

NMS STUDENT HANDBOOK

2023 - 2024

NORTH MIDDLE SCHOOL
2514 Rainier Ave.
Everett, WA 98201

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Counseling Office	(425) 385-4805
Health Room	(425) 385-4810
FAX	(425) 385-4802
Translation Line	(425) 385-4011
Online Grades	https://www.everettsd.org/Page/4701



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

NMS Mission Statement

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

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

Everett Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX/Civil Rights Compliance Officer and ADA Coordinator

Chad Golden

PO Box 2098, Everett WA 98213

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https://docushare.everett.k12.wa.us/docushare/dsweb/View/Collection-189	
Attendance Policy	Page 20
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The North Way

We expect the students to:

- Be safe while participating in all activities throughout the building
- Be respectful in words and actions to adults, each other, and themselves
- Be respectful of school and personal property
- Take an active role in your own learning
- Be a responsible community member by maintaining an inclusive and respectful learning environment.
- Be prepared every day

We expect the staff to:

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

We expect the administrators to:

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

We expect the families to:

- Ensure regular school attendance
- Nurture each child's sense of self-worth
- Maintain a healthy and safe home environment and teach responsible behavior
- Monitor and encourage students to complete homework, study, and celebrate successes
- Participate in their students' education by communicating and partnering with teachers

THE NORTH WAY

We are all responsible for creating a safe and respectful learning community.

BE RESPONSIBLE

BE RESPECTFUL

BE SAFE



BELL SCHEDULES

Monday-Thursday

Bell Schedule 6th Grade				Bell Schedule 7th/8th Grade			
PERIOD	START	END	# Minutes	PERIOD	START	END	# Minutes
1st Bell	8:10 AM	8:15 AM	5	1st Bell	8:10 AM	8:15 AM	5
1	8:15 AM	9:15 AM	60	1	8:15 AM	9:15 AM	60
2	9:19 AM	10:14 AM	55	2	9:19 AM	10:14 AM	55
3	10:18 AM	11:13 AM	55	3	10:18 AM	11:13 AM	55
Lunch A	11:18 AM	11:48 AM	30	4	11:17 AM	12:12 PM	55
4	11:53 AM	12:48 PM	55	Lunch B	12:17 PM	12:47 PM	30
5	12:52 PM	1:47 PM	55	5	12:52 PM	1:47 PM	55
6	1:51 PM	2:50 PM	59	6	1:51 PM	2:50 PM	59

STAR Fridays

LIF Bell Schedule 6th Grade				LIF Bell Schedule 7th/8th Grade			
Period	Start	End	#Min	Period	Start	End	#Min
1st Bell	8:10 AM	8:15 AM	5	1st Bell	8:10 AM	8:15 AM	5
1	8:15 AM	8:53 AM	38	1	8:15 AM	8:53 AM	38
2	8:57 AM	9:35 AM	38	2	8:57 AM	9:35 AM	38
STAR	9:35 AM	10:10 AM	35	STAR	9:35 AM	10:10 AM	35
3	10:14 AM	10:52 AM	38	3	10:14 AM	10:52 AM	38
4	10:56 AM	11:34 AM	38	4	10:56 AM	11:34 AM	38
Lunch A	11:39 AM	12:09 PM	30	5	11:38 AM	12:16 PM	38
5	12:14 PM	12:52 PM	38	Lunch B	12:21 PM	12:51 PM	30
6	12:56 PM	1:35 PM	39	6	12:56 PM	1:35 PM	39

Your lunch is based off your grade level. We expect all students to uphold the North Way in the cafeteria and follow all behavior expectations. The school administration may assign tables or seats if necessary to support positive behavior.

