and parent/coach/athlete communication; and c) acknowledgment of the risk of injury specific to the sport I wish to play. I also understand that I must purchase an ASB card from the school where I am participating.

**Member of School-** I must be a member of the school in which I participate (enrolled a minimum of a half-day). If I attend a private school, alternative school, or home school where a sport is not offered, I may participate in the sport at the public school in my resident attendance area as long as all other eligibility requirements are met.

**Residence-** I must reside with my natural parents or legal guardian within the boundaries of the school for which I participate. I cannot transfer between schools for athletic purposes without a change of residence.

**Previous Semester-** I must pass five (5) of six (6) classes (or six (6) of seven (7) classes) in the previous semester or trimester. Summer school is counted as part of the spring semester. If I do not meet these conditions, I will be suspended from competition through the last Saturday of September and until the District academic and attendance requirements are met. Marks from the spring trimester of 8<sup>th</sup> grade shall be used to determine 9<sup>th</sup> grade eligibility. *\*Seniors on track to graduate may be eligible spring semester of senior year if enrolled and passed 4 classes in fall semester of senior year.*

**Current semester-** I must be enrolled in a minimum of five (5) full time classes in a six (6) period day or six (6) classes in a seven (7) period day. *\*Seniors on track to graduate may enroll in one less class (4) in fall and spring semesters.*

**Age- High school students-** I must be under age 20 on September 1 for fall sports, on December 1 for winter sports, and on March 1 for spring sports.

**Season Limitations-** After entering the ninth grade, I shall have four (4) consecutive years of interscholastic eligibility. If I choose not to participate or do not attend school, I forfeit my eligibility for that period of time.

**Fines and Equipment-** I must not have unpaid athletic fines. I am responsible for all athletic gear issued to me and must return the equipment in good condition with reasonable wear and tear.

**Transfer of Resident/Non-Resident Students-** If I transfer from one high school within or outside the Everett School District to another high school within or outside the Everett School District, I am NOT automatically eligible to participate in varsity athletic programs. If my parents/guardians move their primary residence to another school service area and I meet all other eligibility requirements, I may be eligible at the varsity level at the new school. I may need to petition the Northwest District (NW D) Eligibility Board for eligibility. If I am a transfer student, I will contact the building athletic administrator.

**Exchange Students-** If I am a student from a foreign country, I must complete a form and be cleared by the WIAA to be eligible to compete on an interscholastic team. When approved, I have one year of varsity eligibility. I will contact the building athletic director for more information. If I am an Everett School District student and plan to participate in a foreign exchange program, I will notify my building athletic administrator before leaving.

**Amateur Standing-** I must be in amateur standing to compete in interscholastic athletics. This means I may not have accepted cash awards or merchandise of more than \$300 in value for athletic activities, played with any professional team in any sport, or entered a competition under an assumed name.

**MAINTENANCE OF ELIGIBILITY FOR ATHLETICS-** Once a student is deemed eligible, the following standards must be maintained to participate in athletic events.

**Attendance** -Unless my absence is approved by a building administrator, I must attend and participate in all classes to be eligible to participate in a practice or game that day.

**Academic Standards-**After satisfying the initial eligibility requirements, I must be passing (no grade of F) all scheduled class to remain fully eligible during the season. My academic progress will be checked by my coach every two (2) weeks. The first grade check will occur the week of the 4<sup>th</sup> Monday in September.

If I have earned an F grade in any class, I will be placed on academic probation for one week beginning the following Monday. I may continue to practice and compete if I attend daily homework clubs or work with my teacher for a minimum of 30 minutes prior to attending practice. If my grade(s) improve(s) within the week, I will be removed from probation. My grade improvement will be verified by a progress tracking sheet initiated by me and submitted to the athletic coordinator.

If after one week of probation my grade has not improved, I will move to academic suspension status beginning the following Monday. I can continue to practice with my team if I attend daily homework clubs or work with my teacher for a minimum of 30 minutes prior to attending practice but I cannot compete in a minimum of one contest until my grade(s) improve(s).

***If I am placed on probation or suspension status and I feel that I am working to my full capacity, I may appeal my status to the building eligibility committee.***

At the beginning of a new semester, the WIAA scholarship rule will take precedent as improving grades from the previous semester will not be possible.

**Ejected from Contest-** If I am ejected from a contest by a contest official, I must sit out the next two (2) contests at the same level of competition. Varsity players may not play sub-varsity and sub-varsity players may not play varsity to avoid this two (2) game suspension. I may appeal to the building athletic coordinator to have the suspension reduced to one (1) contest. If I am ejected from a second contest in the same sport during the same season, I will be ineligible for the remainder of the season of that sport.

**Suspended from School-** If I am suspended from school, I cannot practice, compete or perform in an event during the period of suspension. If I am a transfer from another school while on suspension from my previous school, I will not be eligible to participate in athletic programs for the duration of the suspension.

**Conviction of a Crime**- If I am convicted of a crime by the criminal justice system, I may be subject to ineligibility after review by my school's administrators.

**RUNNING START/HOME INSTRUCTION STUDENTS**- Students involved in Running Start or home instruction programs must meet the same eligibility standards as all other students. Such students may participate only at the school in their residence area. Refer to the WIAA Handbook for further details.

**ILLEGAL SUBSTANCES**: I shall not be under the influence, possess, sell, deliver, and/or use alcohol, any form of tobacco, or illegal drugs or a controlled substance not prescribed by a physician for me. I also shall not be in the presence of, or remain in the vicinity of, others illegally using alcohol or using illegal drugs or controlled substances not prescribed by a physician for the user. If I arrive at a party, function, or other location where illegal drugs or controlled substances are being used, sold, or delivered or substances (such as alcohol) are being illegally used, sold, or delivered, I shall immediately leave the premises. Failure to immediately leave the premises will result in the same discipline as actual use. In all cases, if I am in violation, I must follow the reinstatement process outlined below.

**Drug and Alcohol Violations**

**First violation.** A first violation discovered through an investigation shall result in immediate suspension for forty-two (42) calendar days or the remainder of the season, whichever is longer. This ineligibility also carries into the next season (as previously defined) in which the student participates. A student who admits wrong doing and cooperates honestly in the investigation may have their suspension reduced to twenty-eight (28) calendar days. A student who self-reports a violation prior to any investigation or inquiry may have their suspension reduced to fourteen (14) calendar days. All violations carry a minimum one-game suspension.

**Second violation.** The penalty shall be removal from all athletic participation for a period of one calendar year.

**Third violation.** The penalty shall be permanent removal from all athletic participation for the remainder of the athlete's high school career and, in the case of drugs, permanent ineligibility at all WIAA institutions for the remainder of the athlete's high school career (WIAA Rule 18.22.0).

**Tobacco Violations** (including smoking and smokeless tobacco)

**First violation.** The penalty shall be immediate suspension for fourteen (14) calendar days. This may be reduced to seven (7) calendar days if the student self-reports prior to an investigation or inquiry. All violations carry a minimum one-game suspension.

