Hamilton First Day Packet Documents and Information

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Dear Hamilton Community,

Welcome back to a new school year! I hope this email finds you well and that you’ve been enjoying this beautiful weather. Our family decided to stay close to home this summer, but we still created some wonderful and lasting memories. My wife Merrill, and our two daughters, Penelope and Izzy, had the opportunity to visit the Olympic National Park for an awesome weekend in July. We enjoyed breath taking views from Hurricane Ridge, hiked to the top of Marymere Falls, and we found some quiet time on the beaches of the Washington coast.

Despite the challenges of starting the new school year remotely, I remain as excited as ever in my third year as the principal at Hamilton International Middle School to lead and learn alongside an amazing staff of educators and professionals. I have been working hard all summer attending virtual professional development and meeting with our leadership teams to prepare for a successful school year. I can’t wait to kick off another school year and I feel blessed to embark on this journey with our Hamilton family and school community.

I know that you want to know more specifics about what the remote learning experience will be at Hamilton and I realize you still have many questions. Your questions are always welcome, and I will do my best to provide the answers if I have them. At this point, however, I have little information to provide beyond what was recently provided by Seattle Public Schools. As soon as additional guidance and final decisions are made, I will share them with you. Though things are not crystal clear in terms of schedules in the fall, I do know that all students will have
one-to-one access to laptops. If your child still does not have access to a laptop, we are planning the logistics for laptop distribution to take place on Tuesday, September 1, Wednesday, September 2, and Thursday, September 3. We will be sending out more details concerning pick up next week.

Partnering with students, staff, and the community we will continue to have a laser-like focus on the following areas for the 2020-2021 school year:

- **Racial Equity:** We will continue our work on culturally responsive teaching and becoming an anti-racist institute.

"Hamilton International Middle School (HIMS) stands in solidarity with our Black Students and Community. We are committed to growing as an anti-racist institution in order to create an environment where all Black Students are seen, heard, and safe to grow and be themselves.” – HIMS Statement of Support 2020

- **Alignment:** Based on feedback from families in the spring we will be working to align the online experience for students to streamline the learning and make it easier to access materials. We will continue our work on inclusive and equitable grading practices and homework policies. This work will continue to improve our ability to collaborate, share best practices, and provide a positive and common experience for our students.

- **School Climate and Social Emotional Learning:** We will continue to focus on building positive relationships and getting to know our students by story, strength, and need. We will also continue to use Character Strong (https://characterstrong.com/) to intentionally deliver our social emotional learning for students. We recognize how crucial it is for students to build connections and develop relationships. We are currently formalizing plans for a buddy system for students, built in time for assemblies, clubs, affinity groups, and student connections.

- **High Quality Instruction and Professional Development:** Hamilton Staff continues to engage in ongoing professional development focused on 1) racial equity, 2) creating alignment and common experiences for students and 3) fostering a safe & welcoming environment. We offer opportunities for teams of teachers to meet at least twice a month in continuous cycles of inquiry in which they are identifying essential learning standards, developing ways to measure students’ levels, determining what adjustments are required for whole classes, groups of students, or individual students, and collaborating to make those adjustments.

**Important Dates!**

- Wednesday, August 26: Virtual 6th Grade Welcome and Orientation- Two Sessions- 10 am to 11 am and 1 pm to 2 pm. We will be sending out more details to 6th grade families soon!
- Friday, September 4: First Day of School!

Thank you for your continued patience and understanding.

Sincerely,

Dorian Manza,
Principal

HAMILTON INTERNATIONAL MIDDLE SCHOOL

“A collaborative community of inspired and engaged learners.”
Welcome Hamilton Families to the Remote Start of 2020-2021 School Year!

We are eager for the start of school and hope you are too. Thank you for all you have done to help us with a strong start to our school year!

One key item for your HIMS Back to School To-Do List: reading, filling out and returning “First Day Packet Forms.” More info to come, with drop off dates to return forms.

FIRST DAY PACKET FORMS. We’re trying to make this process easier on our community and the environment by eliminating some of the paper that surrounds the start of school. Our First Day Packet is ALL DIGITAL.

Below are links to our Interactive PDF Packet and all the Seattle Public Schools policy documents and information that your family needs to read and review to successfully start school.


If you choose to use Hamilton’s interactive forms, we recommend downloading and saving the interactive PDF packet to your hard drive, and viewing it there, particularly to complete the interactive forms using Adobe Reader. You can electronically sign any pertinent documents and forward via email to hamilton1stdayforms@seattleschools.org. Supply donations and fees can be made via SchoolPay (SPS new online payment system).

There will be a limited number of hard copy packets available for pick up at Hamilton the week of September 8th.

These will specifically be for families that are still facing internet or hotspot issues. Please contact Administrative Secretary, Sandy Adams, saadams@seattleschools.org, 252-5810, for any additional questions.

Our Interactive PDF Packet has Hamilton-specific information and some SPS-required forms that you MUST complete and return, as well as optional forms for you to complete and return as needed.