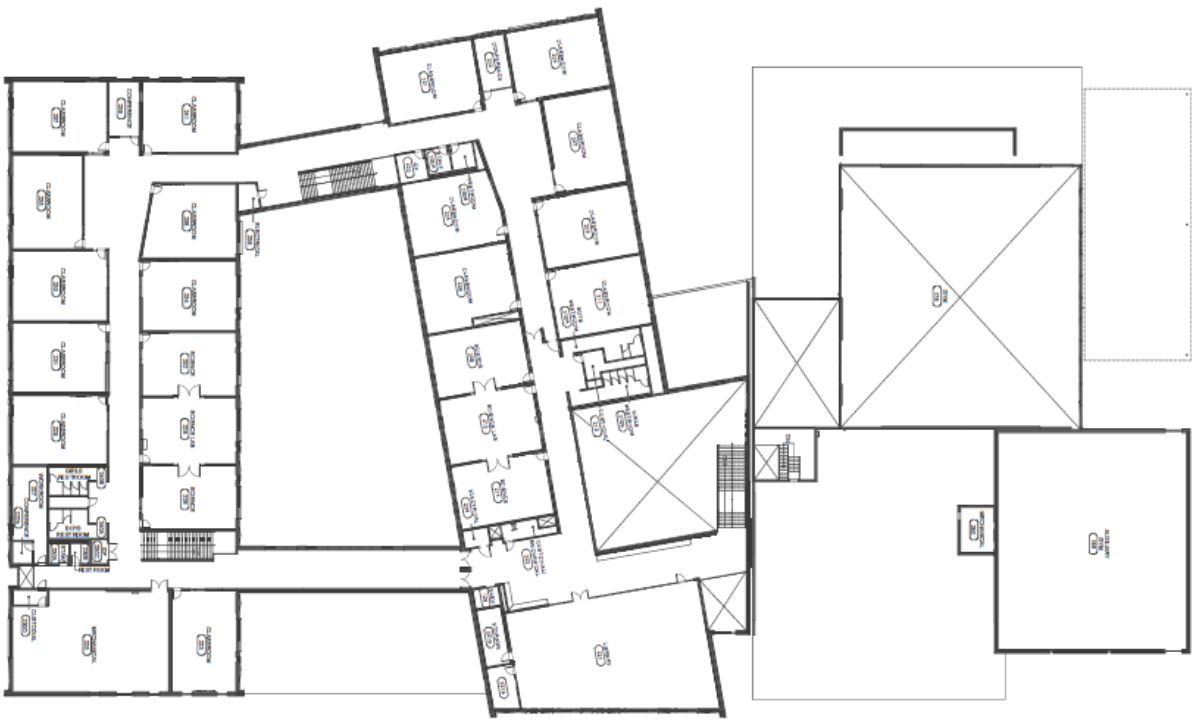
Lunch A	Lunch B	
	Group A	Group B
All 6 th graders go to the cafeteria for lunch first then all go outside for recess on the field and under covered play area	7 th Graders go to cafeteria first for lunch then recess on the field and under covered play area	8 th graders go to recess first on the field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

MAP

First Floor Plan
North Middle School



Second Floor Plan
North Middle School



COMMON EXPECTATIONS

Campus Expectations

These expectations apply in all locations at North Middle School:

- Act with kindness
- Be a good citizen
- Use school appropriate topics and language
- Be prepared for class each day
- Leave prohibited and unnecessary items at home
- Keep the walls, floors, and ground clean and neat
- Use only appropriate and agreed physical contact
- Follow all district and schoolwide expectations and rules

Levels of Volume

- Level 0 means Silent—Lockdown, state testing, etc.
- Level 1 means Whisper— Hallways, entering and exiting an assembly, etc.
- Level 2 means Conversation—Commons, during classroom partner work, outside during lunch, etc.
- Level 3 means Presentation—Presentation in class, presenting at an assembly, etc.

Give Me 5 Signal

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

- Be at Level 0
- Face the adult giving the signal
- Show the hand signal to help others
- Sit up straight
- Pay attention

Supply List

The school supply list is located on the NMS website: <https://www.everettsd.org/domain/4366>

The school environment is designed for learning. Materials brought to school should be conducive to that purpose. Any unnecessary or extra materials should be left at home.

Prohibited Items

Some items are not conducive to the learning environment and can cause a distraction in classes. The following is a list of some examples of items that should be always left at home. This list is not comprehensive:

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

Failure to leave these items at home may result in their loss or confiscation. The school will not be responsible for any items that are lost or damaged.