**Second violation.** The penalty shall be immediate suspension for twenty-eight (28) calendar days.

**Third and subsequent violations.** The penalty shall be immediate suspension for forty-two (42) calendar days.

*\*Suspensions for middle school violations shall be one-half the length of high school suspensions.*

**REINSTATEMENT PROCESS:** Application for reinstatement following any form of athletic discipline will be accepted by the principal upon completion of the following:

1. Letter of intent and purpose of reinstatement
2. Drug, alcohol and/or tobacco assessment by an individual agency that is acceptable to the school district. Results will be shared with family and school administration.
3. Proof that a drug, alcohol and/or tobacco counseling or preventative education program has been completed.
4. Treatment recommendations must be followed as a condition for reinstatement.
5. The principal may waive any or all of the requirements above if deemed appropriate. Final decision for reinstatement resides with the school principal.

**DUE PROCESS**- If I feel that I am being unjustly punished, I may appeal in the following manner.

1. I may submit a written appeal to the building athletic administrator expressing my concern within three (3) school days of being notified of my suspension. This appeal will be reviewed by the building eligibility committee.
2. If the building eligibility committee finds against me, I may submit a written appeal to the District Director of Athletics and Activities within two (2) school days of the eligibility committee's finding
3. If the District Director of Athletics and Activities finds against me, I may appeal to the Discipline Appeal Council in writing within two (2) school days. The findings of this committee shall be final.

**TRANSPORTATION**- When I participate in athletic events, I will ride district provided transportation to and from the event when it is provided. My parents may transport me after events if they provide a written request to my coach releasing the district of responsibility for me. I may transport myself under the following exceptions:

1. Transportation is not provided, the practice/event takes place within the Everett or Mukilteo School District boundaries, occurs after 4:00 PM, AND I leave campus in the interim.
2. The practice facility is off-campus, I provide proof of a valid driver's license, proof of insurance, AND written permission from my parent/guardian to drive my own car to and from the practice. I will not drive other students.

**INJURIES**- If I am injured, I will report it to the coach/advisor/trainer immediately. The coach/advisor/trainer may provide some treatment if it is deemed appropriate. The coach/advisor/trainer may recommend I see a medical professional for further evaluation. If I consult a physician, I must obtain written permission from that physician prior to returning to practice or competition. If I am seriously injured (concussion, broken bone, surgery, etc.) outside of school activities in season or out of season, I will notify my coach, athletic coordinator, and/or athletic trainer so that they can monitor me in the event of re-injury or subsequent concussions.

## **DANCES**

**DANCES** (other dances announced during the school year)

Homecoming Dance - Oct	Sponsored by ASB	Guest w/ permission
TOLO - February	Sponsored by Sophomore Class	Guest w/ permission
Spring Prom - April	Sponsored by the Junior Class	Guest w/ permission
Senior Ball	Sponsored by the Senior Class	Guest w /permission

## **DANCE RULES**

Everett High School holds dances for the enjoyment of our students and their guests. There are parameters established for sponsored activities, including dances.

1. **Rules:** All school and school district rules are in effect at all school sponsored activities. Rules regarding obscene conduct and sexual harassment prohibit sexually suggestive gestures and/or dancing. **Inappropriate dancing is not allowed – this includes front to back, freaking, grinding or any other dancing of this type.**
2. **Identification:** Must have your current ASB or ID card to enter. **All guests** may be asked to provide their picture ID to the administrator and/or designee at the door upon arrival.
3. **EHS Students and Guests:** An Everett student may invite a non-Everett student to **specified dances**. The EHS student must complete a **Guest Application form and guest must be approved before purchasing dance tickets.** The guest must be registered with the administrator at least a week prior to the dance. No one 21 years or older or not in at least 9<sup>th</sup> grade is allowed to attend EHS dances. The administration has the right and responsibility to **deny** entrance to the dance.
4. **Tickets:** Tickets will be sold before the dance and only to students of Everett High School with current ASB or ID cards. Persons without a current Everett High School ASB or ID card will not be sold a dance ticket at the door and will not be able to enter the dance. Tickets will be sold until 11:00 pm at the door. Any Everett High School student planning on bringing a guest, please read below.
5. **Students planning to invite a non-Everett student to a dance, must complete the Guest Application form to be able to purchase a dance ticket. No tickets will be sold to guests at the dance. (Please see #3 above)**
6. **RE-Entering the activity:** Students leaving prior to the end of the dance, for any reason, **MAY NOT RE-ENTER THE DANCE.**

**REMINDER:** Prior to entering the dance, please make sure you have a **picture ID, tickets, and money for pictures**. Students may not re-enter the dance.

## **SCHOOL FEES** (subject to change)

A.S.B. Card	\$40.00
A.S.B. Card, Parking Permit & Nesika Yearbook	\$140.00
Nesika Yearbook & A.S.B. Card	\$100.00
Nesika Yearbook	\$70.00
Parking Permit	\$40.00
Athletic events	
Adult	\$5.00
Student (without A.S.B)	\$3.00
Student (home games only w/ASB Card)	free
Senior Citizen / Child	\$2.00
Excel Service Accident Insurance	
School Time Plan	<b>Forms available in the office.</b>
24 Hour Plan	<b>Last year's rates ranged from</b>
Football Only Plan	<b>\$16.00 – \$178.00</b>
Dental Plan	
Athletic Punch card (10 events)	
Adults	\$35.00
Child	\$20.00
Library fine (20 days overdue)	\$ 1.00
Picture Packets (Donette Studios)	\$11.00 – 51.75 (A la Carte items start at \$7.25)
Dance Pictures (Donette Studios)	\$10.00 - \$50.00
PSAT Test (last year rates – check with counseling)	\$15.00
SAT Test	\$41.50
ACT Test	\$28.00
Optional Writing Test	\$14.00
Food Services	
Student Breakfast	\$1.25
Lunch	\$3.00
Reduced Breakfast	\$0 .30
Lunch	\$0.40
Adult Breakfast/Lunch	\$1.65/\$3.50 (\$4.00 with beverage)

**GRADUATION REQUIREMENTS Class of 2016**

The following subject areas of study, credits and other requirements shall be required of each candidate for graduation who commences the ninth grade on or after July 1, 2012.

Everett School District graduation requirements can be viewed on-line at [www.everett.k12.wa.us](http://www.everett.k12.wa.us)

Students should review requirements with their counselor.

Subject	State Requirements	Everett School District Requirements
English	4.0	4.0
English 1		1.0
English 2		1.0
English 3		1.0
English Elective		1.0
Mathematics	3.0	3.0 <sup>1</sup>
Algebra 1	1.0	1.0
Geometry	1.0	1.0
Algebra 2	1.0	1.0 <sup>2</sup>
Social Studies	3.0	3.0
Modern World History	1.0	1.0
United States History	1.0	1.0
US Government/Civics	0.5	0.5
Social Studies Elective	0.5	0.5 <sup>3</sup>
Washington State History and Government	Non-Credit Requirement	Non-Credit Requirement
Science	2.0	2.0 <sup>4</sup>
Coordinated Science		1.0
Biology		1.0
Career and Technical	1.0	1.0
Health and Fitness	2.0	2.0
Health	0.5	0.5
Physical Education	1.5	1.5 <sup>5</sup>
Arts, visual or performing	1.0	1.0
Senior Quantitative Elective		Non-Credit Requirement <sup>6</sup>
Senior Seminar		0.5
Electives	4.0	5.5
<b>Total Credits</b>	<b>20</b>	<b>22</b>

Other Requirements:

- Mastery on the Reading and Writing sections of the High School Proficiency Exam (HSPE), state-approved alternatives or assessments for students in special education.
- Mastery on the state Mathematics end-of-course exams in Algebra 1/Retake 1 and in Geometry/Retake 2, state-approved alternatives or assessments for students in special education.
- Mastery on the state Science end-of-course exam in Biology, state-approved alternatives or assessments for students in special education.
- Students achieving mastery on all Washington State assessment requirements shall earn a Certificate of Academic Achievement (CAA). Students who qualify for special education services may have state-approved assessments modified to allow the student to earn a Certificate of Individual Achievement (CIA). Modifications must be documented in the student's Individual Education Plan (IEP).
- A High School and Beyond Plan as identified by the State Board of Education.
- Completion of a district-approved culminating exhibition which fully satisfies the State Board of Education's requirements for a culminating project.

