Handbook
2026-2027

Solon Intermediate
Solon, Iowa



GENERAL PROCEDURES 4
School Days 4
Absences and Attendance 4
SIS Tardy Regulations 5
Accident and Emergency Information/ Change of Address 5
School Fees and Waivers 5
Student Records/ Release of Information 6
Lost and Found 6
Personal Property 6
Cell Phones 6
Community/ Family Night 7
Use of School Facilities 7
SIS Before & After School Program 7
ARRIVAL AND DISMISSAL PROCEDURES 8
Arrival 8
Walking and Biking Students 8
Dismissal 8
Parent Pick-Ups 9
Bus Procedures 9
Consequences: 10
Notification of Change in Transportation 11
School Cancellations 11
Early Dismissal (for Professional Development) 11
Leaving School During the Day 12
HEALTH AND SAFETY PROCEDURES 13
Building Safety 13
Recess 13
Illness or Injuries 13
Medicine 13
Hearing Screening 14
Insurance 14
Drills 14
STUDENT DISCIPLINE AND SOCIAL CONDUCT 15
Students' Rights and Responsibilities 15
Bullying or Harassment 16
Common Area Expectations 16
Student Appearance 17
Weapon-Like Toys/Dangerous Weapons 17

Independent Problem Solving Plan 17
Disciplinary Consequences 18
In-School and Out-of School Suspension 18
Student Search Policy 19
Care of School Property / Vandalism 19
Computer & Internet Access Policies 20

VISITORS AND VOLUNTEERS 21
Visitors Welcome 21
Volunteers Welcome 21
Parent Teacher Organization 21
Wellness Policy 21
Classroom Parties and Treats 22

SCHOOL PROGRAMS AND INFORMATION 23
Evaluation / Testing 23
Homework 23
Special Services 23
Other Referral Services 24
Library 24
Talented and Gifted Program (TAG) 24
Field Trips 24
Programs and Policy 25
Multicultural / Gender-Fair Programs and Policy 25
Human Growth and Development 25
Academic Freedom (Board Policy 603.9 Summary) 26
Controversial Issues (Board Policy 603.9RI Summary) 26
Religion-Based Exclusion From a School Program (Board Policy 604.5 Summary) 26
Distribution of Materials Regulation 27

Notice of Nondiscrimination 28

School Days

School at Solon Intermediate begins at **8:00 A.M**. each morning. Doors will unlock at 7:45 am and parents may drop students off at this time. Buses will drop students off between 7:45-8:00 A.M. Parents who drive their children to school should make every effort to drop their children off at this time. Students who arrive early will enter through the east-side entrance (near the new gym) and head to the small gym for breakfast or report to their assigned classroom. Children may not be dropped off prior to 7:45 am as we do not have supervision.

School is dismissed each day at 3:00 **P.M.** **(NOTE: SIS is dismissed at 1:30 pm on early dismissal days.)** Bus students will be dismissed on the south side of the building (W. 5th Street) using the circle drive.

Walkers & Bike Riders will be dismissed on the south side of the school AFTER buses have departed.

Parent Pick Up will be dismissed on the south side of the building (5th Street). Parents should remain in their car, lined up, single-file and may pull up to the school to drop off their student(s) before proceeding around the drive and back out on to 5th Street. Staff will be out to help direct traffic and keep things moving in an orderly fashion.

Absences and Attendance

Regular attendance at school is very important. If it is necessary for your child to be absent, please call the office at or before **9:00 A.M.** each day. If we have not heard from you, our office staff will call to verify an absence.

In alignment with Federal Policy, the following absences will be exempt for children who:

- Completed requirements for graduation or obtained a high school equivalency diploma.
- Excused for sufficient reason by any court of record or judge.
- Attending religious services or receiving religious instructions.
- Unable to attend school due to legitimate medical reason(s).
- Individualized Education Program (IEP) that affects attendance.
- Section 504 plan under the Federal Rehabilitation Act that affects attendance.

Steps in the Chronic Absenteeism Process:

- **Step 1**: 10% of semester = Letter from school notifying parent/guardian that student has accumulated 10% absenteeism within a grading period.
- **Step 2**: 15% of Semester = Meeting with school officials to develop an absenteeism prevention plan
- **Step 3**: 20% of Semester = Notification to Johnson County Attorney's Office.

Tardy Regulations

Students arriving at school at 8:10am or later will be considered tardy. If a student is signed out of school (for lunch or the end of the day) and the child misses 20 to 60 minutes of the school day, it will also be considered tardy. Missing more than 60 minutes of a morning or afternoon is considered a half day absence.

