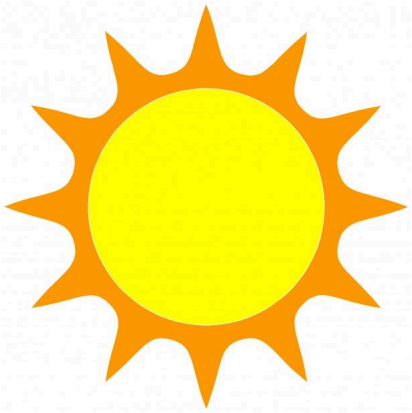
Paul J. Solis Elementary

Parent/Student Handbook

2026-2027



Andrew Johnson
Principal

2850 Mt. Laurel Dr.
Gretna, Louisiana 70056
Telephone: (504) 392-7867
Fax: (504) 394-6047

JEFFERSON PARISH SCHOOLS
PAUL J. SOLIS ELEMENTARY
PROCEDURES AND POLICIES FOR PARENTS AND STUDENTS

2026-2027

We hereby acknowledge that we have read the Paul J. Solis Elementary Handbook and will adhere to the school policies and regulations.

We agree that _____ should be held accountable for these rules and regulations. Policies and procedures are subject to change following the publishing of this document. The policies and procedures described in this handbook are those most relevant to Paul J. Solis Elementary school, but not inclusive of all Jefferson Parish School policies and procedures. Please refer to the Jefferson Parish Schools Procedures and Policies for Students and Parents, which can be found at www.jpschools.org, by clicking on Families, then Student and Family Policies.

_____ _____
Student Signature Date

_____ _____
Parent/Guardian Signature Date

Note: Students will receive this exact form, and **must** return the **signed** form to the homeroom teacher.

Dear Parents and Students,

We have prepared this handbook to answer many questions that students and parents have about the activities, procedures, policies, and rules that make our school a place where students are valued, respected, and given every opportunity to receive a quality education. We trust that you will read it thoroughly and make every effort to assist the faculty and staff of Paul J. Solis Elementary in making this school year a successful and productive one.

MISSION STATEMENT

The mission of the Solis Community- students, parents, faculty, and business partners is to nurture and challenge students while establishing strong foundations for life – long learning.

VISION STATEMENT

The vision of Paul J. Solis Elementary is to provide students with the best education through purposeful and engaging lessons in a welcoming, supportive community.

STUDENT/PARENT/SCHOOL COMPACT

As a community of learners, we must all participate in the education of the students at Paul J. Solis. Each year a home/school compact is signed. The compact is an agreement between the home and the school. This agreement states goals, expectations, and shared responsibilities of the school and parents as equal partners for student learning. Parents agree to assist their child(ren) with studying, completing homework, getting adequate rest, and reporting to school on time. The school agrees to provide students every opportunity to learn in a supportive, drug-free and violence-free environment. By working together to provide effective support at home and at school, we can enhance your child's education.

Please read the above compact carefully, then sign and return the full sized form to the homeroom teacher.

<u>School Information:</u>
Principal: Andrew Johnson
Assistant Principal: Watiki Sauerwin
Secretary: Stephanie Para
Account Clerk: Kim Tran
General Clerk: Kimberly Klein
School Board Representative: Ricky Johnson

Phone: (504) 392-7867
Fax: (504) 392-6047
Website: https://www.jpschools.org/solis
School Hours: 7:00 AM - 3:00 PM

HANDBOOK

ACADEMIC STANDARDS

All elementary student's final course averages (grades 1 – 5) will be reviewed at the end of the school year. A student's final/end of course grade for each qualifying course attempted in ELA, Math, Science, and Social Studies will be averaged using the following un-weighted quality point values: A = 4, B = 3, C = 2, D = 1, and F = 0. According to legislation passed by the LDOE, other factors/data/results may impact retention or promotion opportunities.

REGULATIONS REGARDING DISCIPLINE OF STUDENTS

At Paul J. Solis Elementary, we wish to foster a learning environment that is both safe and conducive to learning. And, because discipline begins with organized, consistent school and classroom management, we have established a school-wide discipline policy that requires all students to treat others with respect, and to take responsibility for their actions. These policies and procedures will be explained and discussed with your child(ren), and outcomes of behavior will come home daily, via the PBIS tracker. A parent is to sign the calendar/tracker, showing that they have seen the behavior grade.