Footnotes for the Class of 2016:

1. Students must take Mathematics until they earn 3.0 credits and meet standard on the state end-of-course (EOC) exams in Algebra1/Retake 1 and in Geometry/Retake 2 or state-approved alternative assessments.
2. With the written consent of a parent or guardian, students may take a rigorous high school level math course or career and technical education mathematics course in place of Algebra 2 provided that the course meets the student's education and career goals identified in the student's high school and beyond plan.
3. The Social Studies Elective requirement is fulfilled by a Social Science course defined by the Washington State Student Achievement Council (formerly known as the Higher Education Coordinating Board) as meeting college entrance requirements: History, Anthropology, Contemporary World Problems, Economics, Geography, Government, Political Science, Psychology or Sociology.
4. Students must take Science until they earn 2.0 credits and meet standard on the state science end-of-course exam in biology, or a state-approved alternative assessment. One of the two credits must be in Lab Science.
5. Up to 1.0 of the Physical Education requirement may be waived by participating in community- or district-sponsored, directed athletics, marching band or military science and tactics.
6. To align with the Washington State Student Achievement Council College Admission Standards, students must earn 1.0 credit in a mathematics-based quantitative course during the senior year of high school. This requirement may be met by earning credit in one of the three required mathematics courses; or earning credit in a mathematics-based quantitative course like Statistics, Applied Mathematics, or appropriate career and technical courses; or by earning credit in an Algebra-based Science course taken during the senior year. Completion of higher-level mathematics prior to the senior year fulfills this requirement (e.g., Pre-Calculus, Mathematics Analysis, or Calculus).

### GRADUATION REQUIREMENTS Class of 2015

The following subject areas of study, credits and other requirements shall be required of each candidate for graduation who commences the ninth grade on or after July 1, 2011.

Everett School District graduation requirements can be viewed on-line at [www.everett.k12.wa.us](http://www.everett.k12.wa.us)

Students should review requirements with their counselor.

<b>GRADUATION REQUIREMENTS FOR THE CLASS OF 2015</b>		
<b>Subject</b>	<b>Minimum Credit State Requirements</b>	<b>Minimum Credit Everett District Requirements</b>
English	3.0	3.5 <sup>1</sup>
Mathematics	3.0	3.0 <sup>2</sup>
Social Studies	2.5	2.5
U.S. History and Government	1.0	1.0
Washington State History and Government	0.5	0.0 <sup>3</sup>
Contemporary World Problems		
History and Geography	1.0	1.0
U.S. Government/Civics		0.5
Senior Seminar		0.5
Science	2.0	2.0 <sup>4</sup>
Career and Technical	1.0	1.0
Health and Fitness	2.0	2.0
Physical Education		1.5 <sup>5</sup>
Health		0.5
Arts, visual or performing	1.0	1.0
Electives	5.5	6.5
<b>Total Credits</b>	<b>20</b>	<b>22</b>

#### Other Requirements:

- A High School and Beyond Plan as identified by the State Board of Education.
- Mastery on the Reading and Writing sections of the High School Proficiency Exam (HSPE), state-approved alternatives or assessments for students in special education.
- Mastery on the state Mathematics end-of-course exams in Algebra 1 and Geometry, state-approved alternatives or assessments for students in special education.
- Mastery on the state Science end-of-course exam in Biology, state-approved alternatives or assessments for students in special education.
- Completion of a district-approved culminating exhibition which fully satisfies the State Board of Education's requirements for a culminating project.
- Students meeting all graduation requirements and achieving mastery on the Reading and Writing sections of the state HSPE and on state Mathematics end-of-course exams in Algebra



1 and Geometry, or state-approved alternative assessments, will earn a Certificate of Academic Achievement (CAA). Students who qualify for special education services may have required classes and state-approved assessments modified to allow the student to earn a Certificate of Individual Achievement (CIA). Modifications must be documented in the student's Individual Education Plan (IEP).

**Footnotes for the class of 2015:**

1. Students must take English until they earn 3.5 credits and meet standard on the Reading and Writing components of the High School Proficiency Exam (HSPE). Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).
2. Students must take Mathematics until they earn 3.0 credits and meet standard on the state end-of-course exams in Algebra 1 and Geometry, or on state-approved alternative assessments. The state required course sequence for students is Algebra 1, Geometry and Algebra 2. Students may take Algebra 2, or a rigorous high school level Mathematics course that meets the student's education and career goals identified in the student's high school and beyond plan. Parental consent must be obtained prior to enrollment in any rigorous course that is not part of the state-approved course sequence. Students may also satisfy the Mathematics requirements by earning equivalency based credit in career and technical education mathematics courses. Those credits must be recorded using the equivalent academic high school department designation. Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).
3. Students will have the opportunity to meet the Washington State History and Government requirement in middle school.
4. Students must take Science until they earn 2.0 credits and meet standard on the state Science end-of-course exam in Biology, or a state-approved alternative assessment. One of the two credits must be in Lab Science. Courses lower than Coordinated Science will not count for high school Science credit. Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).
5. Up to 1.0 of the Physical Education requirement may be waived by participating in community- or district-sponsored, directed athletics, marching band or military science and tactics.

## GRADUATION REQUIREMENTS Class of 2013 & 2014

The following subject areas of study, credits and other requirements shall be required of each candidate for graduation who commences the ninth grade after July 1, 2009, but before July 2011

Everett School District graduation requirements can be viewed on-line at [www.everett.k12.wa.us](http://www.everett.k12.wa.us)

Students should review requirements with their counselor.