PTSA: Hamilton has an active, supportive, and innovative PTSA. Please visit the PTSA website: https://hamiltonms.seattleschools.org/ptsa_connect for instructions on receiving The Hamilton Weekly News, gaining access to the Hamilton Family Directory, and becoming a PTSA member. The Hamilton PTSA can be reached by emailing Acting PTSA President, Jennifer Wenrick, at jenwenrick1@gmail.com.

Thank you very much. We ask that you kindly email or return all required forms during the first three weeks of school.

GO HAWKS!

Dorian Manza, Principal

HAMILTON INTERNATIONAL MIDDLE SCHOOL
1610 N 41st St
Seattle, WA 98103
MAIN OFFICE 206-252-5810
Welcome to Hamilton International Middle School!

Hello,

Both Anne Fote and Amanda Haber are the School Nurses at HIMS again this school year. Our job is to support your child’s health and learning this year especially during these challenging times. We can speak to you on the phone, or through online platforms. The best way to reach us is by email and from there we can determine a good time to talk. Anne Fote can be reaches at amfote@seattleschools.org and Amanda Haber at ahhaber@seattleschools.org.

Nurse Haber is the nurse for the 6th grade and Anne Fote is the nurse for 7th and 8th grade. We will be working closely together, so feel free to contact either one of us. Just so you know, on your cell phone, incoming calls from us will come in as Private Caller. Our schedule is Nurse Fote Monday - Wednesday and Nurse Haber on Fridays, and we are alternating Thursdays.

COVID-19 Resources
I can help you sort out possible COVID-19 symptoms and to access help for testing. There is a wide variety of resources here at https://www.kingcounty.gov/depts/health/covid-19.aspx

You can access free COVID-19 screening through the Public Health SCAN program for your children. https://scanpublichealth.org/. Use the code SCANKIDS as a quick way to bypass the daily limits for testing.

Annual Health Information Form
Please let me know if your child has a health condition which might impact his or her learning by completing this form either online in PowerSchool (Sept 1-30), by the paper copy in the first day packet or by letting me know by email or phone.

Expanded Health Services
All SPS students can access mental and physical health services through our many school-based health centers. Services include: Well-child exam, sports physicals, immunizations and flu shots, mental health support, reproductive health care, access for health insurance, and prescriptions for medications for chronic conditions such as asthma. https://kingcounty.gov/depts/health/child-teen-health/school-health.aspx

Flu Clinics Coming
It is important for all of us to get an annual flu shot, especially those with chronic conditions such as asthma or those who live with family members who have weak immune systems. Flu and COVID-19 symptoms are almost the same. People who are at-risk for COVID-19 are also at-risk for the flu. All SPS students can get flu shots through the School-based Health Centers. SPS students and families can get a flu shot through the Seattle Visiting Nurse Association “drive-through” flu clinics at 16 school locations in September and October. SVNA accepts insurance and cash for adults and children. Children who are uninsured may qualify for a no-cost flu vaccination. Sign up for the Visiting Nurse “drive through” clinic starts September 2. https://www.seattleschools.org/district/calendars/news/what_s_new/flu_clinics

Immunizations
We want to protect every student from communicable diseases especially during COVID-19. If your child is lacking school-district required vaccines, I will contact you. It is possible that I am missing records of vaccines your child has already had. There are teen vaccines that are not required for school but are recommended by the Center for Disease Control. These are: Hepatitis A (2 doses), Meningococcal B (2 doses), Meningococcal A(1 or 2 doses), HPV (2 or 3 doses). All of these are available through the School-based health centers or through the King County website: https://www.kingcounty.gov/depts/health/communicable-diseases/immunization/clinics.aspx
Strengths and Difficulty Questionnaire (SDQ)
I may use the SDQ screening tool in grades 6 and 9 to help identify students who may need additional supports to thrive academically and socially. Parents, school staff may use this tool to give feedback about how well the student in any grade is doing in four areas: emotions, focus, behavior and getting along with others. You can see more information about this screening tool at [http://www.sdqinfo.com/](http://www.sdqinfo.com/).

Vision, Hearing or Scoliosis Screening
Students in grades Pre-K, K, 1, 2, 3, 5, and 7 usually get near and far vision and hearing screened. I am not sure how this will be done during remote learning yet. I can help you find resources to take care of these health care needs.

Again, Welcome and let us know if we can be of assistance to you.

Anne Fote RN and Amanda Haber RN

We are here to support your child in their academic journey. Healthy Children are Better Learners.
Contact Information
Hamilton International Middle School
1610 N 41st Street
Seattle, WA 98103

Office Hours: 8:00 a.m. - 4:00 p.m.
School Day Hours: 9:00 a.m. - 3:55 p.m.
Main Office: 206-252-5810
FAX: 206-252-5811
Attendance: 206-252-5814
Registrar: 206-252-5832
Website: https://hamiltonms.seattleschools.org

TIP:
Our school website is your source for complete information, news and school forms.