Accident and Emergency Information/ Change of Address

Each family is asked to designate emergency contacts, generally relatives or neighbors, who could be phoned regarding the care of your child and their needs when you cannot be reached. Please be sure that the neighbor or relative is aware that you have given their number as an emergency phone number.

It is very important that you inform us immediately of any changes in your telephone number, address, work related phone numbers, or the identification of a person who is to be notified in case of an emergency. Please notify the school in advance of a planned move from the Solon Community School District.

School Fees and Waivers

Solon Community Schools has a materials fee of $75.00 per student. Fees are collected when a family registers with the district. Students whose families meet the income guidelines for free and reduced price lunch, the Family Investment Program (FIP), Supplemental Security Income (SSI), transportation assistance under open enrollment, or who are in foster care are eligible to have their fees waived or partially waived. Students whose families are experiencing financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship should contact the principal at registration time or within the first week of school for a waiver form. **This waiver does not carry over from year to year and must be completed annually.**

Student Records/ Release of Information

In order to facilitate the educational process of our students, records on each student are kept in the building in which the student is currently attending. The custodian of the records is the building principal. The Solon Community School District will release school information for the school year in accordance with the Code of Iowa, Section 99.3. The following information related to students will be released unless objections by parents of students or students 18 years of age are raised:

Student's name
Parent or guardian's name
Address
Telephone number
Date and place of birth
Major field of study
Participation in officially recognized activities and sports
Weight and height for athletic rosters
Date of attendance
Degrees and awards received
Most recent educational institution attended by the student and other similar information.

Parents or students 18 years of age may make their request for information not to be released at any school office.

Lost and Found

A lost and found cart will be available across from the gym doors throughout the year. As soon as a student has lost an article, he/she should check the Lost and Found area for it immediately. We strongly urge that all clothing and personal property be labeled with the student's name. Periodically, articles not claimed will be donated to a charity.

Personal Property

Children are not to bring extra money, electronic games, toys, trading cards, personal/handmade items to sell, or other objects from home. The school **will not assume responsibility** for the loss or breakage of these items. Students will not be permitted to sell items while at school or on the bus.

Cell Phones/Smart Watches/Gizmos

All phones/smart watches/gizmos and other communication devices will be silenced or turned off and placed in backpacks throughout the school day. Students may not wear their smart watches during the school hours (from drop off to pick up – 7:45 am to 3:00 pm).

Students caught using their phones, smart watches, or personal communication devices during the school day will have their devices held in the office until the end of the day. Repeated offenses will result in additional consequences for students in line with current district and building policies.

Community/Family Night

Wednesday night is designated as community/family night (School Board policy 508.2). In keeping with good community relations, the school does not schedule school functions, practices (after 6:00 p.m.) or athletic contests on Wednesday nights, during the school year whenever possible. This provides an excellent evening for parents and children to plan activities together. The only exception to this rule is when an agency other than the local school schedules tournaments or meetings to be held on Wednesday night.

Use of School Facilities

To view availability of school facilities, please go to SCSD website, click on Staff QuickLinks, click on Facilities Requests, select building and site. This will allow the public to *view only*. If you need to request facility use, please call Casey Hack at 319-624-2381 ext. 1104. Requests should be made well in advance of the event. Planned district activities will take priority over other requests. For additional information, please refer to Board Policy 505.6 and 505.7

SIS Before & After School Program

A Before and After School Program is available for students, in conjunction with the Solon Community School District. The program is offered to students from 6:15-8:00 A.M. and 3:05-6:00 P.M. daily. The program is self-supporting through parent fees. Parents interested in gathering more information should contact the Director of the Before and After School Program, Mrs. Amber Feaker, at 624-3401, extension 1277 or via email: afeaker@solon.k12.ia.us.

ARRIVAL AND DISMISSAL PROCEDURES

Arrival

We have a ten-minute period of time that is quite busy as our children are arriving each day. If you bring your child(ren) to school in the mornings, please try to keep the following in mind: As you pull into the east circle driveway to drop your children off, **please drive very slowly and watch for children**. There will be a drive through and drop off lane only. If you need to assist your child(ren), please pull into a parking spot while you attend to them. This will free up more space as well as move the lines along more quickly.

Student safety is the number one priority during arrival and dismissal times. In order to provide the safest environment for your children, we ask that you follow these guidelines for parking or unloading your child(ren):

1. All students and adults wishing to cross the drive must use the crosswalks. Cars/drivers will not be looking for students walking or running across in other places.

2. All parents who are transporting SIS students by private vehicle should follow these safety guidelines:

    - Arrive at school between 7:45 and 7:55 A.M.
    - Students should walk on the sidewalk, entering the south side of the building (5th Street) and report directly to their classrooms. Students needing breakfast should go directly to the small gym.
    - Unloaded vehicles should leave the tier with caution.