Different settings will call for additional expectations:

Hallways (During class you must have a pass)

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

Assemblies

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

Restrooms

- Obtain a pass from an adult before using restroom at any time outside of passing period
- Use the trash, sink, and toilet in the intended manner
- Be considerate of others when using the restroom
- Walk directly to the nearest restroom and leave promptly when finished
- Restrooms may not be used in the first or last 10 minutes of a class period

Courtyard

- Stay within the designated areas at all times
- Remember that this is a calm, not active space

Commons

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

North Middle School provides breakfast and lunch service for all students. In the 2023-2024 school year, all students will receive free lunch and breakfast regardless of free and reduced lunch status. Families are encouraged to fill out the [CEP Household Income Report](#) so that our school receives the full amount of federal and state funding to which we are entitled. The Commons is the only place where students may consume food and beverages on campus. If students are eating or drinking in other areas, they will be asked to put their food or drink away or return to the Commons.

IMPORTANT INFORMATION

Academic Dishonesty/Cheating/Plagiarism

Students are expected to complete their own assignments and appropriately cite sources of information. Plagiarism of ideas or assignments is prohibited. Students who cheat or copy may receive a zero on the assignment and may receive disciplinary consequences for continued offenses.

Arrival to School/Dismissal from School

Class hours are from 8:15 AM – 2:50 PM

- Students should not be on campus prior to 7:50 AM
- The doors to all hallways open at 8:10 AM and are closed at 3:00 PM
- Students may be in the building before or after school if they have a pass from a teacher or are participating in a before or after school sponsored activity
- Breakfast is served in the commons starting at 7:50 AM

Arrival Procedure

- Busses will drop students off in the front lot and family drop off will be located on Rainier Ave.
- Use sidewalks to enter campus
- Grade levels will line up in designated areas
- Enter the building when the first bell rings

Dismissal Procedure

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

After School Activities

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

Closed Campus

- The NMS campus is “closed” during the instructional day
- Once you arrive on campus, you are expected to be on campus for the remainder of the school day
- If you have permission from the office to leave, students need to be signed out in the main office by a guardian before leaving the campus

Associated Student Body (ASB) Cards

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

Bicycles/Wheeled Recreational Devices

Students may ride bicycles, scooters, and skateboards to school. Approved safety helmets are highly recommended. Students are expected to walk wheeled recreational devices onto/off the school grounds. It is recommended that students lock up their items on the racks provided. A skateboard and scooter specific locker is available on the front of the building; bike racks are available on both the front side and the Rainier side. North is not responsible for damage or theft of bikes.

Conferences

In the fall, families have the opportunity to attend conferences with each of the teachers for their student. Teachers are available to answer questions about academics, curriculum, and student progress. Individual conferences can be set up by contacting the teacher. To meet with all teachers, contact the grade-level counselor.

Counselors

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

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

The school counselors' primary concerns are the educational, social, personal, and career needs of students. They assist students in developing self-understanding and a positive self-concept. They help students establish goals, make useful decisions, and relate effectively with others. Counselors work with families and teachers to create a vital partnership toward facilitating a child's growth and development in the school environment.

If a student wishes to see a counselor, they are expected to:

- Fill out an appointment request form in the counseling office
- Sign in on clipboard when arriving at counseling office
- Sit quietly in the counseling office until their name is called

Students often consult with a counselor for the following reasons:

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

Dances/Events

After school events are for currently enrolled North students unless otherwise specified. Students from other schools may not attend. Students must report directly to the event after school and any student who leaves campus will not be permitted to return to campus for the event. All school rules and expectations apply at the event. Students that receive a suspension within two weeks of an event may not attend. Tickets are sold at lunch and before school, not at the door of the event.

Earbuds

Earbuds are to be out and stored while on campus. They cannot be in while in class as it is a distraction from the learning.