Other Requirements:

<b>GRADUATION REQUIREMENTS FOR THE CLASS OF 2013 &amp; 2014</b>		
<b>Subject</b>	<b>Minimum Credit State Requirements</b>	<b>Minimum Credit Everett District Requirements</b>
English	3.0	3.5 <sup>1</sup>
Mathematics	3.0	3.0 <sup>2</sup>
Social Studies	2.5	2.5
U.S. History and Government	1.0	1.0
Washington State History and Government	0.5	0.0 <sup>3</sup>
Contemporary World Problems History and Geography	1.0	1.0
U.S. Government/Civics		0.5
Senior Seminar		0.5
Science	2.0	2.0 <sup>4</sup>
Career and Technical	1.0	1.0
Health and Fitness	2.0	2.0
Physical Education		1.5 <sup>5</sup>
Health		0.5
Arts, visual or performing	1.0	1.0
Electives	5.5	6.5
<b>Total Credits</b>	<b>20</b>	<b>22</b>

- A High School and Beyond Plan as identified by the State Board of Education.
- Mastery on the Reading and Writing sections of the High School Proficiency Exam (HSPE), state-approved alternatives or assessments for students in special education.
- Mastery on the state Mathematics end-of-course exam in Algebra 1 or Geometry, state-approved alternative or assessment for students in special education.
- Completion of a district-approved culminating exhibition which fully satisfies the State Board of Education's requirements for a culminating project.
- Students meeting all graduation requirements and achieving mastery on the Reading and Writing sections of the state HSPE and on a state Mathematics end-of-course exam in Algebra 1 or Geometry, or state-approved alternative assessment, will earn a Certificate of Academic Achievement (CAA). Students who qualify for special education services may have required classes and state-approved assessments modified to allow the student to earn a Certificate of Individual Achievement (CIA). Modifications must be documented in the student's Individual Education Plan (IEP).

Footnotes for the classes of 2013 & 2014:

1. Students must take English until they earn 3.5 credits and meet standard on the Reading and Writing components of the High School Proficiency Exam (HSPE). Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).
2. Students must take Mathematics until they earn 3.0 credits and meet standard on one state end-of-course

exam in Algebra 1 or Geometry or on a state-approved alternative assessment. The state required course sequence for students is Algebra 1, Geometry and Algebra 2. Students may take Algebra 2 or a rigorous high school level Mathematics course that meets the student's education and career goals identified in the student's high school and beyond plan. Parental consent must be obtained prior to enrollment in any rigorous course that is not part of the state-approved course sequence. Students may also satisfy the Mathematics requirements by earning equivalency based credit in career and technical education Mathematics courses. Those credits must be recorded using the equivalent academic high school department designation. Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).

3. Students must take Science until they earn 2.0 credits. One of the two credits must be in Lab Science. Courses lower than Coordinated Science will not count for high school Science credit. Students who qualify for special education services may have required classes and state-approved assessments modified or waived as per their approved Individual Education Plan (IEP).
4. Students will have the opportunity to meet the Washington State History and Government requirement in middle school.
5. Up to 1.0 of the Physical Education requirement may be waived by participating in community- or district-sponsored, directed athletics, marching band or military science and tactics.

## **STUDENT RULES AND REGULATIONS**

The Everett Public Schools Student Rights and Responsibilities Handbook supersedes this handbook. Changes could occur after the printing of this Student Handbook. The Rights and Responsibilities Handbook will be given to all students in September.

The rules contained herein are meant to regulate student conduct at school, all school-sponsored activities, and other off-campus conduct that adversely affects the school-learning climate. Some of these rules contain recommended penalties. However, depending on the circumstance of the student's violation, school authorities may, in compliance with state law and the rules of the State Board of Education, Ch. 180-40 WAC, impose discipline, short-term suspension, long-term suspension, or expulsion.

The following acts or commissions by a student while on school property (or in reasonable proximity thereto) or at any school-sponsored activity or event off school property are prohibited and shall constitute cause for discipline, suspension or expulsion by authorized school district authorities:

- A.** The commission of any criminal act under the laws of the State of Washington, including, but not limited to the following:
  - 1. Arson
  - 2. Assault/Battery
  - 3. Burglary
  - 4. Explosives
  - 5. Extortion or Coercion
  - 6. Possession of Firearms
  - 7. Gambling
  - 8. Theft
  - 9. Malicious Mischief
  - 10. Robbery
  - 11. Sale, Delivery, Use, or Possession of Alcoholic Beverage or Illegal Drugs
  - 12. Trespass
  - 13. Threats to Bomb or Injure Property
  - 14. Harassment
  - 15. Gang Intimidation
- B.** Being under the influence of alcohol or illegal drugs.
- C.** Use or possession of alcohol, a controlled substance not prescribed by a physician for such student, a purported controlled substance, drug paraphernalia and tobacco products including matches/lighter.
- D.** Sale or delivery of alcohol, tobacco, or a controlled substance or purported controlled substance to another person.
- E.** Refusal to identify self. All students must, upon request, identify themselves to proper school authorities. (Examples of Board Policy 3240.E include not having I.D. Badge).
- F.** Any act of conduct directly or indirectly causing substantial or material disruption or obstruction of any school function or operation.
- G.** Failure to comply with school district policies or school rules or with the directions of staff.
- H.** The known possession, handling or transmission of any object which can reasonably be considered a weapon. Possession and/or use of light or laser pens by students at school or on buses could be considered a weapon and are prohibited. Violations are subject to corrective action up to and including expulsion (Board Policy 3240 and 3240P)
- I.** Any lewd, indecent, or obscene conduct or expression.
- J.** Belonging to a gang and/or identifiable hate group and/or engaging in gang-related or hate-group related activity.
- K.** Sexual, racial or other form of harassment.
- L.** Fighting
- M.** Alteration of records, cheating or inappropriate use of technology. Use of cell phones with cameras in restrooms and locker rooms is prohibited. (Board Policy 3245P)
- O.** Harassment, Intimidation and Bullying. Threatening to cause bodily injury, physical damage, or physical restraint of another, or maliciously threatening to do any other act intended to substantially harm the physical or mental health of another in any manner.

Each student receives a copy of the Everett Public School Student Rights and Responsibilities Handbook. Additional copies are available in the school office. You are expected to respect the rights and property of others at all times. Behavior towards school personnel and other students must be courteous and cooperative. Students who have been asked to leave class for unacceptable behavior are required to report immediately to the Attendance Office. Students must identify themselves when asked by a school employee. All students must carry an ASB card or Picture ID.

## **ACCEPTABLE STUDENT CONDUCT**

Students must accept the reasonable authority of all teachers, administrators and other staff members to control student conduct at school, school activities and school buses. Violations of stated school policies may result in discipline, suspension or expulsion. Failure to comply with reasonable requests or to properly identify yourself when instructed to do so by a staff member of the Everett Public Schools shall be construed as insubordination and cause for discipline, suspension and/or expulsion.

Willful disobedience, vulgarity and profanity, obscenity, spitting (gleeking), cheating, extortion, intimidation, immoral conduct, gambling, lighting matches or lighters, littering, or any inappropriate behavior shall constitute cause for suspension or expulsion.

Any person who shall willfully create such a disturbance on “school premises during school hours or at school activities shall be guilty of a misdemeanor, the penalty for which shall be a fine in any sum not more than \$50” (RCW 28A.635.030). School discipline may also be given.

## **ALCOHOLIC BEVERAGES AND DRUGS—Zero Tolerance**

The District supports abstinence by all students so that they will not be impaired by these substances in attempting to reach their full intellectual, emotional, social, and physical development. Student use of alcohol and other mind-altering drugs is harmful, illegal, and will not be tolerated. Out of concern for your health, there are to be no pills at school unless under the direction of the school nurse. Violations of the Alcoholic Beverages, Drugs, and Tobacco Regulations are cumulative throughout the student’s high school years.

The use and/or possession of alcoholic beverages or dangerous drugs is prohibited by law to minors, and the Everett School District will comply with the Minor in Possession Law. The State of Washington Minor in Possession Law calls for the withholding of the driver’s license if a minor is convicted of the use and/or possession of alcoholic beverages or dangerous drugs.