HOME/SCHOOL COMMUNICATION

All communication regarding behavior and academics, as well as other pertinent information will be delivered via the green folder including Interim Reports and Report Cards whenever possible. Information on your child's academic progress can also be found in the Student Progress Center. Please register in the school office to gain access to this portal. Please also ensure your cell number and email address is correct, as pertinent information is often sent via text or email. Ensure that you are receiving messages via text from Solis, for example reminders, transportation notifications, etc. DO NOT REPLY "STOP" to unsubscribe, as you will no longer receive the messages once you opt out. If you have stopped the text messages and decide to be informed via text again, please TEXT the word "START" to 1-844-744-0832.

SCHOOL HOURS

1. Students may arrive at school at 7:15 A.M. Because duty teachers do not report for duty until 7:15 A.M., no student may arrive on campus before that time. No students are allowed in classrooms before 7:15 A.M. or after 2:35 P.M., unless accompanied by a school staff member.
2. The morning bell rings at 7:45 A.M.
3. The carpool gates are closed at 7:45 A.M.
4. Students arriving after 7:45 A.M. are considered LATE to school, and need to be signed in by a parent.

TEACHING, LEARNING, AND STUDENT PROGRESS

At Paul J. Solis Elementary School, we believe that every student deserves access to rigorous, grade-level instruction and the academic, behavioral, and social-emotional supports necessary to achieve growth and success. Our 2026-2027 theme, "Planting Potential- Growing Success ," reflects our commitment to " Grow Every Student. Reach Every Goal Every!"

Families are important partners in this process. Parents and guardians are encouraged to review student progress, participate in conferences, ask questions about assessment results, communicate with teachers, and support identified learning goals at home.

EMERGENCY CARD INFORMATION

Each student must have a completed emergency card with current information on file at his/her school. **It is the parents' responsibility to notify the school of any informational changes in address and/or contact information, including home, work, cell numbers, and email addresses throughout the school year.**

1. At a minimum, please provide **three local working telephone numbers.**
2. Please remember to include the names/numbers of all who are authorized to pick up your child(ren) - **Only those listed on the card will be allowed to sign your child(ren) out of school.**
3. Correct address information must be provided so that mailed school correspondence will be received.
4. If a Change of Address is necessary, you must provide 2 proofs of the new address.
5. Correct/current email address (es) must be provided so that you are able to receive school-wide information, and reminders are sent via email.

LOUISIANA LAW:
SCHOOL ATTENDANCE, DUTY OF PARENTS, AND EXCESSIVE ABSENCES

Every parent/guardian must send his child to a public or private day school from the time he enters school until he is eighteen years old. Based on a standard 380 minute instructional day, **a student can miss no more than 14 days of school to be eligible for promotion.** Excessive absences and tardies affect performance, and must therefore be brought to the attention of the Truancy Center (TASC) and the Jefferson Parish Juvenile Court System.

ATTENDANCE

The state of Louisiana defines **excused** absences as "absences of two or fewer consecutive school days incurred due to personal illness or serious illness in the family." Please remember, even if an absence is excused, it will still appear as an absence on the report card and count against perfect attendance.

When a student is absent from school, the following things are considered:
If a student is *absent two or fewer consecutive school days* for personal illness or serious illness in the family, the absence may be excused if the student provides a parent note from home stating the date(s) and the reason(s) for the absence when returning to school. A physical note or email must be provided to excuse the absence; a phone call, although appreciated, will not suffice. **All absentee documentation must be submitted to the school within five days of the absence.**

Extended is defined as absences of *3 or more consecutive days*. **The physician's verification must be presented to the school within 5 days of the absence.**

Make-up work must be completed in a number of days equal to the number of days absent. All requests for work must be made immediately upon returning to school, if not before. In cases where the request is made after the teacher's scheduled planning period, the teacher shall have until the next planning period to prepare.

MUST

Make up Seat Time will be required for students who exceed 14 unexcused absences in any subject are missed, and could negatively impact performance, as well as promotion to the next grade level. Arriving **late to school** will also impact having to make up seat time. Being **checked out early** will also impact having to make up seat time. Students are required to complete additional coursework/assignments outside of school hours to receive credit for the time missed.

CUSTODY AGREEMENTS

If you have a court ordered custody agreement, you must provide an original copy of the document, in full, to the office for review and for a flag to be placed on the Student's JCampus page. Where applicable, a calendar of custody should also be provided by the parent/guardian.

TARDIES/LATE TO SCHOOL

Any student who arrives at school after 7:45 A.M. is tardy. **He/she must be signed in by a parent** and receive a tardy slip before going to class. No child will be admitted to class without a tardy slip.