Walking and Biking Students

Students who walk or ride their bikes to school should arrive between 7:45 and 7:55 A.M. Students should stay on the sidewalks and **walk** their bike when approaching or leaving the school. After school, walkers and students with bikes will be dismissed after buses depart.

Dismissal

Bus students are safely loaded onto their buses at 3:00 p.m. on the east side of the building

Parent Pick-Ups

Parent pick up is dismissed and loaded on the east side of the building at 3:00 p.m. Please stay in line with one car following the car in front and move up as needed. As your child is safely loaded into your vehicle, carefully pull away so that the next vehicle can be loaded. Please do not park your car in this area.

Transportation

The goal of the SCSD Student Transportation Program is to provide each student with safe and enjoyable transportation to and from school, during co-curricular activities, and on any school sponsored activity. For specific guidelines and procedures, please refer to our Solon Transportation Handbook.

School Cancellations

If it becomes necessary to cancel school due to inclement weather or other emergency weather situations, please check your email, Twitter, Facebook, Instagram or listen to WMT-600, KCJJ-1560, KCRG-1600, KRNA-94.1, KHAK-98.1, KXIC-100.7 radio or KGAN -2 (TV)

As a secondary public announcement, a district notification system delivers personalized phone, text message, and/or email messages to parents. The district APP will also send out push notifications. Announcements of school closing will be made as early as possible.

PLEASE DO NOT CALL THE SCHOOL
We need to keep the phone lines clear!
Thank you!

Extreme temperature, humidity, and bad weather may necessitate dismissing school early. If extreme temperature and humidity are predicted and an early dismissal is made, the following procedure will be used:

1. An announcement will be made.

2. Dismissal will be scheduled as soon as possible in emergency situations. We will attempt to allow time for parents to hear school closing announcements. Again, as a secondary public announcement, a district notification system delivers personalized phone, text message, APP notifications and/or email messages to parents.

Early Dismissal (for Professional Development)

Every Thursday at 1:30 p.m the Board of Education has designated early dismissal days to provide in-service training for teachers. These days are indicated on the school calendar, which can be found here: https://www.solon.k12.ia.us/page/calendars

Leaving School During the Day

When parents wish to have a child leave school before the regular dismissal time, they should come into the school to pick their child up. Please notify the main office by email sisoffice@solon.k12.ia.us) or phone (319-624-3401, ext. 1500), requesting that your child leave earlier than regular dismissal time. It is necessary for the child to come to the office and sign out when it is time for him/her to leave.

Please contact the school office as early as possible. This assures that we can make arrangements on your child's day. Please do not rely on the teacher's ability to check emails in order to communicate a change in dismissal. Teachers are not always able to check their emails during the school day and cannot guarantee the message will be received in time. Please notify the main office by email sisoffice@solon.k12.ia.us) or phone (319-624-3401, ext. 1500).

A student who becomes ill at school will be dismissed through the office after parents or emergency people have been contacted and someone has come to pick him/her up. He/she will need to sign out in the office.

Building Safety

In order to ensure safety, the main entrance to SIS will be open for all visitors. School staff will be identified with photo ID's. All visitors to the school are asked to sign in and out at the front office and wear a visitor's badge.

Recess

Recess is a time for outdoor play and physical activity. All children are expected to go outside during recess unless it is raining or extremely cold. As a general rule of thumb students go outside as long as the real feel is 10℉ or above. During winter weather, students should be dressed warmly, including hats, scarves, and mittens. All students should wear removable boots and snow pants during snowy weather in order to play on the field areas.

Illness or Injuries

The Solon Community School District has two nurses who serve the K-12 student population. When a nurse is at Solon Intermediate, she will handle any illnesses or injuries. During times when the nurse is out of our building, illnesses and injuries will be handled by the office support staff. In the case of serious injury, the school nurse will be contacted, students will receive basic first aid, and the parents will be notified of the incident.

If a child displays symptoms of an illness, we encourage parents to assess their child's health in the morning. It is required that a child stay home for 24 hours if they have had a fever or have vomited. During the day children are sent to the office, their health is assessed, temperatures taken, and parents called, if necessary.

Medicine

Students who have the doctor's permission to return to school after an illness, but are still taking medication, may bring their prescribed medicine to school.