BOOKMARK IT & VISIT OFTEN!
To find forms, click on the "2020-21 Start of School Forms and Information" at the bottom of the webpage under District Announcements. Additional department-specific forms may be found in their related sections (Athletics, Music, Volunteering, etc.).

MAIN OFFICE DIRECTORY

<table>
<thead>
<tr>
<th>Name, Job Title</th>
<th>Email Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dorian Manza, Principal</td>
<td><a href="mailto:dcmanza@seattleschools.org">dcmanza@seattleschools.org</a></td>
<td>206-252-5810</td>
</tr>
<tr>
<td>Samantha Huckabee, 6th Grade House Administrator</td>
<td><a href="mailto:sehuckabee@seattleschools.org">sehuckabee@seattleschools.org</a></td>
<td>206-252-5810</td>
</tr>
<tr>
<td>Anne Crowthers, 7th Grade Assistant Principal</td>
<td><a href="mailto:adcrowthers@seattleschools.org">adcrowthers@seattleschools.org</a></td>
<td>206-252-5810</td>
</tr>
<tr>
<td>Bethany Sjoberg, 8th Grade Assistant Principal</td>
<td><a href="mailto:bliwalsh@seattleschools.org">bliwalsh@seattleschools.org</a></td>
<td>206-252-5810</td>
</tr>
<tr>
<td>Sandy Adams, Administrative Secretary</td>
<td><a href="mailto:saadams@seattleschools.org">saadams@seattleschools.org</a></td>
<td>206-252-5810</td>
</tr>
<tr>
<td>Louis Shoecraft, Assistant Secretary</td>
<td><a href="mailto:ljshoecraft@seattleschools.org">ljshoecraft@seattleschools.org</a></td>
<td>206-252-5810</td>
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<tr>
<td>Attendance</td>
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<tr>
<td>Kelly Powers, Attendance Specialist</td>
<td><a href="mailto:kapowers@seattleschools.org">kapowers@seattleschools.org</a></td>
<td>206-252-5814</td>
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<tr>
<td>Registrar</td>
<td></td>
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<tr>
<td>Elizabeth Peila, Registrar</td>
<td><a href="mailto:elpeila@seattleschools.org">elpeila@seattleschools.org</a></td>
<td>206-252-5832</td>
</tr>
<tr>
<td>Nurse</td>
<td></td>
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<tr>
<td>Ann Fote, RN, BSN, School Nurse</td>
<td><a href="mailto:amfote@seattleschools.org">amfote@seattleschools.org</a></td>
<td>206-252-5817</td>
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<tr>
<td>Counseling Office</td>
<td></td>
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<tr>
<td>Lilia Goldsmith, 6th Grade Counselor</td>
<td><a href="mailto:legoldsmith@seattleschools.org">legoldsmith@seattleschools.org</a></td>
<td>206-252-5843</td>
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<tr>
<td>Kelli Colleran, 7th Grade Counselor</td>
<td><a href="mailto:kjcolleran@seattleschools.org">kjcolleran@seattleschools.org</a></td>
<td>206-252-5830</td>
</tr>
<tr>
<td>Tina Camero, 8th Grade Counselor</td>
<td><a href="mailto:ticamero@seattleschools.org">ticamero@seattleschools.org</a></td>
<td>206-252-5828</td>
</tr>
<tr>
<td>Fiscal Specialist</td>
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<tr>
<td>Lisa Melenyzer, Fiscal Specialist</td>
<td><a href="mailto:lmmelenyzer@seattleschools.org">lmmelenyzer@seattleschools.org</a></td>
<td>206-252-5834</td>
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<tr>
<td>Boys &amp; Girls Club</td>
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<tr>
<td>TBD, Director of After School Program</td>
<td></td>
<td>206-252-5831</td>
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Hamilton School Day

Starts at 9:00 a.m.
Ends at 3:50 p.m.

School Calendar Dates & Early Release Dates

Following are key SPS district calendar dates for 2020 - 2021. Please note: On every Wednesday this school year, students are released at 2:45 pm, for early dismissal. Mid-winter break is five days and includes Presidents Day. The last day of school is Friday, June 18, 2021 assuming no snow make-up days. District-wide 1-hour early release day prior to holiday is scheduled for December 18, 2020. There will be no school on Friday, October 9, 2020, as it is a waiver day dedicated to full-day professional development.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Event</th>
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<tr>
<td>September 4:</td>
<td>First Day of School (not an early release day)</td>
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<tr>
<td>September 7:</td>
<td>Labor Day (no school)</td>
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<td>October 9:</td>
<td>State In-Service Day (no school)</td>
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<td>November 11:</td>
<td>Veterans Day (no school)</td>
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<td>November 26-27:</td>
<td>Thanksgiving Break (no school)</td>
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<tr>
<td>December 18:</td>
<td>1-hour early dismissal (winter break)</td>
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<td>Dec. 21, 2020 - Jan 1, 2021</td>
<td>Winter Break (no school)</td>
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<tr>
<td>January 18:</td>
<td>Martin Luther King, Jr. Day (no school)</td>
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<tr>
<td>January 28:</td>
<td>Day between semesters (no school)</td>
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<tr>
<td>February 15-19:</td>
<td>Mid-winter Break/Presidents Day (no school)</td>
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<tr>
<td>April 12-16:</td>
<td>Spring Break (no school)</td>
</tr>
<tr>
<td>May 31:</td>
<td>Memorial Day (no school)</td>
</tr>
<tr>
<td>June 18:</td>
<td>Last Day of School (1-hour early dismissal)</td>
</tr>
</tbody>
</table>
HAMILTON RESOURCES