Electronic Device Policy (CELL PHONE POLICY)

Everett Public Schools provides students with the technology they need during the school day to access digital and online learning experiences. Elementary and middle school students who choose to bring **cell phones** and other Personal Electronic Devices (PEDs) to school may only use them before or after the school day. **During the school day, all cell phones and other PEDs must be powered off and stored** (e.g., in the student's backpack, locker, other district provided storage). For more information about PED use at school, please refer to [Policy 3246](#) and [Procedure 3246P](#).

Cell phones with cameras and video recorders are prohibited in restrooms and locker rooms (Policy 3245P).

This includes any school sponsored events such as school clubs, dance, fieldtrips and any athletic competitions, practices and trips. **If an electronic device is seen or heard, it will be confiscated and violators will be subject to consequences listed below via the Student Conductor system.**

Cell Phone Violations	1-5	Phone confiscated until end of day & email/txt to parent/guardian
	6-10	Phone confiscated, Friday after-school detention & email/txt to parent/guardian
	11+	Phone confiscated, in-school suspension & email/txt to parent/guardian

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

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

Field Trips

Field trips are an extension of the classroom and all NMS expectations apply while on the field trip. Behavior expectations on field trips is the same or better than student behavior at NMS. When on a field trip, we are guests at the establishment and should behave as such.

Fragrances

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 to school. Any items with strong fragrances such as perfumes, scented body lotion, or body spray should be left at home.

Gifts

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

Guest Teachers (Substitutes and Speakers)

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

Gum

NMS is a no gum school. Please leave gum at home.

Health Policies - *Your child's health is important to us!*

All students are required to complete an annual health history form.

A first aid certified Health Room Assistant supervises the health room. Students that become ill or injured check in with their teacher or supervisor to obtain a pass or permission to go to the health room.

If you are ill and need to go home, this phone call needs to be made from the health room.

If a child's temperature is 100 degrees or above, or if the child is injured, the student will automatically be sent home. If it is determined that the student needs to go home, families will be notified by phone. Only a guardian or emergency contact will be allowed to pick a student up.

Emergencies and Accidents

In case of an emergency or accident, you will be contacted immediately. It is important your child's emergency information be up to date. If you have any changes during the year, please contact the office by phone or note.

Medication

Students in grades 6-12 are allowed to bring to school and carry on their person prescription or over-the-counter medications (in the original container) such as Tylenol, Advil, Motrin, Pamprin, cough drops, etc. for their personal use only. Students who bring such medications to school must have it accompanied by a note from the doctor indicating the student has permission to bring the medication to school. The student must provide the permission to the school health room staff. Students are prohibited from dispensing the prescription/over the counter medications to other students. Violations of this rule will result in progressive discipline.

Homework

Students are expected to keep a record of homework assigned either in a planner, online, or in a format that is effective for them to remember their assignments. Homework is an extension of the work done at school. Its purpose is to apply and reinforce what students are learning.

Success Tips:

- Establish a regular study time and find a quiet place to study
- Maintain a list of assignments assigned including due dates
- Check off assignments as completed
- Place all materials together for return to school (binder)

Homework Requests

If a student is unable to attend school, homework can be requested by contacting the main office. Most staff have homework available for students via Canvas and this should be the first location checked prior to requesting additional materials.

Please allow adequate time for the office to gather homework from staff. This can usually be done within 24 hours.

Homework requests are:

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

Language

Language used while on campus should be appropriate for the educational setting. Students will not use profanity or any form of racial or sexual language to communicate.

Library

Welcome to the North Library! We are looking forward to a great year with lots of students using the library!

Ways to come to the library

- Students may come to the library with their class
- Students may come to the library with a pass
- Students may come to the library at lunch (an open sign will be on the door), before and after school

Expectations:

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

Checkout Policy:

- Use your six-digit number to check out books
- Two books or magazines for two weeks
- Fines will be charged for lost or damaged materials at replacement cost
- Checked out items that are more than four weeks past due are considered lost

Computer Policy:

- Access to the Everett School District's electronic network system is a privilege, not a right
- All students who access the internet must agree to and abide by the "System of Acceptable Use Guidelines" policy 2314
- All computers and internet are for school related research and projects ONLY
- Violations of student access rules will result in suspension or revocation of network privileges. Students may also be subject to additional disciplinary actions
- Students may print any school related information or assignments

Lost and Found

Please be sure to put your name on your property. Lost and found clothing items are kept in the Lost and Found bin in the commons. Books, notebooks, and all items with names on them are returned to the student. Valuable items are kept in the office. All unclaimed lost and found items are donated to a non-profit at various times during the year.