- All such medicine must be in the bottle with the pharmacist's label on it, clearly marked with the student's name and amount prescribed.
- In order to administer this medication, the school must have a permission form signed by the parent. These forms are available in any school office.
- Over the counter drugs such as aspirin, cough syrup, etc. cannot be administered without written permission from the parents. If permission is obtained such over-the-counter medications must come in their original container.
- Medications will be kept in the Intermediate School nurse's office and students must come to the office to take their medicine.
- Medications will be administered by the school nurse or individuals with appropriate training.

Hearing Screening

Grant Wood Area Education Agency (GWAEA) screens all students in Alternative Kindergarten (AK), kindergarten, and grades 1, 2, and 5. Students in the Early Learning Program with IEP's will be screened. Students in grades 3, 4, middle, and high school, who are new to the school, don't have a

documented normal hearing test, and some students with a history of known hearing loss will also be tested. Follow up testing may occur periodically if previous hearing test results were not within normal limits. Parents/guardians not wishing their child's hearing to be tested should notify the health office in writing at the beginning of the year. Parents/guardians with concerns about their child's hearing should contact the school nurse.

Insurance

School insurance may be purchased during the early part of the school year. You may purchase coverage for only school hours, or on a 24-hour basis, if desired. Dental insurance is also available. No-cost or low-cost health care coverage for kids' forms are available in the SIS office.

Drills

Fire and tornado drills are held regularly during the year. According to Iowa Code, two fire drills and one tornado drill are held each semester. We will also occasionally hold a lockdown drill, intruder drill, and an evacuation drill.

All students at Solon Intermediate School are responsible for their actions. Teachers work with students throughout the year teaching and recognizing appropriate behavior. To succeed, students must learn to self-regulate. Learning acceptable ways of solving disagreements is crucial to a child's social development. The school staff will provide assistance when a student is not capable of exercising appropriate self-regulation. Each case shall take into account the child's age and ability level. Teachers and administrators have a legal and moral obligation to ensure a student's respect for persons and property and to ensure an orderly educational climate in the school. The Solon Community School District supports the philosophy that all students deserve a school experience uninterrupted by disorder or disrespect.

The Solon Community School District's School Board affirms its support of the school/student responsibility and discipline policies, its intent to support school staff to enforce these policies, and its intent to hold school staff accountable for implementing the policies.

We encourage parents and adult visitors to join us in being good role models of the policies listed below.

Students' Rights and Responsibilities

All students have the right to:

- Learn and work in a safe and orderly environment.
- Be treated with respect and expect others to reciprocate.
- Work in a learning environment that best meets their needs.
- Be free from harassment and physical torment while in class, passing through the halls, or on school grounds.
- A fair hearing on disciplinary matters with the understanding that the final decision must be made by the school.
- Bring their concerns about school matters to the attention of the administration of that attendance center.

These rights are for all students and any student violating the rights of others will be held responsible and appropriately disciplined.

All students must show the responsibility to:

- Put forth their best effort on all of their class work.
- Be respectful of others and tolerant of their differences.
- Come to class prepared to learn.
- Be respectful of property.
- Work to keep our building safe, orderly, and clean.

These responsibilities are for all students and all students will be held accountable.

Bullying or Harassment

The Solon Community School District defines bullying as intentionally aggressive behavior, repeated over time that creates an imbalance of power. This type of behavior can include but is not limited to the following: targeted acts or threats or intent to hurt someone with no regret or remorse for the intended victim.

For the entire district policy please refer to (Board policy 104).

Student Appearance

While the primary responsibility for appearance rests with the students and their parents, the administration reserves the right to judge what is proper and what is not. Decisions will be made based on clothing that is sanitary, decent, safe, and not disruptive to the learning process.

Students may **not** wear:

1. Clothing or other apparel promoting products, which are illegal for use by minors such as alcohol, tobacco or drugs.
2. Clothing displaying or implying obscene material, profanity or reference to subversion are not appropriate.
3. Clothing that does not maintain appropriate bodily coverage.
4. Students may not wear hats inside the building during the school day.
5. Anything deemed a distraction to the learning environment.

Weapon-Like Toys/Dangerous Weapons

Students and staff at Solon Intermediate School have the right to attend school and school activities within a safe environment. Toy guns, knives or other weapon-like toys should not be brought to school. Children who bring these types of toys will not be allowed to use them. Parents will be called and asked to pick up any weapons or toys deemed to be dangerous.

Any student, who illegally possesses, buys, sells, uses, or threatens to use a dangerous weapon (defined in School Board Policy #502.9) on school grounds shall be subject to discipline up to and including expulsion.