HEALTH

Both Anne Fote and Amanda Haber are the School Nurses at HIMS again this school year. Our job is to support your child’s health and learning this year especially during these challenging times. We can speak to you on the phone, or through online platforms. The best way to reach us is by email and from there we can determine a good time to talk. Anne Fote can be reached at amfote@seattleschools.org and Amanda Haber at abhaber@seattleschools.org. Nurse Haber is the nurse for the 6th grade and Anne Fote is the nurse for 7th and 8th grade. We will be working closely together, so feel free to contact either one of us. Just so you know, on your cell phone, incoming calls from us will come in as Private Caller. Our schedule is Nurse Fote Monday - Wednesday and Nurse Haber on Fridays, and we are alternating Thursdays. See attached letter with more detail.

COUNSELING

The HIMS Counseling Center team creates a safe environment for students to share their concerns in a confidential setting. Grade-level counselors provide support to students in four primary areas: Academic Planning/Scheduling Assistance; Testing; Career Development; and Personal/Social Assistance.

PTSA

The Parent Teacher Student Association (PTSA) provides financial and volunteer support to the HIMS community and communicates our legislative and budget priorities to the state PTA and state legislators.

Find information on how to get involved with the PTSA:

https://hamiltonms.seattleschools.org/school_involvement/hamilton_ptsa

https://hamiltonms.seattleschools.org/school_involvement/volunteering_at_hamilton
Hamilton International Middle School (HIMS) Students and Families,

Our hope is that your family is healthy and finding adventures to enjoy during your time together.

Please read this document carefully.

This week we will activate the “SOURCE”, so that you can preview your 2020-2021 school year schedule. All students will receive an email the morning the “SOURCE” is activated along with an attachment of the “change of class” request form. As we make changes, we will not send an email to each family, it’s just not possible, continue to check the “SOURCE”. Be sure to clear your cache on your browser each morning. Not being able to view the changes, is not a “SOURCE” issue, but a personal browser issue. It takes time to implement class change requests, please be patient and do not send multiple emails, as you can imagine it will overwhelm the system. Schedules will continue to change for a minimum of 10 days after we activation the “SOURCE”. This means that even if you do not request a change, one may have to be made to your CORE class period in order to balance classes.

Check the following information:

Do you have 6 classes (4 CORE and 2 Electives) in Semester 1 (S1) and 6 classes (4 CORE and 2 Electives) in Semester 2 (S2)? Are your teachers for LA/SS/Math and Science the same for both semesters? If not, complete the attached form and send, either by email or US POST immediately. You will also see two (2) 9th period classes. “Program Support” which is the Administrator assigned to your grade level and “School Counselor MS” which identifies your Counselor for the year.

Are your CORE class program placements correct? If not, send an email with issue and it will be investigated. Students with IEP’s, 504’s or ELL needs are hand scheduled by their case manager.

6th grade students – you should have the following CORE classes on your schedule

- HCC (highly Capable Cohort) 6th grader:
  - HCC LA Arts 6 A/B, HCC World History 6A/B, HCC General Science 6A/B
- General Education and AL (Spectrum) 6th grade:
  - LA Arts 6A/B, World History 6A/B, Science A/B
- Math – either Math 6, Math 7 or Math 8 (more about placement process below)

7th grade Students – you should have the following CORE classes on your schedule

- HCC (Highly Capable Cohort) 7th grader:
  - HCC LA Arts 7A/B, HCC World History (Fall), HCC WA State His (Spring), Physics A, Chemistry A
- General Education and AL (Spectrum) 7th grader:
  - LA Arts 7A/B, World History (Fall), WA State His (Spring), Jr. Science A/B
- Math – either Math 7, Math 8 or Algebra 1A/B – placed Math level above last year’s completion. Parent/Guardian may request student to repeat last year’s Math level.