1st/2nd Tardy: Verbal Warning.
3rd/4th Tardy: PE Detention for students. Parents will meet with the principal for an attendance conference.
5th Tardy: Morning Detention for students: detention will be on a Friday from 6:15 AM - 7:15 AM at Solis.
(The parent/legal guardian can legally refuse to allow the student to serve the detention. However, the students will be suspect to suspension from school)
6th Tardy: TASC Referral (Truancy Assessment and Service Center officer will contact the parent.)

Parents have had to attend court hearings to explain to a judge the number of excessive tardies, absences, and/or checking out from school. Tardy consequences will start over each 9 weeks, however for the year they still stand as accumulated. Each day that a student is LATE to school, they will lose PBIS points, which will impact their PBIS rewards.

CHECK OUT PROCEDURE

1. If a student must leave during the school day, he/she must be checked out in the office by a parent or guardian listed on the emergency card. Parents must wait in the front office for their child(ren) to be called. Proper identification (photo ID) is required to check out a student.
2. No child will be released to a person not listed on the emergency card.
3. Plan to pick up your child before 2:05 if you have after school appointments.No check out requests will be honored during the last thirty minutes of the school day. At this time teachers and students are preparing for dismissal and teachers are issuing last minute instructions and homework assignments.
4. Unexcused check outs, as well as unexcused tardies, are considered absences from school, and as such will be counted against perfect attendance, and instructional minutes will be required to be made up.

APPOINTMENTS

Parents are encouraged to visit the school and actively participate in the education of their children. They are also strongly encouraged to arrange for a conference with their child's teacher whenever a problem arises. **Any parent wishing to see a teacher or administrator for a conference should make an appointment in advance of the meeting time.** Visits with the principal or the teacher should never be attempted without first securing an appointment.
For the safety of all students, it is required that any person entering the school campus come directly to the office and present valid identification.

Teachers may schedule appointments before or after school, or during their planning periods to ensure sufficient time for conferencing. Teachers cannot be interrupted during instructional time to meet with parents. Parents are requested to contact teachers for an appointment either by phone or via email (a link to each teacher's email can be found at **http://solis.jpschools.org**. Please remember that a teacher has many obligations; therefore, please allow adequate time for a response. Some teachers use DOJO as a texting app, however there will be hours of use and it will be silenced after school hours.

Parent Conference Days are scheduled on the school calendar to afford parents an opportunity to confer with teachers. Please observe these opportunities, and reach out to the teacher if you require an additional meeting.

ILLNESS

If a student becomes too ill to remain in class, we will attempt to reach you by phone and recommend that you come to school and check on/pick up your child. *This is the reason it is so important that we have a current working phone number on your child's emergency card at all times.* If your child is ill, please do not send him to school. A student that contracts a contagious disease or condition, such as chickenpox, ringworm, or conjunctivitis (pink eye),

will be sent home, and must remain at home until cleared by a physician to return to school. Students with head lice must remain home until there is no evidence of infestation. **No student can return to school without an office recheck for infestation.** The parent must return the child and wait until cleared.

MEDICATION

School employees may not give medicine to any student unless the school has the appropriate forms signed by the doctor and parent. School employees are not allowed to give aspirin or apply ointment for cuts or abrasions. **Students are not allowed to bring any type of medication to school.** All medication must be cleared through the school nurse or medication office at the Jefferson Parish Administration Annex on River Road or Central Office on Manhattan Blvd.

MESSAGES/ITEMS/LUNCHES

We cannot interrupt instructional time except in extreme emergencies, and it must be approved by the principal. No forgotten items, money, or lunches will be accepted in the office. We will always protect instructional time. This will be strictly enforced, so you can expect to be turned away. Please ensure that your student is prepared for school each day.

SOCIAL WORKER SERVICES

At Paul J. Solis Elementary we offer individual and peer remediation to students who need help with school adjustment. These services may include providing educational information, personal/social information and services, and referral services. In an emergency, a social worker may see any student referred by a teacher or an administrator. Consents are renewed each year for regular services.

DISCIPLINE

Paul J. Solis Elementary School uses Positive Behavioral Interventions and Supports (PBIS) to explicitly teach, recognize, reinforce, and celebrate positive student behaviors. Students are expected to demonstrate behaviors that support safety, responsibility, respect, readiness to learn, and academic success.

When students experience behavioral challenges, school personnel may use reteaching, reflection, restorative practices, conferences, targeted interventions, behavior supports, and appropriate consequences to help students develop the skills necessary for success while minimizing unnecessary loss of instructional time.