Independent Problem Solving Plan

The teacher is the administrator of classroom discipline. Therefore, minor discipline offenses are the responsibility of the classroom teacher. In each classroom, the students learn and are encouraged to use a four-step process to assist them in maintaining control of their own behavior. They learn to:

1. Ignore
2. Ask to stop
3. Walk away
4. Report

The four-step process is reinforced in classrooms, on the playground, and throughout the building. The plan serves as a way to deal with minor problems between people. When the problem is of greater concern students may seek adult help to handle the problem. Building staff will be available to help solve conflicts that arise or discipline students if there is a violation of a student's rights or a building policy.

Disciplinary Consequences

When behavior situations arise in which the educational process is unable to proceed effectively, a student has not fulfilled his responsibilities, or a student has violated the rights of other students, the following actions may occur:

- Restitution
- Private conversation with student in classroom
- Conference with student outside of classroom/in office
- Restraint
- Seclusion
- In-school suspension
- Out-of-school suspension
- Loss of privileges
- Conference with parent(s)/guardian(s)

The specific action taken is dependent upon the frequency, duration, and/or intensity of a behavior which may disrupt student learning and/or impact the safety of students. Disciplinary procedures are established to provide a safe and orderly learning environment for all students. It is to be understood that disciplinary actions will be the final decision of the school. If there is a question regarding how a discipline situation has been handled with your son/daughter, please contact your child's teacher to clarify the situation. If you have any questions, our staff is always available to conference in order to communicate, set goals for improvement, and monitor progress toward the goals. Parents who do not agree with the administrative recommendation may have the case reviewed by the superintendent.

In-School and Out-of School Suspension

An administrator may issue a suspension to a student for violation of school rules or gross misconduct or gross disobedience when, in their judgment, such suspension is necessary for the good of the student or the school. In-school suspension generally involves the student being removed from the classroom for a portion of the day. Out-of-school suspension generally involves the student being held out of school for a day. The purpose of suspension is:

1. To create a closer school-home contact with the opportunity for the student, the parents, and various school personnel to review and correct the situation.
2. To separate the student from classes and social activities at school, where his/her behavior has not been acceptable.
3. To protect the rights of the other students to an education uninterrupted by those who tend to, or wish to ignore or invade those rights.

Following both in-school and out-of-school suspension, students will be required to meet with the building principal upon re-entry to the school and/or classroom. A re-entry meeting serves to set the student up for success when returning to the classroom and helps to clarify expectations, review potential safety plans that will be implemented, and determine any

additional resources or supports the student may need. Parents are welcome to attend re-entry meetings but are not required to do so.

In-School Suspensions:

Before any disciplinary action is taken, each case is thoroughly investigated. We strive to be consistent, firm, and fair. In-school suspensions can be given in half-day increments. Violations of the following rules are considered serious violations and may result in an in-school suspension:

- Fighting / Physical aggression - intent to do bodily harm
- Repetitive behavior where previous action has not resulted in a change in behavior
- Insubordination / Defiance - refusal to follow a reasonable direction of a teacher or administrator
- Harassment- intimidation or harassment of a student or adult, including sexual harassment or any type of social media harassment
- Vandalism - destruction or defacement of school property in our buildings or at any other school
- Creating a False Emergency - setting off a fire alarm or making a bomb threat
- Theft

Out-of-School Suspension:

If a child fails to change behavior following the in-school suspension, a plan will be written with the administrator, teacher, and child. Such a plan will be shared with the parent and may include an out-of-school suspension. The administrator reserves the right to use out-of-school suspension as a consequence for high level behaviors even if in-school suspension has not been previously utilized. Violations of the following rules are considered serious violations and may result in an out-of-school suspension:

- Fighting / Physical aggression - intent to do bodily harm / resulting injury
- Use of Firecrackers or Other Types of Hazardous Devices
- Carrying or Using a Dangerous Weapon
- Tobacco/Smokeless Tobacco - the sale, possession of, or being under the influence of, at school or any school-related activity
- Alcoholic Beverages or Drugs - the sale, possession of, or being under the influence of, at school or any school-related activity

Student Search Policy

The Solon Community School district may conduct periodic inspections of student desks without prior notice. Any inspection of student desks pursuant to the District's policies will only occur either in the presence of the student(s) whose desk(s) are being inspected or in the presence of at least one other person.

Care of School Property / Vandalism

Students are expected to treat school property with care and respect. Our school and equipment cost the taxpayers to construct, purchase, and maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. If students willfully destroy school property, in-school suspension may be necessary. If a student should happen to damage something by accident, he/she should report it to the office immediately.

Computer & Internet Access Policies

The Solon Community School District provides students with Internet-connected devices such as computers and tablets during the school day. Students must assume responsibility for appropriate use and cost resulting from the misuse of these devices.