8th grade Students – you should have the following CORE classes on your schedule

- HCC (Highly Capable Cohort) 8th grader:
  - HCC LA Arts 8A/B, HCC US History A/B, Biology A/B
- General Education and AL (Spectrum) 8th Grader:
- Math – either Math 8, Algebra 1A/B or Geometry A/B – placed one Math level above last year’s completion. Parent/Guardian may request student to repeat last year’s Math level.
World Language Program:

In order to participate in HIMS Immersion World Language program, you must have attended JSIC, McDonald in 5th grade or be a heritage speaker. If you are a heritage speaker, you may request to be evaluated, send an email and it will be passed forward to the appropriate teacher. Teachers return at the end of the month; at which time you will be contacted. They in turn will send a placement recommendation if appropriate.

- Japanese Language Arts or Spanish Language Arts (IMMERSION)
  - 6th grade = 1A/B
  - 7th grade = 2A/B
  - 8th grade = 3A/B
- General Education Spanish
  - 6th grade – not offered
  - 7th grade – Spanish 1A/B (during transitional year, all students that took Spanish 1A last year have been assigned to Spanish 1B for the 20-21 school year)
  - 8th grade – Spanish 2A/B - one (1) section of Spanish 1A/B, class is full

Math Placement:

Prior HIMS Students are placed based on your last completed Math class from the prior year. Some families have made the decision to repeat, based on a myriad of issues. If you and your family decide it is best for you to repeat your 2019-2020 math class, please send an email directly to Ms. Peila at elpeila@seattlschools.org.

New incoming students: Last year the district sent an initial placement recommendation to HIMS in May after recording 5th grade teacher recommendations. They were reviewed by our Math Placement Team and final recommendations were made and entered in June.

- The district no longer offers an “opt up” or “change of math level” option. Building placements are final.
- Exceptions to this rule, if you registered with the SPS after June 20th, 2020, attended a Private Middle School or have joined us from an out of state or country school, we did our best with the information we had access to at that time. For these families, if you would like for us to review the initial placement, send by email your students last report card, math syllabus of last school attended and the name and contact information of the last Math teacher directly to Ms. Peila. This information will be forwarded to the appropriate team member and we will get back with you regarding placement decision.

Electives:

We did our best to honor every student’s “elective request form”, forms submitted late were much difficult to fulfil. If you did not return a form the computer automatically chose electives based on space available after CORE classes were scheduled. Please note, students that were assigned after June 12th, classes were assigned based on grade level, program coding and elective availability after CORE classes were scheduled. Attached is a “change of class request” form, we can’t guarantee change request placement, but we will do our best. Please look at names and section codes for a few elective courses that have similar names or are newly offered this year.

If you were scheduled in Orchestra or Band and do not want to be, please email me directly. If you wanted to be scheduled in Orchestra or Band and did not get into that class, email me directly. All other elective requests must be submitted by attached “change of class” request form and will be processed AFTER all CORE classes have been corrected and classes balanced.

- Tech Exploration A (Coding) MPC4059- is a one (1) semester class only. Computers intersect with every aspect of children’s lives, but most don't understand how they work. Through coding, students build
essential literacy skills, gain an understanding of logic and sequence, and learn the mechanics of iteration. These tools support project-based learning and give students the freedom to create, collaborate, remix, and tinker with their own unique designs. Using these picks, kids can unlock the logic of code and the basics of programming, turning computers into tools to make new things.

- **Tech Exploration B (Coding) MPC4090**—Continue to explore and add on to your skills. You must have completed TECH Exploration A to be placed in this class.

- **SciMath on the Job (STEM) MCS9556** is a one (1) semester where students explore what Technology is and topics within technology such as electrical power, robotics, flight, and engineering. Learning will occur through lecture, demonstration, reading, video, and hands-on manufacturing.

- **Tech Education A MPC 7990 - Genius Hour/Passion Project**—At Google, employees are given 20% of their time to explore something they are passionate about. At HIMS we are going to give YOU 20% of your time to work on something you are passionate about. In this class you will choose a personal subject of interest. Investigate and learn about that subject and come up with a solution based on your learning. You will then create something of your choice to help communicate your solution and learning. For example, create a website, podcast, video game, app, artwork, book, anything you want! We are excited about the new class that has been added, you have been chosen to join this class based on the survey issued last February and your interest in STEM.

- **Alternative Activities MPE8013 -YOGA**

  **PE**—your student may have not chosen PE/Yoga or forgot to check off the box that identified that they would be applying for a PE waiver on original request form. If PE or YOGA is currently on your schedule and you requested other electives, we were unable to assign you to a choice elective, thus the default is to assign PE or Yoga per RCW LAW. We are currently working on some very creative and fun ways to fulfill PE/Yoga class, more info soon.

  **PE WAIVER**—We are currently working on a possible solution for PE Waiver issues, if PE or YOGA is currently not on your schedule, do not worry about changing schedule at this time, more info to come.

**Student is not attending next year:**

Please visit the website below to delete your family from all SPS databases. Once you complete this step you will no longer receive ROBO calls or emails from HIMS and all SPS departments. [We can’t issue student ID#’s over the phone or by email](https://www.seattleschools.org/admissions/registration/student_assignment/assignment_lookup_tool).