Each teacher may take disciplinary action to correct a student who violates school rules or who interferes with an orderly education process. When the student's behavior prevents the orderly instruction of other students or poses an immediate threat to the safety or physical well-being of any student or teacher when a student violates the school's code of conduct, the teacher shall have the student removed and placed in the custody of the principal or designee. A parent is required to attend a conference with the principal if a pattern occurs. Students will be held responsible for safety from arriving at school according to expectations until they dismiss and arrive home to their parents. This includes arriving according to carline, bus, walker policies, and dismissal either by car line, bus/bus stop, or walker policies.

PICTURE ID CARDS

As outlined in Paul J. Solis **Emergency Management Plan**, all students must wear ID cards while at school or on field trips for the purpose of identification in emergency situations. Any student not wearing an ID will have points deducted from PBIS rewards. The ID is part of our uniform as well as for bus tracking..

The use of ID cards results in more efficient meal and library transactions; therefore, students without ID cards will not be allowed to check out library books and may be asked to move to the back of breakfast and/or lunch lines. In addition, students without ID cards will not be allowed to attend field trips. No IDs will be issued on the mornings of scheduled field trips. Refunds will not be issued for field trips when the student does not have his/her ID card.

SAFETY/SINGLE POINT OF ENTRY/EMERGENCY DRILLS

The school office is the first stop for anyone entering Paul J. Solis Elementary including parents, visitors and vendors. After arrival time, ALL access to the school campus is restricted to the main entrance. ALL visitors must enter through the door on the left side of the office and present valid picture identification to move beyond the office area. Use the doorbell to request entry. At no time will anyone be allowed to remain on the school campus without a valid ID. All visitors will be required to visibly display/wear "Visitor" identification on their person while on campus.

Students should take drills seriously and obey instructions in all situations. Student misbehavior during evacuations will result in disciplinary actions, no exceptions.

PROTECTION OF SCHOOL EMPLOYEES

Any individual who physically assaults or threatens harm to any Jefferson Parish employee will be addressed by the principal. A request will be made that this individual will not be allowed to enter the campus without prior approval of the principal.

VOLUNTEERS/VISITORS ON CAMPUS

When volunteering or attending scheduled events on campus, please remember that events scheduled within the school day are student-only events, which means siblings or other non-students are not invited to attend these events. When attending after-hours events such as family nights or Family Engagement Monthly Meetings, siblings are welcome, but toddlers must be kept in strollers for safety reasons, and reasonable respect should be shown to the speakers and performers. Visitors' attendance is expected to be polite and practice good manners. Volunteers are expected to remain engaged in the workplace and working as specified. Actions outside of the expected code of conduct for parents/guests will result in potential removal or a request to have the person banned from campus.

INTERIM REPORTS/REPORT CARDS

Interim reports will be issued once within each grading period. The purpose of an Interim Report is to inform parents of their child's academic progress. ***In the event deficiencies are noted, please schedule a conference with your child's teacher immediately.*** This is the most effective way to support your child's academic success. The Interim Report must be signed by the parent or guardian and returned to the student's homeroom teacher within two school days. Hint: Take a picture with your phone if you'd like to keep a copy for reference.

Report cards are issued to students at the end of each marking period, and will be sent home in the (green) Communication Folder. Students will receive letter grades or other indicators that reflect their performance relative to grade level requirements. The only exceptions to this are pre-kindergarten, kindergarten, and emerging English learners. You can keep the report card. Please sign and return the report card sleeve that the report card comes in each 9 weeks.

HOMEWORK

Homework, the extension of class work, should relate directly to the mastery of a subject or to practice skills to use. Homework is an important part of the learning process. It is essential that parents/guardians assist in the homework process. Failure to complete homework may result in not reaching their academic goals, lower performance grades in the course, and a PBIS deduction due to not being prepared for class. Expectations will be communicated via the teacher. Most homework is provided at the beginning of the week and is due by the end of the week.

BUS TRANSPORTATION

Students who are in purple shirts, that are PRE-K and Kindergarten MUST have an adult at the stop to receive the student. Not having an adult to receive these students will result in the student getting returned to Solis. After being returned twice, the student must be registered for child care and the registration fee must be paid, as well as the time used while waiting to be picked up. The return procedure now applies to any student, in any grade level, who does not feel comfortable getting off at the stop, so please make a plan and walk through the plan to show your child how to

get home safely. If your child requests to be returned, they will also have to be registered for child care and all fees must be paid.

Any students electing to use bus service as their designated method of transportation must ride their assigned bus ONLY. Any exception must be approved in advance of the change, in writing, by both the principal and the Transportation Department.

STUDENTS TRANSPORTING LARGE ITEMS ON BUSES

If a student is transporting a project or other large item on a bus, the item must rest safely on the student's lap or fit under the student's seat. If the item meets that criteria, the driver is able to transport the student's item. If not, the item will not be allowed on the bus. Nothing should be in a student's hands in the bus line or while on the bus, especially supplies, materials, books, or cell phones.