Students may use the Internet, email, and other district-approved online services to participate in distance learning activities, ask questions of and consult with experts, communicate with other students and individuals, and locate materials to meet their educational needs. Teachers and other staff members have a professional responsibility to work together to help students develop the intellectual skills needed to identify information appropriate to their age and development levels, discriminate among information sources, and evaluate and use information to meet their educational goals.

The Solon Community School District reserves the discretionary right to monitor Internet-connected devices and all Internet and data network activity without cause. Internet-connected devices and Internet access are to be used in a responsible, ethical, and legal manner. Students and parents/guardians are advised that some transmitted information may be inflammatory, inaccurate, abusive, obscene, profane, sexually-oriented, threatening, or racially offensive. The district does not permit the use of such materials in the school environment. Parents/guardians should be aware of the existence of such materials and monitor home use. Students knowingly bringing such material into the school or printing them at school will lose their access privileges.

In using Internet-connected devices and the Internet, students agree to abide by all policies and procedures adopted by the Solon Community School District as well as current federal, state, and local laws. These include district policies and procedures against harassment, plagiarism, and unethical conduct as well as local, state, and federal laws prohibiting theft, copyright infringements, insertion of malware into computer systems, vandalism, and other unlawful intrusions.

Visitors Welcome

Adult visitors are always welcome at SIS. Visitors are asked to check in at the office when they arrive and will be given a visitor's badge. This procedure enables school personnel to know who is in the building throughout the day. It would be wise to call or send a note to your child's teacher before visiting, so that you may check the daily schedule and see the classes of your choice.

Volunteers Welcome

We encourage and welcome parent volunteers to help in the classroom, library, makerspace, and the office. We ask that all volunteers sign in at the office when they arrive and receive a volunteer badge. Some of the ways you could help would be to listen to children read, duplicate papers, shelve library books, support basic math facts, and supervise computer work. If you are interested in helping at SIS on a volunteer basis, please notify the office, your child's homeroom teacher, or the building principal.

Parent Teacher Organization

The Solon Intermediate Parent Teacher Organization is a dedicated group of parents and educators working to support the mission of the school district. The organization supports the funding for programs, artists, and speakers within the district, sponsors book fairs, organizes volunteers, recognizes district personnel, coordinates the purchase of playground equipment, and provides educational programs for parents. PTO meetings are held every other month, are open to any Solon parent, and are published in the school calendar. Parents may join PTO for an annual $10.00 membership fee. By joining PTO, parents can support our school. We have one parent organization to support both Lakeview and SIS.

Wellness Policy

SNACKS: During daily snack time, families will send snacks for students on an individual basis. These snacks must meet the requirements of the district wellness policy. Pop will not be permitted.

LUNCH: Lunches brought to school must meet the requirements of the district wellness policy. Pop will not be permitted.

CLASSROOM CELEBRATIONS: (i.e. birthday and holiday parties) In order to protect our students with allergies and food intolerances, treats brought for celebrations must be commercially prepared food with an intact ingredient label or fresh, uncut fruit and vegetables. Items not meeting these requirements will not be used and will be returned home. No homemade treats will be accepted. (Note: Snacks are also available upon request to purchase from the school food service program. Non-food celebration items are great, too!)

To review the entire SCSD Wellness Policy please reference (Board policy 507.9).

Check out the list below for health snack ideas

- Cheese sticks
- Gogurt/Yogurt

- Yogurt Smoothie
- Granola Bars (not including those dipped in chocolate)
- Clementine/Orange
- Banana
- Goldfish crackers
- Cheez-its
- *All-Natural* Fruit Leathers (not including fruit by the foot or fruit snacks)
- Apple
- Carrots
- Pretzels
- Trail Mix
- Raisins
- Graham Crackers
- Peanut butter/cheese sandwich crackers
- Beef sticks
- Popcorn

For a more comprehensive list of ideas check out this Healthy School Snacks list.

Healthy Schools Snacks list URL:
https://cspinet.org/protecting-our-health/nutrition/healthy-school-snackshttps://cspinet.org/protecting-our-health/nutrition/healthy-school-snacks

Classroom Parties, Treats, and Birthdays

PARTIES/CELEBRATIONS: On occasion SIS will hold classroom parties to celebrate holidays or special events. At certain times of the year, SIS may hold building-wide celebrations. Classroom parties will be scheduled by the classroom teacher and approved by the building administrator. On occasion, teachers may ask parents to furnish treats for parties or celebrations in which case items must meet the wellness policy guidelines mentioned above.

BIRTHDAY TREATS: If your child wishes, he/she may bring birthday treats during the year. If treats are brought, a treat should be brought for every child in the homeroom. Please follow the required SCSD Wellness policy guidelines as defined in Board policy 5O7.9.