Note: Taking things that don't belong to you is theft.

Messages to students

Please do not call the office to relay messages to your child unless it is a family emergency. A message is taken for a student only in cases of an emergency and must not disrupt the learning environment. The office makes every attempt to deliver an emergency message. We do not guarantee delivery. Please make schedule arrangements prior to sending your student to school.

Office Expectations

The office is a place of business. Students should come to the office for business purposes and be respectful when entering the main and counseling offices. Students are expected to enter quietly, show their pass to office staff or student assistant, sit quietly and wait to be seen. Students can visit the office before school, lunch or after school, but should not visit the office during passing times or class time unless they have a pass.

Party Invitations

We request that no invitations be handed out at school.

Physical Education

Students at NMS participate in Physical Education daily. Suiting up for Physical Education class is a requirement for all students. Jewelry, food, drink, and gum are not allowed in the gym due to safety concerns.

PE lockers and combination locks are assigned to each student to secure their belongings. Students should not share their PE lock combination.

The locker room is not a secure area. It is a changing room and restroom. Do not bring valuables in this area. If you change and leave clothes here, they must be locked up. This is a densely populated area and theft can potentially occur.

Cell phones and electronic devices are not allowed to be used in the locker room and PE classes (Policy 3245P). They should be off and in your backpack per the cell phone policy.

Public Displays of Affection (PDA)

PDA can be embarrassing or offensive to others. Prolonged or intimate embraces are not appropriate on campus. Our actions at school need to support our culture of promoting personal pride and respect for others.

School Closure Procedures

In unplanned cases when the school must be closed due to weather conditions or for other reasons, announcements will be made on local radio and TV stations.

Information is available at the District 24-Hour Information Line at (425)385-4636 and Everett Public Schools website.

Student Conductor

North Middle School will launch the use of Student Conductor during the 2023-24 school year. Student Conductor is a district approved software that will support students arrive on time to classes, meet expectations, track their attendance, and communicate to parents in real time. During the initial launch phase of this new system, North will track tardies and cell phone violations and the system will auto assign a variety of interventions and consequences based off a progressive ladder determined by administration. The system will also notify parent/guardian automatically when their student is tardy or violates personal electronic device policy.

Tardies

Students who are late to class after the tardy bell, will not be permitted to enter the classroom until they visit a Student Conductor kiosk which will require them to use their district student ID number to record the tardy and print a tardy pass. Students will then show the pass to the teacher/staff member. The staff member is required to check the student's name, date, time, and other relevant information to ensure the pass is valid and accurate. Students will keep the pass as a reminder which will include possible consequence notification and information.

Cell Phone Violations

Per [District Policy 3642](#), students are not allowed to use their cell phones or PEDs during the school day. If a student violates this policy, a student will receive a consequence/intervention and will be recorded into Student Conductor. An administrator will monitor and track assigned consequences/interventions.

<i>Violation Type</i>	<i>Violation Count/Instance</i>	<i>Intervention/Assigned Consequence</i>
Tardy	1-4	Warning & email/txt to parent/guardian
	5-7	Lunch detention & email/txt to parent/guardian
	8-10	Friday after-school detention & email/txt to parent/guardian
	11+	In-School Suspension & email/txt to parent/guardian
Cell Phone	1-5	Phone confiscated until end of day & email/txt to parent/guardian
	6-10	Phone confiscated, Friday after-school detention & email/txt to parent/guardian
	11+	Phone confiscated, in-school suspension & email/txt to parent/guardian

Textbooks/Library Books

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

Technology – District 1:1 Device

North Middle School encourages the use of technology to help students meet learning objectives, understand classroom content, and develop 21st Century skills. North Middle School students will follow the guidelines outlined in the sections Acceptable Use Guidelines and Appropriate Use set forth by district policy 3245.

