



**COMPLIANCE OFFICE**  
**JEFFERSON PARISH PUBLIC SCHOOL SYSTEM**  
 501 MANHATTAN BOULEVARD  
 HARVEY, LOUISIANA 70058-4495  
 (504) 349-7792  
[www.jpschools.org](http://www.jpschools.org)

**ISAAC G. JOSEPH**  
 SUPERINTENDENT

**GRETCHEN WILLIAMS**  
 EXECUTIVE DIRECTOR  
 COMPLIANCE OFFICE

## 2017-2018 MAGNET SCHOOL/PROGRAM APPLICATION PROCESS GUIDELINES AND FREQUENTLY ASKED QUESTIONS ("FAQ")

**NOTE: Students transitioning from elementary to middle school and from middle to high school MUST complete a new Magnet School Program Application and Transfer Request form.**

Name of School	Address	Phone Number
<b>MONTESSORI</b>		
Judge Lionel Collins Montessori (K-5 <sup>th</sup> - WB)	500 Pine St. Marrero	(504) 347-0254
Washington Montessori (K-5 <sup>th</sup> - EB)	606 Clay St. Kenner	(504) 464-9111
<b>ARTS INTEGRATION</b>		
Lincoln (K-8 <sup>th</sup> - WB)	2115 1429 Ames Blvd. Marrero	(504) 340-8489
Clancy/Maggiore (K-5 <sup>th</sup> - EB)	2100 Maine St. Kenner	(504) 469-3664
<b>INTERNATIONAL BACCALAUREATE</b>		
Shirley Johnson-Gretna Park Elementary (K-5 WB)**	1130 Gretna Blvd. Gretna	(504) 366-1660
Harahan Elementary (K-5 <sup>th</sup> EB)**	6723 Jefferson Hwy. Jefferson	(504) 737-3918
Marrero Middle (6 <sup>th</sup> -8 <sup>th</sup> - WB)*	4100 7 <sup>th</sup> Street, Marrero	(504) 341-5842
Riverdale Middle (6 <sup>th</sup> -8 <sup>th</sup> - EB)	3900 Jefferson Hwy. Jefferson	(504) 828-2706
John Ehret (9 <sup>th</sup> -11 <sup>th</sup> - WB)	4300 Patriot St. Marrero	(504) 340-7651
Riverdale High (9 <sup>th</sup> -11 <sup>th</sup> - EB)	240 Riverdale Dr. Jefferson	(504) 833-7288
<b>IMMERSION PROGRAMS</b>		
Boudreaux (Spanish K-5 <sup>th</sup> - WB)	950 Behrman Hwy. Terrytown	(504) 393-8732
J. C. Ellis (French K-8 <sup>th</sup> - EB; Spanish K-8 <sup>th</sup> - EB)	801 Brockenbraugh Ct. Metairie	(504) 833-7254
Frederick Douglass (French K-2 <sup>nd</sup> - WB)	1400 Huey P. Long Ave. Gretna	(504) 374-6010

\*The school is currently in Pre-IB status, i.e. the school is in the process of gaining IB Certification.

\*\* The school is currently in IB Candidate status.

### 1. WHERE CAN I GET AN APPLICATION/TRANSFER REQUEST FORM?

Beginning February 20, 2017, parents can obtain the Magnet School/Program Application and Transfer Form from the following locations: JPPSS website, [jpschools.org](http://jpschools.org), each magnet school's website, The Emenes Building, 822 S. Clearview Parkway, Harahan, 70123, the Compliance Office, 501 Manhattan Blvd., Suite 1100, Harvey, (504) 349-7792 from 8:00-4:00, or at the magnet school site from 9:00-2:00.

Parents must hand deliver completed forms to the Compliance Office, 501 Manhattan Blvd., Suite 1100, Harvey, between February 20, 2017 and April 7, 2017.

### 2. IS THERE ANY OTHER FORM OR DOCUMENTATION IN ADDITION TO THE APPLICATION THAT MUST BE SUBMITTED?

Yes.

- Proof of residency in Jefferson Parish
- Birth certificate
- If applying for grades 2 – 11, the final report card from the year prior to application

### 3. IF MY CHILD IS CURRENTLY ENROLLED IN A MAGNET SCHOOL/MAGNET PROGRAM, DOES S/HE NEED TO REAPPLY FOR THE SAME MAGNET SCHOOL/MAGNET PROGRAM EACH YEAR?

- No, once a student is accepted into a Magnet School/Magnet Program and remains in good standing in that program s/he need not reapply while remaining in that school's program.

- **IN ORDER TO REMAIN** in a Magnet Program (grades 2-11), the student must maintain an unweighted final 2.0 GPA in all coursework attempted except PE and health each school year. See FAQ #4 for additional requirements to remain in IB for grades 6-12.
- **HOWEVER**, new applications and transfer requests must be submitted as students transition from elementary to middle school Magnet Programs and again from middle school to high school Magnet Programs.