**Immunization Records:**

Sign up for MyIR to View, Download, and Print Your Family’s Immunization Information

MyIR allows you to manage your family's immunization records securely online. Once you register, you can access the records any time you need them. You can also print your child’s [Certificate of Immunization Status](https://wa.myir.net/register) for school and child care entry. You can do all of this without an extra trip to your healthcare provider or school.

**Step 1:** Go to [https://wa.myir.net/register](https://wa.myir.net/register) to begin the sign-up process. If you choose the Auto Match option and the system finds an exact match, MyIR will send you a verification code by either text or phone call. If an exact match is not found, MyIR will direct you to **Step 2**.
Please note, that the only vaccines that show up on this report are those that have been entered/recorded by a sanctioned facility. It does NOT record information that was submitted by parent/guardian “stating” that vaccines had been completed when they were “updating” student enrollment information at the building level.

Free and Reduced Lunch Program

In order to qualify for SPS free or reduced lunch program, you must apply each and every year, eligibility does not transfer forward. Thou you may not use this in building service, but rather chose to pack your child’s lunch, we encourage all families to apply. If your child is eligible, so many other benefits are offered, a few but not limited to are testing fees paid, SPS sports fees waived, fieldtrip fees paid. Please check in with your counselor for additional information regarding other benefits.

https://www.seattleschools.org/departments/nutritionservices/free_and_reduced_price_meals

Also, if you currently have an EBT or P-EBT account you may also be eligible for additional COVID Pandemic Emergency assistance.

Pandemic EBT: Emergency School Meals Program

Does your child receive free or reduced-price school meals or does your child’s school provide all meals free? Children who are eligible for free or reduced-price meals at school will get extra food benefits through Pandemic EBT (P-EBT): Emergency School Lunch Program, or P-EBT benefits. P-EBT benefits help families in Washington buy food when school is closed.

Apply for P-EBT by visiting WashingtonConnection.org or by calling 877-501-2233. Applications for P-EBT must be completed by August 31, 2020 or before the start of the 2020-21 school year — whichever is later.

Advanced Learning Office

Website: https://www.seattleschools.org/departments/advanced_learning
Phone: 206-252-0130
Fax: 206-252-0131

SOURCE & SCHOLOGY RESOURCES PARENTS & GUARDIANS:

- How parents and guardians set up their Parent Source account: www.seattleschools.org/SourceSetup
- How parents and guardians update their Source username: www.seattleschools.org/SourceUsername
- Source tour for parents and guardians: https://www.seattleschools.org/SourceTour
- How parents and guardians set up their Schoology account: www.seattleschools.org/SchoologySetup

PARENT/GUARDIAN SOURCE & SCHOLOGY ACCOUNT SET UP VIDEOS:

- English: https://www.youtube.com/watch?v=88p6ZEqQrFk
- Amharic: https://www.youtube.com/watch?v=kwYyAGCfr5o
- Chinese: https://www.youtube.com/watch?v=Ovm0PDjA7k
- Somali: https://www.youtube.com/watch?v=bHJ-gqIT67Q
- Spanish: https://www.youtube.com/watch?v=LF1rtdZ5II
- Tagalog: https://www.youtube.com/watch?v=C_HgygEuWsU
- Vietnamese: https://www.youtube.com/watch?v=a4OOpn87II
DATA VERIFICATION FORM ON PARENT SOURCE ACCOUNTS:

Data Verification is available on the Source for a limited time, typically, from the first day of school through September. When this resource is not available, parents and guardians must contact the school office Admissions Center at 206-252-0760 to update their information.

If you need assistance with changing emails, phone numbers please contact Enrollment staff. The general FAX number is 206-252-0761. You can send an online message/questions at https://www.k12insight.com/Lets-Talk/Dialogue.aspx?k=WF7G2YLT@DY9D9B7LT

Student Resources:

- How and where students log in: www.seattleschools.org/StudentPW
- Student password reset info: https://www.seattleschools.org/resetPW
- Source student tour for students: www.seattleschools.org/SourceStudentTour
- Schoology Student Guide: https://support.schoology.com/hc/en-us/articles/201001313-Student-Guide

Supporting Middle School Students Online Learning

- https://www.seattleschools.org/resources/learning/middle_school
- https://www.seattleschools.org/student_portal/online_student_resources

Counseling Team for the 2020-2021 school year:

Ms. Goldsmith – 6th grade - legoldsmith@seattleschools.org
Ms. Colleran – 7th grade - kcolleran@seattleschools.org
Ms. Camero – 8th grade - ticamero@seattleschools.org

If your questions have not been answered with the above information, please send an email.

Thank you,

Ms. Peila, Registrar
elpeila@seattleschools.org
Hamilton International Middle School
2020 - 2021 Change of Class Request Form

Schedule for Error/Change of Class Request

- **Days 1 – 4:** after SOURCE has been activated: Changes to CORE classes only will be made. If we complete this task earlier will start on elective requests
- **Days 5 - 10:** Elective change requests are reviewed

If you are currently scheduled to be a TA in Semester 1, please let us know another class you would like to take. TA position will be scheduled for Semester 2 only.