- All use of technology must be in support of education, classroom learning.
- All users of technology shall comply with current copyright laws.
- You may not share your password or log in information with any other student.
- Student use of electronic devices in the classroom will be managed by the classroom teacher.

To fully access classroom content, students are expected to bring their charged school issued device to school each day.

Transportation

Transportation is a privilege-not a right.

The district's transportation department establishes routes that safely and efficiently carry students. Violation of school bus rules can create an immediate danger to the health and safety of others.

While riding buses to or from school, students shall observe all school rules, in addition to the specific rule affecting conduct and safety on buses. Each student will be given a copy of the Everett Public Schools Student Responsibilities & Rights Policies which contains the bus riding rules. Violation of bus riding rules will result in progressive discipline:

- 1st Offense: Warning and /or detention, home-school communication initiated (subject to change dependent upon severity of behavior)
- 2nd Offense: Bus suspension, home-school communication initiated
- 3rd Offense: 1-2 week suspension from bus, home-school communication initiated
- 4th offense: Bus suspension for the remainder of the semester/school year, home-school communication initiated

Students who need to ride a bus home other than their assigned bus must bring a note to the main office before school. A special bus pass will be issued. Students are not allowed on a different bus without a pass from the office.

- Bus Evacuation Drills: Students are expected to participate in emergency exit procedure drills.
- Serious Bus Rule Violation: Any major infraction of the rules or severe inappropriate behavior shall result in the immediate suspension of bus riding privileges.
- Bus Lane Expectations: Students are not to cross between buses as the buses are stopped or preparing to depart.

Updated Student Information

The school must have the most current contact information for all students. Please update contact information online asap after a change. If you are unable to update online, please contact the Registrar for assistance. **It is vital that the office has updated Emergency release information.** The school may only communicate with the guardians listed on the contact information. Additionally, students will only be released to the guardians listed on the contact information unless notified by the guardian of a change.

Visitors

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

- Classroom visits by guardians require 24-hour notice and approval from an administrator.
- Students may not bring guests to school.

Volunteering

If an adult wishes to volunteer at North Middle School they can complete an application through the district website. <https://www.everettsd.org/domain/1452>
All volunteers must wear a volunteer tag at all times and comply with school-wide expectations and rules.

Yearbooks

Yearbooks are available for a fee in the main office. Yearbooks are distributed at the end of the year. Student will be subject to disciplinary actions for defacing another student's yearbook.

GETTING INVOLVED IN ACTIVITIES

If you want to be a part of an afterschool activity of any sort, but don't know what is a good fit for you, talk to a staff member who can point you in the right direction. They will direct you to someone who can help you determine the best fit.

Athletics

North Middle School students can participate in four sports seasons in the Everett Public School's Middle School Athletic Program. Students must have an ASB card, be passing all classes, get a sports physical from a medical provider, and complete the appropriate forms online or in the main office. You can talk to the office about options for assistance in purchasing an ASB card, if needed. Sports physicals are good for 2 years. Some sports may have "cuts", which means there are a set number of athletes selected for that particular season (Softball, Volleyball, Girls' Basketball, and Boys' Basketball).

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

Sports Seasons: The 2023-2024 school year sports program is available for 7th and 8th grade students:

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

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

Spectators

Students attending an athletic event or activity as a spectator without an adult are expected to leave campus and return at game time (3:35pm or 3:50pm), positively support teams, follow rules of events and North, remain in the spectator area, not interact with players, and stay on campus. Students not complying with expectations will be asked to leave the event. Once a student leaves the event, he/she is not permitted to return.

Clubs

Many clubs are available for all students to participate in. The following is a current list of clubs but may change over the course of the school year.

Yearbook Club	Robotics Club [NERDS]	Drama	GSA
ASB	Art Club	SPARK	Garden
Multicultural			

After School Activities

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

Student Senate/ASB

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

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

ASB Advisors: Ms. Amanda Rodriguez and Ms. Angelica Hawkinson

MONITORING ACADEMIC PROGRESS

Students will monitor their academic progress four times each semester using a progress report. During a Naviance lesson, students will calculate their Grade Point Average (GPA).