BIRTHDAY INVITATIONS: If your child wishes to pass out birthday party invitations at school, invitations must be sent to all students in your child's class. If a child does not have an invitation for each student in the class he/she will not be permitted to hand out his/her invitations.

Evaluation / Testing

Periodic evaluation and testing occurs on an ongoing basis in the elementary classroom. Tests may be given by classroom teachers in various subject areas throughout the year for individual student placement and/or evaluation.

The ISASPS will be given to students in grades 4 and 5 during the month of April. The main purpose of this Assessment program is to monitor the overall growth of a child in terms of strengths and weaknesses, and to provide input for the overall educational program at Solon Intermediate. We are also required to annually report our results to the State of Iowa Department of Education.

Homework

The SIS staff works toward developing strong work-study habits in our students. At home the establishment of a quiet time for reading and reviewing school work is beneficial. Reading is always an essential activity and one which is highly recommended. If parents need or want an academic task to do each night, reading is #1 on our suggestion list.

Special Services

At SIS, teachers make every effort to provide each child with a successful classroom experience. A teacher may make use of a wide range of classroom accommodations to individualize learning for your child. To coordinate efforts, adaptations will be shared with the child's parents throughout the year. Accommodations may range from reading a test to a child, providing a shortened assignment, giving longer time to complete a task, or developing a behavior plan.

A child who requires specific accommodations due to a disability, may have a special accommodation plan written, such as a 504 Plan or an Individualized Education Plan. Each of these plans are developed with teachers and parents then monitored throughout the year. If you have any questions as to whether your child would qualify or benefit from an accommodation plan, please contact your child's teacher.

Support services are available to assist teachers and families when concerns arise with students. These services include building staff (special education teacher, counselor, nurse, health secretary, etc.) and Grant Wood Area Education Agency staff (psychologist, social worker, consultant, speech-language pathologists, occupational and physical therapists, work experience coordinators, and others). Teachers and families may use input on an informal basis or request formal assistance in identifying strategies to address a concern, in carrying out these strategies, or in monitoring individual student progress. These services are available for students through a building determination process.

Other Referral Services

It is understood that family, school or personal circumstances occasionally warrant special help beyond what the school can provide. Students/parents with special or unique problems are encouraged to discuss these with the teachers, the school counselor, or the school administrator.

Agencies that work with the school on these challenges may offer assistance/help. Please call the building principal or school counselor for these resources.

Library

Library books are checked out for a two-week period and may be renewed for another two weeks. Fourth and Fifth graders may check out three books at a time. The library is open to all students from 8:00-2:55 on school days. Overdue notices are sent out periodically, and overdue books are to be returned to the library as soon as possible. Students with overdue books will not be allowed to check out additional books.

If a book is lost or damaged, a $15.00 replacement fee will be charged.

3rd-5th Grade Talented and Gifted Program (TAG)

TAG services in the intermediate grades use a Flexible Grouping Model to provide consistent academic challenge. Advanced learners are intentionally clustered with trained teachers. Services extend beyond grade-level expectations through depth, complexity, creativity, and transfer of learning.

Tiered Services:

- **Tier 1 (All Students)**: Whole-class instruction in classrooms with differentiated lessons, open-ended tasks, rich questioning, discussions, and higher-order thinking.
- **Tier 2 (Some Students)**: Flexible small-group and cross-class grouping, including advanced reading/math groups, inquiry groups, enrichment clusters, and project-based learning.
- **Tier 3 (Few Students)**: Individualized support through Personalized Education Plans (PEPs), curriculum compacting, independent investigations, and pull-out or push-in services.

Key Features of 3–5 Services:

- Curriculum compacting, workshop models, and equitable access with a focus on growth mindset and positive learner identity.

Field Trips

Field trips are planned in order to provide additional educational experiences for your children. Field trips are planned which have educational value relevant to material being studied in the classroom. Written permission is necessary for your child to go on a field trip. If it is not received, verbal permission will be sought, with the written permission to follow. On occasion when permission is not received, the child may have to remain in the building. You will always receive advance notice of up-coming field trips. Teachers may ask parents to assist in supervision on these trips.

Programs and Policy

It is the policy of the Solon Community School District not to discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age, or marital status in its educational programs, activities, or employment policies as required by *Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments, and the Federal Rehabilitation Act of 1973.*

Multicultural / Gender-Fair Programs and Policy

It is the policy of the Solon Community School District not to discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age, or marital status in its educational programs, activities, or employment policies, as required by *Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments, and the Federal Rehabilitation Act of 1973.*

It is also the policy of this district that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of sex, race, ethnicity, religion, and disability. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a multicultural, gender-fair society.