**Please send completed forms to elpeila@seattleschools.org Ms. Peila, Registrar**

Please print Student Last Name: ________________________________  First Name:_____________________________

Student ID Number: ______________________  Current Grade: ____________

☑   Check reason(s) for schedule change request.

_____ Incorrect Grade Level or Program –

_____ Teachers are not the same for Semester 1 and Semester 2

_____ Do not have a full schedule _____ Need Core class update (please explain)_____________________________

_________________________________________________________________________________________________

_____ Requesting Different Elective Class (these will be processed as time and space allows after day 5)

_____ Other (please explain) ________________________________________________________________________

_____ Would like to speak with my counselor for reasons other than change of class request.

   Counselor will contact you as soon as possible

**PLEASE Note: We try our best to not to change entire schedule, at times it is unavoidable. Your schedule may change several times as we process requests and balance classes.**

Other than PE or YOGA – Please attempt to change the following electives currently listed on my schedule

_________________________________________________________________________________________________

_________________________________________________________________________________________________

_________________________________________________________________________________________________

_________________________________________________________________________________________________

_________________________________________________________________________________________________

NOTES or QUESTIONS:
Replace as schedule allows with one of the following options: Please choose in order of importance, starting with #1, you may choose as many as you like. Do not just choose one (1) it may be full at this time or not fit within your CORE class configuration. Some of these classes have only one (1) section.

___ Art (1 semester only)
___ Intro to Theater Arts (1 Semester)
___ PE (1 semester)
___ ALT Activity=Yoga (1 semester)
___ Journalism (1 Sem)
___ SciMath on the Job (1 semester) “STEM”
___ Tech Exploration “A” (1 semester) “Beginners Coding”
___ Tech Exploration B (1 semester) “Advanced Coding” – must have completed “A”
___ Leadership (1 Sem)
___ Tech Education A MPC 7990 - Genius Hour/Passion Project
___ Beginning Band
___ Beginning Orchestra
___ Choir ___ Intermediate ___ Treble (audition required) ___ Jazz (audition required)

Ms. Pence will contact you when she returns with instructions

**Tech Exploration A (Coding) MPC4059** - is a one (1) semester class only. Computers intersect with every aspect of children’s lives, but most don’t understand how they work. Through coding, students build essential literacy skills, gain an understanding of logic and sequence, and learn the mechanics of iteration. These tools support project-based learning and give students the freedom to create, collaborate, remix, and tinker with their own unique designs. Using these picks, kids can unlock the logic of code and the basics of programming, turning computers into tools to make new things.

**Tech Exploration B (Coding) MPC4090** - Continue to explore and add on to your skills. You must have taken TECH Exploration A to be placed in this class

**SciMath on the Job (STEM) MCS9556** - is a one (1) semester where students explore what Technology is and topics within technology such as electrical power, robotics, flight, and engineering. Learning will occur through lecture, demonstration, reading, video, and hands-on manufacturing.

**Tech Education A MPC 7990 - Genius Hour/Passion Project** - At Google employees are given 20% of their time to explore something they are passionate about. At HIMS we are going to give YOU 20% of your time to work on something you are passionate about. In this class you will choose a personal subject of interest. Investigate and learn about that subject and come up with a solution based on your learning. You will then create something of your choice to help communicate your solution and learning. For example, you could create a website, podcast, video game, app, artwork, book, anything you want!
Screening, Brief Intervention, and Referral to Treatment (SBIRT)

Hamilton International Middle School will be administering the Check Yourself screener to students as the initial component of the Seattle Public Schools SBIRT program. The SBIRT prevention initiative aims to reduce adolescent substance use, promote mental health, and connect students with the resources needed to thrive. Students may also receive follow up surveys during SBIRT program participation.

Participation in the Check Yourself screener and follow up surveys is completely voluntary. Families can choose to excuse their student, and students can also decline to participate. There is no penalty for not participating and your student’s grades will not be affected. A copy of the screener and follow up surveys are available for Hamilton International Middle School families who wish to preview them. If you would like to preview the screener/surveys or opt your student out of participation, please contact Kelly Kerby, kmkerby@seattleschools.org, 206-252-5844.

For more details on SBIRT or Check Yourself, please review the Frequently Asked Questions below. If you would like to talk with someone about SBIRT, please contact Kelly Kerby, kmkerby@seattleschools.org, 206-252-5844.

What is SBIRT and Check Yourself?

Screening, Brief Intervention, and Referral to Treatment (SBIRT) is used to identify, reduce, and prevent substance use and promote mental health. The Seattle Public Schools SBIRT program is grant funded by King County’s Best Starts for Kids initiative which invests in strategies that promote healthier, more resilient children, youth, families, and communities. SBIRT has three main components.