BEHAVIOR WHILE ON BUS TRANSPORTATION

Students are expected to be safety conscious at all times and must conduct themselves in a manner that will minimize hazards. This includes but is not limited to seating on the bus, waiting at the bus stop, reframing from movement or having items, food, or devices in use on the bus. Misbehavior, excess noise and distractions create an unsafe environment and will not be tolerated. Bus behavior referrals will be submitted by the driver, and discipline consequences will be imposed. This will impact the discipline record, PBIS rewards, and could lead to a suspension of bus services. Misbehavior in bus lines may result in a loss of PBIS rewards.

CAR RIDERS

Traffic for car rider drop-off and pick-up must enter through the appropriate gate on Mt. Laurel Dr. Please remain patient and courteous while waiting in line for your child. All students should be picked up by 3:00. Students not picked up by this time will be sent to Childcare and applicable fees will apply.

Each family choosing to use carpool dismissal must sign a Carpool Dismissal Waiver which gives the administration and staff of Paul J. Solis Elementary permission to release your child(ren) at the end of the day through the carpool line. You must come into our office to sign the waiver. **Any family choosing carpool dismissal MUST have Childcare registration forms and the $20.00 fee on file and paid, for emergency use.** You will be expected to pay for days that you are late to pick up and late fees will apply if not settled within 24 hours.

A number will be assigned to each family which should be hung from the rearview mirror of the car during pick-up. This will facilitate a more timely and efficient release of students. **NO STUDENT(S) WILL BE RELEASED WITHOUT THIS IDENTIFYING NUMBER. Please leave the carpool number displayed the entire time you are in the carpool line, as a new electronic system is being utilized.** Please assist your child(ren) with a safe dismissal by teaching each child their number and how to get in and out of your vehicle safely and independently.

For safety reasons, students will not be allowed to cross between vehicles and will not be crossed by staff. Please have your child(ren) enter and exit on the passenger side as it is safest/closest to the building. If your vehicle does not allow for compliance of this procedure, please email the principal for an alternate plan for safe dismissal.

There is a great number of students who are dismissed at the Car line. We have a systematic and orderly process in place to assist us in a safe dismissal for our students. Your child(ren) will need to cooperate fully to be safe. New colored numbers are provided each year, along with new registration fees for childcare. By the end of August, ALL students, from PK to 5th grade should know their number, listen for their number, and get up to walk to the carpool line, the first time the number is called. not doing so will result in a loss of PBIS rewards.

WALKERS

WALKERS actually walk to their house, here in the neighborhood. Parents who meet their child(ren) at the gate should remain outside the gate, even on rainy days, and move away from the area, quickly and safely, by crossing at the Crossing Guards once you are united with your child. Students and Parents who do not dismiss according to these expectations will result in the student having a loss of PBIS rewards. Parents should NEVER park in the NO PARKING areas or in community driveways, or block school buses from entering the Bus Zone with your person or with a vehicle. If you require assistance as a "walker," please make an appointment to see the principal to discuss your options. Be aware that our partners at Jefferson Parish Sheriff's office support our safety expectations and will address non-compliance through citations/ticketing. Student safety comes first!

CHANGES IN TRANSPORTATION

All requests for transportation changes MUST be made by 2:00 P.M. to the school office, you MUST email the office staff, as we need it in writing..

Requests for transportation changes in the afternoon, either permanent or temporary (even daily) **MUST be in writing,** thereby giving the school written authority to make the change.

When you know in advance that your child will NOT be going home via the usual method of transportation, or staying for childcare as usual, it will be necessary to send signed, dated correspondence or email to the homeroom teacher the morning of the change. They will share that with the office.

In emergency situations, when you do not have advance knowledge of the need for an alternative method of transportation or to request that your child be placed in Aftercare, it will be necessary to first **call the school**, and **then either fax (504-392-6047) or email your written request** for an alternative method of transportation or to request your child be placed in Aftercare. Emails should be sent to the homeroom teacher, the school secretary and the principal. This ensures follow up of your request. There are links to the email addresses of all faculty and staff members on the school website at **https://www.jpschools.org/solis.** Please be aware that emails from some work locations may be filtered and default to spam.

CAFETERIA

This school year, our elementary students will be offered well-balanced meals provided in the cafeteria at breakfast and at lunch, FREE of charge.