The following regulations shall be applicable to students of the Everett School District while they are in school, on school grounds, or at school-sponsored events. Such offenses are cumulative during the student’s high school years. Any student subject to disciplinary action under the categories listed below may instead be subject to emergency expulsion if the student’s presence poses an immediate and continuing danger to the student, other students or school personnel, or an immediate and continuing threat of substantial disruption of the educational process.

- **THE SELLING AND/OR DISTRIBUTION** of any alcoholic beverages, marijuana, hallucinogens, amphetamines, inhalants, barbiturates, narcotics (opiates or synthetic narcotics), cocaine, legend drugs, any dangerous or controlled substance or any “look-alike” substances purported to be such, or any non-prescription/over-the-counter medications unless under the direction of a school nurse is a major violation. Students, who distribute these drugs, look-alike substances, and prescription or non-prescription medications, will receive a suspension of up to ninety (90) school days or expulsion with loss of credit. Parents and legal authorities will be notified. *Subsequent violations will result in expulsion from school.*
- **STUDENT USE, IN POSSESSION OF, OR UNDER THE INFLUENCE** of any alcoholic beverages, marijuana, hallucinogens, amphetamines, inhalants, barbiturates, narcotics (opiates or synthetic narcotics), cocaine, legend drugs, or any “look-alike” substances purported to be such is prohibited. In addition, non-prescription/over-the-counter medications are prohibited unless under the direction of school nurse/physician. Students who use, possess or ingest these drugs, look-alike substances, prescription or non-prescription medications will receive a suspension of up to ninety (90) school days with possible loss of credit. Parents and legal authorities will be notified. In addition, starting with the first violation and continuing with subsequent violations, the student may be denied participation and attendance at all activities and placed on probation for a period of up to ninety (90) school days from the date of settlement. Subsequent violations may result in expulsion from school.
- **POSSESSION OF DRUG PARAPHERNALIA** is in violation of Everett School District rules. This material will be confiscated. The first violation may result in a long-term suspension, a parent conference, and assessment by a certified agency. This may be reduced to ten days and compliance with the healthcare agency. Subsequent violations will result in long-term suspensions. There may be notification of legal authorities.

## **ALTERATION OF RECORDS OR INAPPROPRIATE USE OF TECHNOLOGY**

Any student who falsifies, alters, or destroys a school record of any communication between home and school shall be subject to corrective action.

## **ARSON**

Any student who starts a fire on school premises is subject to a charge of arson. This student will be suspended or expelled. Arson is a felony and legal authorities may be notified.

## **ASSAULT AND FIGHTING**

A student shall not intentionally cause or attempt to cause physical injury or intentionally behave in such a way as could reasonably cause physical injury to any person. Any student involved in fighting or promoting fighting shall be subject to

disciplinary action. Assault or fighting will be defined as a verbal or physical altercation causing a disruption of the educational process.

- Fights are cumulative throughout the student's high school years. Fighting may constitute a crime and legal authorities may be notified. Students will be suspended for fighting and may be expelled for assault.

### **ASSEMBLY CONDUCT**

Assemblies are held for the education and enjoyment of students and faculty. Give every courtesy to the speaker and to the program. It is the responsibility of each student to maintain high standards of conduct. Violations may result in a denial of assembly privileges and may be cause for further disciplinary action.

### **ATTENDANCE POLICY**

Attendance procedures for high school students in Everett Public Schools are governed by the principles outlined in Everett Public Schools Board Policy 3122 and in state law. Attendance and participation in class is essential to students learning to the highest of standards and graduating on time. Our data show that poor attendance significantly reduces the possibility of learning the core objectives of the course and earning credit. Therefore, it is essential that parents/guardians and students minimize absences. It is also essential that when an absence cannot be avoided that students complete in a timely manner the assignments necessary to demonstrate achievement of the class objectives.

#### **Reporting an Absence:**

**Absences need to be excused within 2 school days of the student's return.** Notes may be turned in to the attendance office or faxed to (425) 385-4402. Absences will be recorded as unexcused if appropriate documentation is not received.

**Notes turned into the attendance office must include the following information:** 1.) Student full name, 2.) student ID number, 3.) date(s) of absence(s), 4.) reason for the absence. 5.) phone number where note can be verified, and 6.) signature of parent/guardian.

Notes provide hardcopy evidence of excused absences. However, phone messages may be left at 425-385-4419 in case of emergency, or at 425-385-4011 for our families in need of translation services.

#### **Checking out of school during the school day:**

- Parents must either call ahead at 425-385-4419, or send a note excusing their student. Please make clear the date, time and reason for checking out. Parents may also come to the attendance office to check their student out.
- Following a parent approved check out, students must go to the attendance office to sign out.

#### **Closed Campus Policy:**

All students are required to remain on campus for the entire school day. Students who are **juniors and seniors with 11.0 credits or more** are allowed to leave campus for their lunch period only. This will be noted on their ID badge.

If a student must leave campus for an appointment, he/she must check out through the attendance office with a note from your parent/guardian.

#### **Definitions:**

**Absences:** Failure to attend class. Everett Public Schools views any absence as a time when a student is not in class after the first 5 minutes.

**Excused Absence:** Absences for which there is parent/guardian documentation excusing the absence(s). Reasons for absence that are recognized by the District as excused are as follows:

- Illness/health related
- Religious observances
- Family emergencies
- School-related
- Judicial proceeding or serving on jury
- Post-secondary, technical school or apprenticeship program visitation, or scholarship interview.
- State-recognized search and rescue activities consistent with RCW 28A.225.055.
- Absence directly related to the student's homeless status.

Everett Public Schools expects that when a student is not in class either a staff member has excused the student or parents/guardians are aware and have given permission for one of the above reasons.

**Pre-Arranged Absences:** Pre-arranging an excused absence is recommended whenever the parent knows in advance that a student will be absent for more than a day, absences should be pre-arranged.

Steps to pre-arranging an absence are as follows:

- Obtain a Pre-Arranged Absence form from the attendance office
- Circulate the absence form among the student's teachers to sign it and indicate to what extent the student's grades may be affected
- Have parent/guardian and administrator sign the form
- Return the form to the Attendance Office prior to the absence

\*\*\***NOTE:** Students who are excused by parents to leave campus **MUST** sign out at the attendance office prior to leaving campus.

**Unexcused Absences:** No parent/guardian documentation excusing the absence. Being 5 or more minutes late to class or being truant from class are not excusable and may be subject to discipline.

**Truancy:** As a matter of safety during the school day, it is important that all students are supervised and accounted for. Truancy (skipping class) will result in disciplinary action. A student out of class without an authorized pass during class time is considered truant. Forged notes/messages will result in discipline for truancy and/or altering of records.

**Tardies:** Tardies are a discipline and safety issue and will be dealt with as such. Students need to be in class ready to learn when the bell rings. When a student arrives late he/she is required to sign in with the teacher. If the lateness is excused, it is the student's responsibility to communicate this with his teacher with proper documentation. Tardies may not be totaled to become excused or unexcused absences.