- **Screening**: Students take an interactive, friendly screening that provides instant personalized feedback about health behaviors. The secure, web-based screening can be done on any electronic device.
- **Brief Intervention**: If screening shows a need, short conversations with an SPS staff follow that focus on the student’s strengths and abilities.
- **Referral To services**: If a student needs additional support, SPS staff may refer students/families to unique services based on their need.

The Check Yourself screener, developed by the University of Washington’s Seattle Children’s Hospital, is an engaging, research-based tool that students may take as part of the SBIRT program. King County youth and parents were involved in the development of this tool, and their feedback was essential in compiling a screener that is comprehensive, culturally responsive, and youth friendly. The goal of the tool is to help spark conversations between students and their school support team that motivate students to make healthy choices. This model has been proven successful in supporting individuals in primary care settings, school-based health clinics, and emergency departments.

Which Seattle schools are involved in the project?

Eckstein Middle School, Hamilton International Middle School, Jane Addams Middle School, Madison Middle School, Meany Middle School, Whitman Middle School, and the Seattle World School currently implement the SBIRT program. With support from the SPS’ Prevention and Intervention Program, these seven schools will be providing universal SBIRT services for the duration of BSK SBIRT funding. Three additional middle schools are planning to pilot the SBIRT program during the 2020-2021 school year. These pilot schools include Aki Kurose Middle School, Denny International Middle School, and Washington Middle School.
Is the Check Yourself screener optional?

Yes! The Check Yourself screener, along with all other components of SBIRT, are voluntary. SPS staff introduce SBIRT and the Check Yourself screener to identified students, explain the nature and reason for the screening, and ask them if they are willing to participate. If the student chooses to do so, the SPS staff then provides the screening tool for their use. The first question on the screener also asks students to indicate their consent for participation. If they select not to consent, then the screening ends. Parents/guardians can also opt their child out of participation by contacting their school’s administration, counseling team, or designated SBIRT staff.

Which students are taking the Check Yourself screener?

The Check Yourself screener is administered both universally and to designated students. All seven of our SBIRT middle schools provide universal screening to eligible students in a particular grade level. The three pilot schools will screen smaller groups of students. Universal screening allows our schools to identify concerns early, when they can be addressed with minimal disruption and before larger issues develop. Additionally, designated students are asked to take the Check Yourself screener. Students may be individually identified for screening due to self-referral, low attendance, substance use disciplinary actions, or other objective student data sources.

What is asked on the screener?

Check Yourself is an interactive tool so the number and type of questions vary based on student responses. There are usually around 40 questions asked, and most students take about 10-15 minutes to complete the screener. Questions are asked about demographics, strengths, supports, goals, substance use, mental health, trauma, and safety.

Who sees the screening results?

The screener will be administered by the school’s Prevention and Intervention Specialist or Counselor, and student results may be reviewed by relevant SPS staff such as counselors or nurses if needed. Students use a proxy ID when taking the screener: no student names or SPS student numbers are entered into the online screening tool. The results provide valuable feedback that helps determine what supports a student may need to be successful. If sharing of identifiable screener results outside of SPS staff was requested, then written permission from the parent/guardian via FERPA release form would be obtained prior to disclosure.

How are parents/guardians notified about the Check Yourself screener and SBIRT program?

Each school develops and implements their own parent engagement plan in line with SPS School Board policies and applicable laws. SBIRT parent engagement activities include information tables at curriculum nights, parent education events, and postings on school and SPS websites. Parents/guardians also receive direct written notification regarding the program in the beginning of the school year as part of the Start of School packet for all students. Parents/guardians can review the Check Yourself tool upon request, similar to the procedure for reviewing the Healthy Youth Survey questions. Additionally, parents/guardians will be notified if their child’s screener indicates high levels of risk.
Seattle Public School District Policy Documents and Pertinent Information

Below we have pulled together a list of many required documents and critical information to help staff, families, and students prepare for the upcoming first day of school. All the documents, information, and resources listed below can be found on the SPS website:

2020-21 Forms to be Returned to Schools

- 504-2 Survey to Identify Disabled Students
- Emergency Information and Student Release
- FERPA Preschool, Elementary, K-8, Middle School
- Indian Education Program, Title VI (new students only, return only if applicable)
- Student Housing Questionnaire (McKinney-Vento) (return only if applicable)

Additional Start of School Forms and Information

- Advanced Learning
- Athletic Information
- Child Care
- Communications
- College and Career Readiness
- Discrimination and Sexual Harassment Complaint Procedures
- Discipline
- Enrollment
- Health
- Homelessness
- Huchoosedah Indian Education
- Lunches and Breakfast
- Network Use Agreement
- Protection of Pupil Rights Amendment
- Safety and Security
- SchoolPay
- Student Section 504 Procedures
- Student Accident and Insurance
- Student Portal
- Special Education
- Student Rights and Responsibilities
- Transportation and Bus Information
- Volunteering