Students should behave appropriately in the cafeteria. All school rules and expectations, as well as proper table manners must be observed during meal times. Students are to remain in the cafeteria, in their assigned line order in their assigned seats until they are dismissed. Expectations not met will result in a loss of PBIS rewards, and repeated misbehavior will result in appropriate discplinary action, both in line to be served and in their assigned seat.

Students are not allowed to bring additional food or drink items into the cafeteria when receiving a school breakfast or lunch, including snacks. If your student brings a lunch, not just snacks, they may still opt to get a cafeteria tray, however just bringing snacks or drinks are not allowed.

No student or visitor should enter the school cafeteria with food items displaying fast food labels or logos.

No snacks are to be brought to school without permission, for lst-5th graders. Snacks are part of the PK and Kinder day.

No hot chips, ramen noodles, sunflower seeds, candy or chewing gum, sugary drinks or soda are allowed at any time. Due to food allergies and sensitivities, NO SHARING of food/snacks is allowed at school.

The school ID will be worn daily to expedite the breakfast/lunch process. It is a required part of the JPschools uniform policy. If lost or defaced by your student, you will be required to purchase a replacement. We make a recommendation that you discuss keeping their ID in a certain pouch in the bookbag and inform your child about damaging the ID.

MESSAGES/ITEMS/LUNCHES

We cannot interrupt instructional time except in extreme emergencies, and it must be approved by the principal. No forgotten items, money, or lunches will be accepted in the office. We will always protect instructional time. This will be strictly enforced, so you can expect to be turned away. Please ensure that your student is prepared for school each day.

DRESS/CODE UNIFORMS

Students will be expected to wear their school uniforms, be well groomed, and keep themselves neat while at school, with shirts tucked in and belts worn in grades 1-5. Non-approved items will be addressed and removal of these items will be expected. Purchase APPROVED items from the start, and label your child's items..

- As outlined in the Paul J. Solis **Emergency Management Plan**, all students must wear ID cards while at school for identification purposes. Students without the ID will have violations count against PBIS rewards.
- First through fifth grade students must wear belts at all times. Belt buckles are to be no wider than the belt and cannot have any initials, words, or embellishments. Belts must be black, navy blue, or brown.
- No oversized pants, cargo pants, jogging pants, or leggings will be allowed. Pants must be worn at the waist, not the lower hips.
- No makeup or false fingernails may be worn. No leggings as uniform pants will be allowed, as shirts must be tucked in and belts must be worn..
- Students must wear tennis shoes. Shoes must be properly laced or fastened with Velcro. **NO MARY JANE STYLE, CROCS, BOOTS, or SLIP-ON SHOES ARE ALLOWED** for safety reasons. Students engage in physical education daily.
- Earrings are to be no larger than a quarter.
- **PK students may NOT wear hoop or dangling earrings – only small stud earrings may be worn (PK Handbook).** All necklaces must be tucked inside of the shirt. Any jewelry that is inappropriate, unsafe or a distraction to learning will be removed and held in the office until picked up by a parent/guardian. Solis is not responsible for lost, damaged or stolen items.

DRESS-DOWN DAYS/PICTURE DAYS

- Students MUST wear tennis shoes on all dress-down days and picture days. Students purchasing pictures may bring shoes to wear for pictures, but must come to school wearing tennis shoes and change into tennis shoes once pictures are done. Students in PRE-K or Kindergarten MUST wear purple shirts over picture clothing if riding a bus to or from school.
- To encourage school spirit, we incorporate specific dress down opportunities for student participation. Students may "dress" in the themed items or wear their uniform.
- Fundraising Dress Down money must be collected by the teacher upon the arrival to homeroom. If the funds are not brought to school by the student, they will call home for a uniform and this will impact their PBIS rewards. If the student does not "dress" according to theme, they will call home for a uniform and this will impact their PBIS rewards.
- PBIS Rewards as a Dress Down are ONLY for students if they are invited to participate, and have received an invitation to participate. Teachers receive a roster of students who earn the rewards. If the reward was not earned and the student arrives at school out of uniform, they will call home for a uniform and this will impact future PBIS rewards.

BOOK BAGS/PURSES

ALL Solis students in Pre-Kindergarten through 5th grade will have see-through, or clear book bags ONLY. No purses allowed. Students who require feminine hygiene products may place those items in a small zippered pouch. There should not be any hanging items such as stuffed animals or key chains on backpacks.

SCHOOL SUPPLIES

A supply list for each grade level is available on the school's website and in the school office.

Each student should come to school daily with the necessary school supplies. All students must pay a student fee for one ID, a lanyard, materials, supplies, and technology. If the ID is lost or defaced, you will be required to replace it by purchasing a new one. IDS will be used to scan students in and out, as they get on and off the bus, get breakfast and lunch, check out devices and library books, etc.