Students will bring home progress reports approximately once a month. These progress reports are not sent home at semester because the report card is sent at that time. The following are the dates students will receive progress reports at school:

First Semester

September 29, 2023

October 27, 2023

November 17, 2023

December 8, 2023

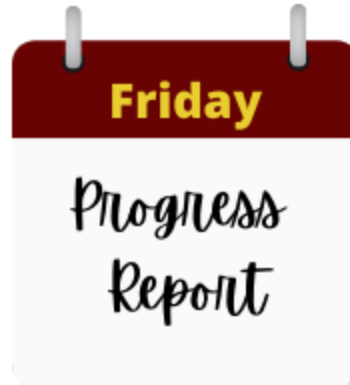
Second Semester

February 23, 2024

March 22, 2024

April 26, 2024

May 24, 2024



Students can use the following scale to calculate their GPA:

A	4.0	B-	2.7	D+	1.3
A-	3.7	C	2.3	D	1.0
B+	3.3	C	2.0	D-	.7
B	3.0	C-	1.7	F	0

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

HIGH SCHOOL READINESS

Middle school is a time for students to learn study skills, explore different interests, and build strong social connections. Academic success in 8th grade is the strongest predictor of future readiness in preparation for the transition to high school.

There are 4 ways that every middle school student can boost their success:

1. Explore the variety of high school credit options available
2. Focus on building good study habits including completing homework, taking pride in the work they complete, and asking for help when needed
3. Regularly attend classes and be on time
4. Put effort toward finding positives in situations and having positive behavior

High School Success Indicators

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

Well Prepared

- Earns a “B” level grade or higher in all classes
- Taking 2 or more advanced pathway or high school level courses
- Level 4 on two or more state required assessments; Level 3 on remaining
- Passing Washington State History in middle school
- Regular, consistent, and timely attendance [98% or better]

Meets Readiness

- Earns “C” level grade or higher in all classes
- Taking 1 advanced pathway or high school level courses
- Level 3 or better on all state required assessments
- Passing Washington State History in middle school
- Regular, consistent, and timely attendance [98%]

Approaching Readiness

- Earns “D” level grade or higher in all classes
- Level 2 or better on all state required assessments
- Has yet to pass Washington State History in middle school
- Consistent, and timely attendance [94 - 8%]

At-Risk for not being Ready

- Earns “F” level grade or higher in all classes
- Does not meet standard on one or more state required assessments
- Has yet to pass Washington State History in middle school
- Inconsistent and irregular attendance [below 94%]

STUDENT ATTENDANCE ([POLICY 3122](#))

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

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

The RCW Chapter 28.A.225 of the Washington State Compulsory Attendance Law (BECCA Bill) specifies that guardians have the primary responsibility for ensuring the attendance of their children at school. The law further states that students shall be regular and punctual in attendance. The attendance procedures at North Middle School are designed to assist guardians in carrying out this responsibility. Missing school for any

reason negatively impacts learning, achievement, and grades. The Washington state truancy law states “all students between the ages of 8-18 must be enrolled and attending school.”

Reporting an Excused Absence

If a student needs to miss school for a valid reason, it is the responsibility of the Guardian to contact the attendance office with the excusal. The following are valid excuses for absences and tardiness:

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

In Writing

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

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

By Phone

Guardians may call the attendance line and provide an explanation for a student absence. Call (425)385-4805 and ask for the attendance office. The guardian contact will be recorded in writing by school staff to excuse the absence.

Anyone needing language assistance to provide a written note may use the district’s Communication Line for Non-English speaking families by calling (425)385-4011.

Prearranged Absence

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

- Pre-arranged absence forms are available in the office for students planning to miss 3 or more days
- The pre-arranged absence form must be signed by the guardian, as well as each teacher
- Students are expected to make up assignments

Early Dismissal

Identification is required to sign a student out.

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

After School Events

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

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

Notice to Guardian

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

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

Unexcused Absences

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

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

Excessive Tardies

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

We will be using the Student Conductor System to track and assign lunch and Friday after-school detentions for excessive tardies. Please see Student Conductor section on Page 15 for specific consequences.