**Truancy (Becca) Petitions:** Under the Washington State Compulsory Attendance Law, schools are required to file a petition with the courts in order to keep students in school when they have reached seven unexcused absences in one month, ten within the current school year, or excessive excused absences that are having profound effects on the student's academic achievement (RCW 28A.225.010). (See section on Washington State Compulsory Attendance Law for more information or RCW 28A.225)

### **CHEATING/PLAGIARISM**

Cheating on tests and homework by copying other people's work is not acceptable. Making copies of someone's computer disk is also considered cheating. When you cheat, you will receive a failing grade for that learning activity. Cheating also includes the aiding and abetting of cheating by others.

**Plagiarism:** The act of borrowing another author's work without crediting that author and thereby implying that it is one's own, is academically dishonest and a form of cheating. For consequences, see above.

### **COMPUTER HACKING (INAPPROPRIATE USE OF TECHNOLOGY)**

Unauthorized access to computer files, folders, or sites is prohibited. Students who use such technology inappropriately, either by accessing unauthorized sites, playing or downloading computer games or by adding and/or deleting information, are guilty of malicious mischief and may be assigned discipline that ranges from detention to expulsion.

### **CLOSED CAMPUS POLICY**

All students are required to remain on campus for the entire school day. Students who are juniors or seniors with 11.0 credits or more are allowed to leave campus for the lunch period only. If you must leave campus for an appointment, you must check out through the Attendance Office with a note from your parent/guardian. This will be noted on your ID badge.

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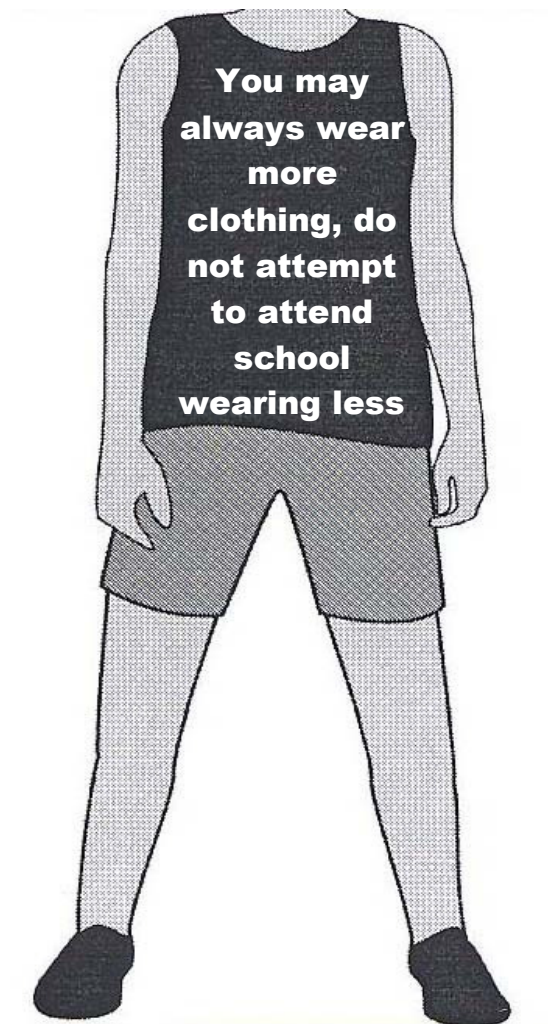
## DRESS CODE

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

Students will wear appropriate school attire, including shoes. Appropriate attire shall exclude any type of dress or manner of grooming which school officials reasonably believe would disrupt or interfere with the school environment, activities and/or educational process. School officials will work with students, parents, and teachers to communicate descriptions of dress considered disruptive to the educational process.

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The clothed portions of this figure represent both the front and back areas of the body which must be covered in all positions (sitting, standing, bending, and reaching) while attending school.



**Head:** Face-coverings such as masks or face paint are not permitted. Sunglasses are not to be worn inside.

**Upper Torso:** Clothing must cover stomach, back, shoulders, chest, and undergarments.

**Lower Torso:** Shorts, skirts, and dresses must be longer than mid-thigh. Undergarments must be covered.

**Feet:** Footwear must be worn at all times and be appropriate for the activity.

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The following are not permitted:

1. Attire that shows or displays undergarments; inadequately covers chest/breasts, midriff, buttocks or thighs; displays obscene, sexual, drug/alcohol or tobacco related messages; or displays gang-related symbolism. No bandanas of any color or design may be worn at any time.
2. Any clothing that would create, in fact, an atmosphere in which a student, staff member, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence.

These standards will be applied in a consistent and nondiscriminatory manner. Students who violate these standards will be subject to progressive discipline.

Any student, parent or guardian 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.

## ELECTRONICS POLICY

A principal, assistant principal, or designee may search a student's electronic communication device (ECD) if the principal, assistant principal, or designee has reasonable grounds to suspect that the search will yield evidence of the student's violation of the law or school rules. The search must be reasonably related to the objectives of the search and the nature of the suspected infraction.



Student use of an ECD in the classroom setting will be managed by the classroom teacher and will follow the school guidelines. **Cell phones and other electronic devices are not allowed to be used in classes or on campus during class time including assemblies and other special school activities without teacher approval. Students who do not adhere to the policy are subject to progressive school discipline.**

#### **FALSE ALARMS**

Pursuant to the 1991 Uniform Fire Code Section 13.203, false alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner. Under the law, false alarms are misdemeanors subject to a maximum fine of \$250. Such action or involvement by a student will result in discipline and/or expulsion from school. Return to school may be contingent on a satisfactory conference with the Fire Marshall. Bomb threats are considered felonies and will result in expulsion.

#### **FIREARMS**

*Since one of the greatest threats to the safety of our children is the presence of firearms and other dangerous weapons, it is very important that our students and members of our school community understand the consequences of violating this law. **Students carrying or possessing a firearm shall be expelled for a period of not less than one (1) year.** (A firearm is defined in the law as a weapon or device from which a projectile may be fired by an explosive such as gunpowder.) School principals have no discretion on this disciplinary action. Other school districts may also refuse to admit students expelled for such an offense. **Appropriate law enforcement agencies will be contacted if there are violations of the firearms/dangerous weapons statute.** The policy also makes bringing dangerous weapons to school grounds for expulsion. Dangerous weapons include air guns (such as BB guns), knives, metal knuckles, sling shots, nun-chu-ka sticks, throwing stars, and replicas of dangerous weapons. Also prohibited are other objects used in a dangerous or threatening manner or those that could cause harm. The Everett School District, as well as other districts, may refuse to admit students expelled under the state dangerous weapons law. We have no tolerance for students endangering or threatening others and themselves by bringing guns and other weapons to school.*

#### **FRAGRANCE**

While many students choose to wear fragrances to school, fragrances should be worn in moderation so as not to distract, disrupt, or offend others. In addition, some members of the school community have health conditions that are negatively affected by fragrances worn by others. In those circumstances, students will be asked to refrain from wearing fragrances.

#### **GANG SYMBOLISM**

Student behavior, dress, signing or symbolism intended to represent gang affiliation will not be tolerated on school grounds or at school-sponsored events. Violation of this policy may result in discipline, suspension, or expulsion. The Everett School District works in conjunction with the Everett Police Department to determine what is gang related.