WATER BOTTLES

Students may only bring a store bought water bottle with a secure top/lid to school. Stanley cups, tumblers, and similar large cups are not permitted.

WORKBOOKS/LIBRARY BOOKS/CLASS LIBRARIES

All workbooks, library books and other classroom books are on loan to students, and as such it is the students' responsibility to return them to us in the same condition as when they were received. All books should be kept clean and handled carefully. If workbooks, library books or other classroom books are lost or damaged, parents/guardians will be charged a replacement fee.

CHROMEBOOKS

Jefferson Parish is a one-to-one district when referring to students and devices. Each student is responsible for handling their chromebook carefully and in compliance with high expectations. Student fees will be charged for lost, damaged, or defaced devices.

ELECTRONIC DEVICES

Paul J. Solis Elementary STRONGLY discourages parents from allowing students to bring electronic devices to school, specifically cell phones, tablets, smart watches, or any other device capable of receiving cellular and/or wifi service.

The approved Jefferson Parish School Board policy regarding student possessions of electronic devices on school campuses is as follows:

Students **are** allowed to possess electronic devices on campus. **However, all electronic devices must be turned completely off and must not be visible or audible** while students are on school grounds, on the school bus, or on field trips except when used as part of the instructional process (This can only occur with prior permission of the principal or principal's designee.) or in the event of an emergency. An "emergency" is defined as an actual or imminent threat to public health or safety, which may result in loss of life, injury, or property damage.

- Students shall be personally and solely responsible for the security of their telecommunication devices. Neither the Jefferson Parish Public School System, nor Paul J. Solis Elementary, shall assume any responsibility for theft, loss, nor damage of an electronic device or unauthorized call made on a cell phone.
- **Phone communication during the instructional day MUST occur on school telephones** with permission from appropriate school personnel with the exception of emergencies as deemed by the principal or principal's designee. **Parents should continue to call the school for any emergencies or necessary communication.**
- The possession of electronic devices is strictly prohibited during instructional time or during testing situations. School personnel may collect such devices before students are administered an assessment (and return them after the assessment has concluded). **If a student is found in possession of an electronic device during an assessment, the assessment will cease, the device will be confiscated, and the student's**

assessment will be invalidated. Additional disciplinary action may be taken by the school administration if a device is in use, determined to have been used, or in the on position.

- If a student's possession or use of an electronic device is in violation of the approved policy, the device will be confiscated and the student will be subject to disciplinary action. The device may only be returned to a parent upon request and in person.
- Failure to give the device to a school system employee when requested will add to the severity of the consequence.
- Possession of a cell phone by a student is a privilege and may be forfeited by any student not abiding by the terms of this policy. This includes photographs, videos, and social media safety.

METAL DETECTOR CHECKS

As per the Jefferson Parish School System's Safety Management Plan, elementary schools are required to complete periodic, random metal detector searches a minimum of once per month. This procedure will be explained to the students before the metal detector is used, and should not cause alarm. Safety is of the utmost importance.

BIRTHDAYS/PARTY INVITATIONS

Classroom birthday celebrations are not allowed. Parents may not bring cakes, cupcakes, balloons, etc. for students' birthdays or other celebrations. Students are not allowed to distribute individual party invitations at school.

FIELD TRIPS

Field trips are scheduled throughout the school year. **It is a privilege for students to attend field trips.** Parents will receive notices of field trips well in advance of the scheduled trip date. The notification will include the date of the trip, the place, the time, the cost, and the deadline for returning the permission slip and fee. If the field trip permission slip is not signed and/or payment is not returned by the deadline, the student will not be allowed to go on the field trip. All students participating in the field trip must ride the bus to and from the destination. In special circumstances, we reserve the right to require that a parent or guardian attend the trip with their child in order for the child to attend. Each student case will be discussed for the best interest of the student. Some students require special support, but are offered the same trip opportunities as their peers.

Students MUST wear their uniform on all field trips. Students may NOT bring electronic devices, including mobile phones and tablets, on field trips. Students without proper identification (school ID) will not be allowed to attend field trips. IDs may not be purchased on the morning of a field trip.

School rules will be enforced during field trips. If, while on a field trip, a student displays inappropriate behavior, he/she will be disciplined according to school policy and may not be allowed to attend future field trips.

Siblings/relatives/friends may not attend field trips. If chaperones are scheduled, you will be notified and fees may be applicable.