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

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

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

During an emergency drill or situation, it is critical that students follow procedures and staff directions. Please do not talk during an emergency drill. This is necessary to ensure you hear directions should an emergency actually occur. When instructed by your teachers, return to the building in the same quiet manner. Students are expected to:

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

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

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

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

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

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

Students must wear:

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

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

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

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

HARRASSMENT (POLICY [3204](#))

It is the policy of North Middle School to maintain a safe, respectful, and secure learning environment for all students and staff which is free from harassment, intimidation, and bullying. Harassment, intimidation, and bullying of any person by any other person is prohibited. It shall be a violation of the District's student discipline policy for any student of the District to harass, intimidate, or bully a person through verbal, nonverbal, or physical conduct, as defined by this policy on school property (or in reasonable proximity), school transportation, or at school sponsored activities off school property.

Harassment, intimidation, and bullying (HIB) means any intentional electronic, 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, including gender expression or identity, mental, sensory, or physical disability or other distinguishing characteristics, when the intentional electronic, written, verbal or physical act:

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

Nothing in this section requires the affected person to possess a characteristic that is a basis for the harassment, intimidation, and bullying.

"Other distinguishing characteristics" may include, but are not limited to physical appearance, clothing or other apparel, socio-economic status, and weight.

"Intentional" refers to the individual's choice to engage in the act rather than the ultimate impact of the action(s).

Harassment, intimidation and bullying can take many forms, including but not limited to slurs, name calling, jokes, innuendoes, demeaning comments, drawings, cartoons, pranks, gestures, hazing, physical attacks, threats or other written, oral, or physical acts or electronically transmitted messages or images.

Any person who believes that they have been subject to harassment, intimidation, or bullying in the educational environment, are encouraged to bring their complaint to the immediate attention of a North Middle School staff member for assistance in resolving the matter. In addition, there are Incident Report Forms located in the office if the individual would prefer this method of reporting. Students and families who wish to report an incident of harassment, intimidation, or bullying can contact the North Middle School Assistant Principal, Drew Bae Williams, in person, via email (Abaewilliams@everettsd.org) or by phone at 425-385-4800. Students are encouraged to report school-related harassment, intimidation, and bullying of which they have knowledge. Staff members and school administrators will use both informal remedies and disciplinary actions as appropriate to the goal of ending harassment, intimidation, and bullying and to prevent its reoccurrence. Such disciplinary action will be consistent with District policy and State and Federal law. For more detailed information, please refer to Everett Public School District's Policy and Procedure 3204 – Prohibition of harassment, intimidation, and bullying.

Harassment behaviors include but are not limited to:

Racial

Nicknames or negative comments about physical, behavioral, religious, or cultural differences

Physical

Pushing, kicking, pulling, slapping, tripping, scratching, biting, pinching, spitting, hitting, punching

Emotional

Excluding, tormenting, ridiculing, hiding or taking things, threatening gestures

Verbal

Mocking, name calling, teasing, sarcasm, mimicking, intimidating calls or emails

Intimidation

Publicly challenging other to do things they do not want to or should not do, extortion, threats of harm

Sexual

Sexual gestures with hands, mouth, etc., audible noises, touching, dirty jokes, unwanted flirting, sexual language, referring to someone's sexuality or gender, inviting to be in a relationship

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

Pursuant to State Law, students who possess or carry onto school premises, school-provided transportation, or areas of facilities being used exclusively by public or private schools any firearms, other dangerous weapons, nunchaku sticks, throwing stars, air guns, or other projectiles shall be subject to expulsion. Board Policy [3300P](#) states "In accordance with RCW 28A.600.420, a school district must expel a student for no less than one (1) year if the district has determined that the student has carried or possessed a firearm on school premises, school-provided transportation, or areas of facilities while being used exclusively by public schools. The superintendent may modify the expulsion on a case-by-case basis."

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

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

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

The North Middle School information is current but may change as policies and procedures change.

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

My Notes

Lined writing area consisting of 22 horizontal lines.