#### **HALL PASSES**

All students must have their hall passes signed by their sending staff person. Students may be stopped and asked for the signed hall pass. Students without a signed pass will be sent back to class and could receive disciplinary action.

#### **HARASSMENT / INTIMIDATION / COERCION / BULLYING**

Board policy 3204 of Everett School District to maintain a safe, respectful and secure learning environment for all students that is free from harassment, intimidation and bullying. Harassment, intimidation and bullying of students by other students, staff members, volunteers, parents or guardians are prohibited.

Harassment, intimidation or bullying means any intentional written, verbal or physical act, including but not limited to one shown to be motivated by **race, color, religion, ancestry, national origin, gender, sexual orientation or mental, sensory, or physical disability, or “other distinguishing characteristics,”** when the intentional electronic, written, verbal, nonverbal, or physical act:

- **Is unwelcome; or**
- **Physically harms a student or damages the student’s property; or**
- **Has the effect of substantially interfering with a student’s education; or**
- **Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or**
- **Has the effect of substantially disrupting the orderly operation of the school.**

Harassment, intimidation or bullying can take many forms, including but not limited to, **slurs, rumors, name calling, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, hazing, physical attacks, threats, or other electronic, written, verbal and nonverbal, or physical actions.**

**A. First Offense**

Review of policy (warning), possible short-term suspension, and referral to law enforcement agency.

**B. Subsequent Offenses**

Short- or long-term suspension or expulsion, referral to law enforcement agency.

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

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

An incident report form may be filed anonymously (confidentially), or the individual may choose to disclose his or her identity (non-confidential). No disciplinary action will be taken against an alleged perpetrator based solely on an anonymous or confidential report. Confidential reports will be used in investigations that may result in disciplinary consequences for the perpetrator; information from these reports will be restricted to only those with a need to know, both during and after the investigation.

**Retaliation** against those who report or participate in an investigation of harassment, intimidation, and bullying is prohibited and will result in appropriate discipline. **Knowingly reporting false allegations** of harassment, intimidation, and bullying is also prohibited. Students and employees will not be disciplined for making a report in good faith. However, persons found to knowingly report or corroborate false allegations will be subject to appropriate discipline.

For counsel and assistance in resolving matters of this nature contact the principal or the Title IX/EEOC Officer at 4730 Colby Ave., Everett, WA 98203, telephone 385-4073.

**IDENTIFICATION BADGES:**

- Students are expected to carry a school ID badge with them at all times while on Everett High School grounds or at any school function. Students must produce their ID badge upon request by an EHS staff member.
- The school will provide one identification badge to each student at time of Seagull Days or Make-ups. The Identification/ASB badge is the property of Everett High School.
- Identification/ASB badge may be replaced at a cost of \$5.00 to the student.
- If a student is suspended, expelled or withdrawn from Everett High School, the Identification/ASB card must be returned to the school.

**MEDICATION**

Every effort SHOULD be made to schedule the administration of medication outside of school hours. If this is not possible, it must be understood by the parent/guardian that the medication will be administered by the school nurse, or by the teacher, principal, health assistant or secretary in the absence of the school nurse. The school nurse will provide instruction on administration.

All prescription and non-prescription medication will be kept in a locked cabinet.

Medication to be given for any period of time will require written permission and instructions from a person licensed to prescribe as described in the Nurse Practice Act. Medication must be properly labeled with the student's name, name of medication, dosage, and time to be administered. Forms will be available to the parent/guardian for their use.

The school accepts no responsibility for reactions when the medication is dispersed in accordance with the licensed prescribed directions.

**Non-prescription or over-the-counter medication may only be retained for personal use. Students are prohibited from dispensing these medications to other students. Violations will result in progressive discipline.**

**PARKING**

Everett School District Board Policy 3241 states that school parking lots are closed during the school day. Students with open campus permission may leave in their vehicles at lunch but **students are not allowed to occupy vehicles during the school day.**

Parking on campus is by permit only. Standard rules for auto safety will be enforced. Violations may result in fines, loss of parking privileges and or school disciplinary consequences. Parking spaces on and around campus are extremely limited.

**Vehicles illegally parked or without a valid permit will be fined and may be towed at owner's expense!**

## **SCHOOL PROPERTY**

Students who damage school property at school or while under school jurisdiction may be suspended and/or disciplined. The student, parent/guardian shall be liable for damages.

All students are expected to respect and care for all property of the school including building facilities, desks, chalkboards, books, lavatories, etc. Any student or students losing or found damaging or defacing school property will be required to pay for the damage or loss. Willful destruction or defacement of school district property at any time is good cause for discipline up to and including expulsion. Student grades and transcripts will be withheld until all costs from damages have been paid. When the pupil and parent/guardian are unable to pay for damages, a program of voluntary work for the pupil will be provided in lieu of monetary payment.

## **SEARCH AND SEIZURE**

School authorities may seize any contraband substance or object the possession of which is illegal, or any material or object which violates a school rule or poses a hazard to the safety and good order of the school. Students are not to bring these items to school or to any school-sponsored function. The law allows school authorities to search students, their lockers, their motor vehicles and personal property when they have reasonable suspicion that a particular student is in possession of something prohibited by school rules or by law.

**General Inspection** - School authorities will be making general inspections of lockers or desks for purposes including but not limited to safety, cleanliness, retrieval of school material, and maintenance. Such general inspections shall not include searching personal items stored in lockers or desks, such as clothing, bags, or purses, unless reasonable particularized suspicion exists.

**Locker/Desk/Storage Area Inspections** - All lockers and other storage areas provided for student use on school premises remain the property of the school district and are subject to inspection, access for maintenance, and search. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by or approved by school authorities. Unproved locks shall be removed and destroyed.

**Personal Searches** - A student's person and/or personal effects (e.g., purse, book bag, etc.) may be searched when a school authority has reasonable suspicion to believe that the student is in possession of illegal, unauthorized or contraband items.

**Motor Vehicle Searches** - Motor vehicles that are driven by students and parked on or near school property during regular school hours or during school activities are subject to being searched when school officials have reason.

Any student who refuses to submit to a reasonable search by school authorities will be subject to disciplinary action. School authorities may detain the student pending the notification and arrival of the student's parent/guardian and/or law officials as appropriate.

## **SCHEDULING PROCESS**

Student schedules are based on the request provided in the spring, as well as the balance of seats available in each course. This process has variables which create the possibility for discrepancies between your student's schedule and your student's graduation needs. Therefore, we have a process for parents and students to communicate these errors so we can address them.

### **Expectations of Students**

- Students completed requests that were meaningful in the spring.
- Students will request changes to address conflicts in meeting graduation needs or Post High School requisites (plans).
- Students will request changes IF their schedule places them in the wrong level of a class or they have not completed the pre-requisite.

### **Schedule Change Procedure:**

- Review their transcript evaluation
- Articulate how the change supports their graduation and post high school plans.
- All schedule change requests must be submitted by the 5<sup>th</sup> day of the semester. Changes will be completed by the 10<sup>th</sup> day of the semester. **Any courses dropped after the 10<sup>th</sup> day will receive an "F" on the transcript.**

## **STUDENT PROPERTY**

- iPods, MP3 players, portable compact disc players and headphones are not allowed to be on or worn in class without teacher approval.
- Skateboards, roller blades may not be used on campus and must be placed in lockers upon arriving at school.
- Bicycles must be walked on campus.
- Cellular phones may not be on/used during class.
- Cigarettes, matches, or any other smoking paraphernalia within two blocks of campus during school hours are prohibited.

