Dear Parent/Guardians,

The use of cell phones and personal electronic devices (PED) in the classroom can distract students from instruction, yet can be important to have accessible in case of emergency. With this in mind, the district has adopted a new personal electronic device policy 3246 and procedure 3246P which prohibit cell phone use in the classroom while still providing access for students in case of emergency.

High school students who choose to bring cell phones and other PEDs to school may only use them during transition periods, at lunch, and before/after the school day. Students are expected to silence and put away their cell phones and other PEDs before entering a classroom.

There is an exception for students having an IEP, 504 Plan, or Individual Health Care Plan (IHP) that includes specific accommodations for assistive technology, following the process outlined in the student’s IEP, 504 Plan, or IHP.

At Everett High School, we will spend the first week and half introducing the new expectations to teach students how to manage their PEDs. Students will be reminded up to three times during class to Respect, Engage, and Prepare (REP) their PEDs (see chart below).

| Respect       | • I control my phone.  
|               | • I use cell phones and other Personal Electronic Devices (PED) during lunch and passing time. |
| Engage        | • I use my school device in class.  
|               | • Save my battery! I leave my phone off or silenced in my pocket or bag. |
| Prepare       | • I let people know I am at school and will not be available until lunch or passing period.  
|               | • Nobody knows I have a phone while I am in class. |

On September 16th we will go “live,” meaning, PEDs will be removed from the school environment for consistent misuse (needing more than three reminders in a class period to silence and put PED’s away). Parent/Guardians will receive notification for any PED misuses that could result in the loss of PEDs being brought to school.

Should you need to get a hold of your child for an emergency or urgent matter during class, please contact our front office at (425) 385-4400 and the message will be relayed without delay. Our goal is to be clear and intentional with teaching students how to manage their devices in class. We appreciate your partnership in teaching these expectations.

Sincerely,

Lance Balla
Everett High Principal