Refunds will not be issued for students or chaperones due to absence, including suspension, on the day of the field trip as payment must be made in advance. In addition, **money will not be refunded to students without ID on the day of the field trip.**

EMERGENCY SCHOOL CLOSING

In the event of an emergency closing of school or early dismissal of students, announcements will be made over the news media. Channel 4 (channel 3 on Cox Cable) and the A.M. radio station WWL-87 are the official stations to broadcast announcements from the Superintendent about school closings. Please also visit the JP mobile app for the latest information available or jpschools.org for emergency messages. Texts and emails are frequently sent from JPS and from Solis. Please keep these updated with the office.

JPSchools consistently collaborates with parish and state Emergency Response Officials in preparing our schools for intermittent closures due to emergencies and severe weather related events. For this reason, our teachers and students will continue to use the Google Classroom platform so that should we need to shift our learning, we may be able to do so. As always, tune in to WWL-TV News or jpschools.org for closure information.

OUR SHARED COMMITMENT TO STUDENT SUCCESS

Students will:

- Attend school consistently and arrive on time.
- Participate actively in learning.
- Complete assignments and assessments to the best of their ability.
- Ask for help when they do not understand.
- Demonstrate respect, responsibility, and perseverance.

Families will:

- Support regular attendance and on-time arrival.
- Review academic progress and school communications.
- Participate in conferences and meetings when requested.
- Communicate concerns and questions with the school.
- Support reading, mathematics, homework, and identified learning goals at home.

Teachers and staff will:

- Provide standards-aligned, rigorous instruction.
- Monitor student learning and respond to data.
- Provide appropriate intervention, acceleration, accommodations, and supports.
- Communicate student progress and concerns with families.
- Maintain high expectations for every learner.

School leadership will:

- Monitor teaching, learning, student achievement, school climate, and student access to appropriate supports.
- Use schoolwide, grade-level, teacher, subgroup, and individual student data to guide decisions.
- Support teachers through coaching, professional learning, collaboration, and feedback.
- Partner with students, staff, and families to improve student outcomes.

The school uniform is as follows:

SCHOOL BAGS: Only clear, see-through backpacks are permitted for students in all grades. Mesh bags are no longer allowed.

Pre-K:

Shirt: Purple Solis Uniform Shirt/Sweatshirt
Bottoms: KHAKI (shorts, skirt, jumper dress or pants with elastic waist band-No belts)
Shoes: (velcro, zip, or elastic acceptable) [NO shoes with laces to tie]

Kindergarten:

Shirt: Purple Solis Uniform Shirt/Sweatshirt
Bottoms: Navy blue (shorts, skirt, jumper dress or pants) No jogging pants. NO BELTS
Shoes: Black, White, or Black and White Tennis shoes are preferred. (No wheels or lights)

1st – 5th Grade:

- Shoes: Black, White, or Black and White Tennis shoes are preferred. (No wheels or lights)
- Shirt: Hunter Green Solis logo uniform shirt: Solid navy or black long sleeve shirt may be worn under uniform shirt on cold days, no other shirts may be worn.
- Bottoms: Navy blue (shorts, skirt, jumper dress or pants) No jogging pants or leggings. Regulation uniform pants, shorts, or skirts only, with belt loops.
- Belt (Grades 1-5 Only): Brown, black, or navy blue belts must be worn with uniform pants. Pants MUST have belt loops.

ALL STUDENTS:

- Socks: Solid white crew socks must be worn.
- Jackets: Solid jackets that zip may be worn inside the school building. No words or pictures can be on the jacket.
- Sweatshirt/Sweaters: Solid navy blue sweaters or green Solis sweatshirt can be worn in the classroom. No pullover hoodies at all.
- Leggings: Solid navy blue or black leggings may only be worn under skirts on cold weather days. No other color leggings should be worn under skirts. Leggings cannot be worn as pants.

ALL STUDENTS ARE EXPECTED TO BE IN FULL UNIFORM EVERYDAY: THIS INCLUDES BELTS, SHOES, ID, UNIFORM SHIRT AND/OR SWEATSHIRT.

SHIRTS MUST BE TUCKED IN AT ALL TIMES. ANY NON-APPROVED UNIFORM ITEMS WILL BE REMOVED UPON ARRIVAL TO SCHOOL.

UNIFORM STORES:

Skobel's
1742 Stumpf Blvd.
Gretna, LA 70056
504-366-6887

Johnson's Uniform
619 Westwood Dr.
Marrero, LA 70072
504-340-6061

Logo Express
109 Wall Blvd
Gretna, LA 70056
1-866-665-2864

Uniforms by Kajan
1981 Barataria Blvd
Marrero, LA 70072
504-371-8570