If you have questions or grievances related to this policy, please contact the district Equity Coordinator, Dr. Josh Lyons, 301 South Iowa Street, Solon, IA 52333, 319-624-3401, or send inquiries to the Director of the Region VII Office of Civil Rights, Department of Health, Education and Welfare, Kansas City, Missouri.

Human Growth and Development

The Solon Community School District has identified goals and objectives for students in grades K-12 in the area of human growth and development. The program is approved by the board and matches the developmental levels of young children and their needs, as they mature. At the beginning of a unit, teachers will inform parents of specific goals and make materials available for preview.

The Iowa statues also provide a provision for parents to withdraw their child from any portion of a unit, or the entire curriculum. In order to withdraw your child, you must contact the building principal and classroom teacher. During the time your child is excused, s/he will be given an appropriate alternative assignment, which will be supervised by district personnel. Please feel free to contact your child's teacher or the SIS principal if you have any questions.

Academic Freedom (Board Policy 603.9 Summary)

The Board believes students should have an opportunity to reach their own decisions and beliefs about conflicting points of view. Academic freedom is the opportunity of licensed employees and students to study, investigate, present, interpret, and discuss facts and ideas relevant to the subject matter of the classroom and appropriate to and in good taste with the maturity and intellectual and emotional capacities of the students.

Controversial Issues (Board Policy 603.9R1 Summary)

A "controversial issue" is a topic of significant academic inquiry about which substantial groups of citizens of this community, this state or this nation hold sincere, conflicting points of view.

It is the belief of the Board of Education that controversial issues should be fairly presented in a spirit of honest academic freedom so that students may recognize the validity of other points of view but

can also learn to formulate their own opinions based upon dispassionate, objective, unbiased study and discussion of the facts related to the controversy.

It shall be the responsibility of the instructor to present full and fair opportunity and means for students to study, consider and discuss all sides of controversial issues including, but not limited to, political philosophies.

The Board encourages full discussion of controversial issues in a spirit of academic freedom that shows students that they have the right to disagree with the opinions of others but that they also have the responsibility to base the disagreement on facts and to respect the right of others to hold conflicting opinions.

Religion-Based Exclusion From a School Program (Board Policy 604.5 Summary)

Parents who wish to have their child excluded from a school program because of religious beliefs must inform the superintendent. The Board authorizes the administration to allow the exclusion if it is not disruptive to the education program and it does not infringe on a compelling state or educational interest. Further, the exclusion must not interfere with other school district operations.

In notifying the superintendent, the parents shall abide by the following:

- The notice shall be in writing
- The objection shall be based on religious beliefs
- The objection shall state which activities or studies violate their religious beliefs
- The objection shall state why these activities or studies violate their religious beliefs
- The objection shall state a proposed alternate activity or study

The mission of the Solon Community School District is that each student will be highly engaged in mastering rigorous, relevant and meaningful content experienced through exceptional teaching and collaborative learning experiences.

Distribution of Materials Regulation

Individuals, including students, may have the right to distribute on school premises, at reasonable times and places, unofficial written material, petitions, buttons, badges or other insignia, except expression which:

A. Is obscene to minors
B. Is libelous
C. Contains indecent, vulgar, profane or lewd language
D. Advertises any product or service not permitted to minors by law
E. Constitutes insulting or fighting words, the very expression of which injures or harasses other people (e.g., threats of violence, defamation of character or of a person's race, religion, gender, disability, age or ethnic origin)
F. Presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

Distribution on school premises of material in categories (A) through (F) to any student is prohibited.

Anyone wishing to distribute unofficial written material must first submit for approval a copy of the material to the building principal at least twenty-four hours and in accordance with additional procedures outlined in (Board Policy 903.5R1).

Students, parents, employees and others doing business with or performing services for the Solon School District are hereby notified that this school district does not discriminate on the basis of race, color, age (except students), religion, national origin, sex, marital status, socioeconomic status, creed, sexual orientation, or disability in admission or access to, or treatment in, its hiring and employment practices. Any person having inquiries concerning the school district's compliance with the regulations implementing Title VI, Title VII, Title IX, the Americans with Disabilities Act (ADA), § 504 or *Iowa Code* § 280.3 is directed to contact:

Dr. Josh Lyons
Director of Teaching and Learning
301 South Iowa Street
Solon, Iowa 52333
319-624-3401(voice) 319-624-2518 (fax)
jlyons@solon.k12.ia.us

who has been designated by the school district to coordinate the school district's efforts to comply with the regulations implementing Title VI, Title VII, Title IX, the ADA, § 504 and *Iowa Code* § 280.3 (2007).