- Items that are determined to be disruptive to class or damaging to school property are prohibited.

**The school is not responsible for the loss/theft of any student property (including cell phones and all electronic devices). Students bring these items to school at their own risk as theft of those items will not be investigated by school personnel.**

Students choosing to bring electronic equipment to school need to understand that there is a risk of loss, damage, and/or theft and the student assumes full responsibility. Examples of high theft items include electronic equipment, expensive sports clothing and money. The conducting of private business or selling unauthorized items is prohibited.

### **TECHNOLOGY**

Students may not bring any computer applications including games to school for any reason. District workstations may not be altered without direct teacher permission. Each school may establish additional guidelines, which will be posted in classrooms. Please refer to the AUP (Acceptable Use Policy), at your school.

Any vandalism (renaming, trashing, or moving files, illegal copying, etc.), intentional copyright violations, attempted access to unauthorized data or downloading/playing computer games will result in disciplinary action, which may include restitution.

Any violation as related to the Internet will result in disciplinary action, including detention, suspension and/or the withholding of Internet access.

### **TEXT BOOK FINES**

**After 6 months the school will be required to purchase a replacement book and for that reason the book fine can not be revoked or refunded even if the book is returned.**

### **THEFT**

Theft will result in discipline that may include short term, long term suspension or expulsion with possible loss of credits for a semester. Legal authorities will be contacted. Any student involved in theft while under school jurisdiction will be denied participation in school activities for a period of up to ninety (90) school days.

### **TOBACCO/SMOKING REGULATIONS**

The Everett School District promotes and maintains a smoke-free environment; therefore, students are prohibited from using tobacco products or having tobacco in possession at any time during the school day or at any school-sponsored activities. Before and after school, students are not to use tobacco products adjacent to the school grounds. Violations of tobacco regulations are cumulative on a one-year basis.

### **TRESPASS**

Students are not to enter or remain on any school district campus without proper authorization. Violators may be subject to disciplinary action, suspension, and/or expulsion and arrest for criminal trespass. Students on campus while on suspension and/or expulsion are subject to additional disciplinary action and arrest for criminal trespass.

### **VISITORS**

All visitors must be on campus for official business. The visitor is required to state their business, sign in and receive a visitor's badge in the main office. Parents are always welcome. A parental visitor's pass and permission must be obtained from an administrator before the parent is allowed to go into a classroom. No student may have a guest on campus during the school day without administrative approval.

### **WEBSITE**

The EHS web site includes the direct phone numbers for all staff, daily announcements, calendar of events, graduation/CE requirements, newsletter – plus lots more. [www.everett.k12.wa.us/everetthigh](http://www.everett.k12.wa.us/everetthigh)

## **STUDENT SERVICES AND COMMUNITY INFORMATION**

### **BLUE AND GOLD CLUB... *Helping all students achieve success***

At Everett High School we have many champions. Many times students go unrecognized or they are unable financially to participate fully in school activities. That is how the Blue and Gold Club was originated. The goal of Blue and Gold Club is to strive to promote participation in school activities with special emphasis on assisting financially disadvantaged students.

The Blue and Gold Club was formed in 1980 by a group of interested alumni, parents, Everett High School teachers and administrators. Some of the programs that have benefited are: athletics, band, drama, choir, German Club, Kodak, Students Against Destructive Decisions, and academic excellence. In addition, Blue and Gold sponsors athletic awards for individual winners in all twenty sports and academic achievement awards such as high SAT scores and department scholars.

The Blue and Gold Club meets at 7:30 p.m. on the second Thursday of each month. You are encouraged to attend. Website: <http://www.blueandgoldclub.com/>

### **CAREER CENTER**

The Career Center at Everett High specializes in job placement and career guidance. Our goal is to have students leave high school with realistic career plans for their future.

Student services include (but are not limited to):

- Career Exploration/Counseling
- how to search, apply, and interview for a job
- how to prepare a job resume
- Career Pathway information
- interest and vocational assessments
- computerized college search
- internship placement
- computerized work based learning
- job shadowing
- computerized college search
- Catalogues and brochures about...
  - colleges/universities
  - vocational schools
  - military
  - apprenticeships

### **DRUG AND ALCOHOL COUNSELOR**

There is one drug and alcohol counselor at Everett High. Our counselor is contracted through Community Alcohol and Drug Service to work full time. Services provided are: assessment, referrals, recovery assistance, drug education and information groups, children of alcoholics groups, and individual sessions. Any information shared is confidential. Students may initiate contact on their own or may be referred by friends, teachers, or parents. Information is available about community resources for students and families.

## **HEALTH SERVICES**

Everett High School has a full time Health Center. Please feel free to call our Health Center if you have any questions or concerns.

If a student comes or is sent to the Health Center during the school day because illness prevents continuing regular activities, the attendant will make every attempt to contact parents by phone. In the event of a medical emergency, please be sure we have your correct phone numbers. Any medications carried to school by students must be registered with the attendant and kept in a locked drawer in the Health Center

## **INCLEMENT WEATHER CLOSURE/LIMITED OPERATIONS**

School closure and length of closure are to be determined by the Superintendent. Every effort shall be made to keep schools open. If necessary, due to snow or ice conditions, opening may be delayed for one or two hours. Closure or delayed starting time announcements apply to one day only and will be announced on radio stations KRKO-AM 1380, KWYZ-AM 1230, KCIS-AM 630, KCMS-FM 103.5, KMPS (AM) 1300, KING-AM 1090, KIRO- AM 710, KMPS-FM 94, KOMO-AM 1000, and TV Stations KOMO- Channel 4, KING-Channel 5, and KIRO-Channel 7. Staff and parents are asked to NOT CALL the radio stations. All activities in school buildings are cancelled or postponed when school is closed.

When it is necessary to start school one hour late, school buses will also run one hour late. Students coming to school before the late starting time will be expected to report to their first period class when they arrive at school.

When limited bus schedules for snow and ice conditions are announced there will be NO CHANGE in bus stops for Everett High students.

## Daily Class Schedule

1	7:30 – 8:21
2	8:27 — 9:18
Announcements & SSR	9:18 – 9:38
3	9:44 – 10:35
4	Lunch
<b>1st Lunch</b>	<b>10:35 – 11:09</b>
<b>4th Period</b>	<b>11:15 – 12:06</b>
<b>4th Period</b>	<b>10:41 – 11:32</b>
<b>2nd Lunch</b>	<b>11:32 – 12:06</b>
5	12:12 – 1:03
6	1:09 – 2:00

*School of Champions!*

Everett Public Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. Designated to handle inquiries about nondiscrimination policies are: Affirmative Action Officer, Carol Stolz, 3715 Oakes Ave., Everett, WA 98201, 425-385-4106; Title IX Officer and Section 504 Coordinator, Randi Seaberg, 3715 Oakes Ave., Everett, WA 98201, 425-385-4104; ADA Coordinator, Kristine McDowell, 4730 Colby Ave., Everett, WA 98203, 425-385-5250; (Email address for each is FirstInitialLastName@everettsd.org)