#### 4. ARE THERE ANY ADMISSIONS REQUIREMENTS FOR APPLICANTS?

- **To be eligible for a Magnet Transfer into an IB Program (grades 2-11):**
  - a. Student must be a current resident of Jefferson Parish. Proof of residency and birth certificate must be submitted with the application and transfer request form.
  - b. Students must have a minimum cumulative GPA of 2.0 in core subjects (Language Arts, math, science, social studies) as evidenced by the final report card submitted from the year prior to application.
- **To remain in an IB program for the following year (grades 2-11), a student must:**
  - a. Maintain a final unweighted final 2.0 GPA in all coursework attempted except PE and health.
  - b. For middle and high school programs, a student must enroll in and successfully complete at least two honors, AP, or IB courses per semester.
- **To be eligible for a Magnet Transfer to the French or Spanish Immersion program for grades K-8:**
  - a. Student must be a current resident of Jefferson Parish. Proof of residency and birth certificate must be submitted with the application and transfer request form.
  - b. Parent(s) of students entering grades 2-8 must show documentation that their child has previously been enrolled in a French or Spanish Immersion program or pass a grade level appropriate proficiency test in the target language with a minimum score of 85%.
  - c. Students entering grades 2-8 must have at least a 2.0 GPA in core subjects (Language Arts, math, science, social studies) as evidenced by the final report card submitted from the year prior to application.
- **To be eligible for a Magnet Transfer to Collins Montessori or Washington Montessori for grades K-5:**
  - a. Student must be a current resident of Jefferson Parish. Proof of residency and birth certificate must be submitted with the application and transfer request form.
  - b. Parent(s) of students entering grades 2-5 must show documentation that their child has previously been successfully enrolled in a Montessori program.
  - c. Students entering grades 2-5 must have at least a 2.0 GPA in core subjects (Language Arts, math, science, social studies) as evidenced by the final report card submitted from the year prior to application.
- **To be eligible for a Magnet Transfer to the Arts Integration Program for grades K-8:**
  - a. Student must be a current resident of Jefferson Parish. Proof of residency and birth certificate must be submitted with the application and transfer request form.
  - b. Students entering grades 2-8 must have at least a 2.0 GPA in core subjects (Language Arts, math, science, social studies) as evidenced by the final report card submitted from the year prior to application.

#### 5. WILL TRANSPORTATION BE PROVIDED?

- JPPSS shall provide transportation for magnet school students to the magnet school in their attendance zone.
- Transportation hubs, instead of traditional bus stops, have been created to maximize the efficiency of the route, student time on the bus, and the school's bell times since the student's magnet attendance district is larger than a traditional school attendance zone.

#### 6. WHEN WILL DECISION NOTIFICATIONS BE SENT?

Decision notifications will be sent from the Compliance Office no later than May 19, 2017.

#### 7. IF ACCEPTED, HOW DO I REGISTER MY CHILD FOR A MAGNET SCHOOL?

Acceptance is determined based upon (a) having met the criteria outlined in this document, and (b) capacity at the requested school. If your child is accepted into a magnet school, you will receive an Acceptance Letter from the Compliance Office which will include the date, time and location of registration. Failure to attend the registration process at the school site may result in your child losing his/her place at the school.

#### 8. ARE APPLICATIONS ACCEPTED FOR STUDENTS ENTERING THEIR SENIOR YEAR?

Applications are **not** accepted for students who will be entering their senior year. It is protocol that a student be enrolled in our magnet high schools for at least two years (four semesters) before receiving a diploma from one of our magnet high schools.

#### 9. WHERE CAN I DIRECT ADDITIONAL QUESTIONS OR CONCERNS?

Questions regarding the Magnet School application process may be directed to the Compliance Office at (504) 365-5312.



**MAGNET SCHOOL/MAGNET PROGRAM  
2017-2018 APPLICATION & TRANSFER REQUEST FORM**  
Deadline to Submit Request: April 7, 2017

Name of Student \_\_\_\_\_ Grade Entering \_\_\_\_\_  
First Middle Last

Parent/Legal Guardian \_\_\_\_\_ Phone \_\_\_\_\_  
Home Cell

Address \_\_\_\_\_  
Number & Street Apt. Number City Zip

Date of Birth \_\_\_\_\_ Present Age \_\_\_\_\_ Present School \_\_\_\_\_

Name of School in Current JPPSS Attendance Zone \_\_\_\_\_

**Please indicate your first choice with a number 1, second choice with a number 2, and third choice with a number 3. →**

Parents **MUST** hand deliver completed forms  
**February 20, 2017–April 7, 2017** to the Compliance Office,  
 501 Manhattan Blvd., Ste. 1100 • Harvey, LA • (504) 365-5312

I understand that in the event this transfer request is approved, my child's LHSAA eligibility may be affected. For further information, please contact the Athletics, Health & Physical Education Department at (504) 349-8645.

I hereby certify that all information contained in this application is complete and correct to the best of my knowledge. I understand that material misrepresentations or omissions may result in denial of the application.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_  
 You will be notified of the status of your transfer request via fax, phone, email and/or U.S. Mail.

Please provide your email address: \_\_\_\_\_

NOTE: Students with an approved Inter-District Transfer form may remain at their current school until the terminal, or last grade of the school, but must submit an Inter-District Transfer Form and the Transfer Permission form on a yearly basis.

**Criteria for Magnet School/Magnet Program Transfers**

- Transfers for students in grades kindergarten through seven shall be made at least 30 days prior to the commencement of a school year or, where permitted by a particular magnet program with sufficient grade level capacity to accept a transferring magnet student, at least 30 days prior to the beginning of the second semester of a school year. Students in grades 8–10 seeking enrollment in a magnet school shall submit the appropriate transfer form at least 30 days prior to the commencement of a school year. Students entering into the school system for the first time may seek enrollment in a magnet school upon entering into the School System from another school district or from a private or home school situated within the Parish of Jefferson where such in-term enrollment is permitted by a magnet program and neither grade level nor school overcrowding will result.

IBO Schools	
<input type="checkbox"/>	**Johnson Gretna Park (WB K-5)
<input type="checkbox"/>	**Harahan Elementary (EB K-5)
<input type="checkbox"/>	*Marrero Middle (WB 6-8)
<input type="checkbox"/>	Riverdale Middle (EB 6-8)
<input type="checkbox"/>	Ehret High (WB 9-11)
<input type="checkbox"/>	Riverdale High (EB 9-11)
Arts Integration	
<input type="checkbox"/>	Clancy (EB K-5)
<input type="checkbox"/>	Lincoln (WB K-8)
Montessori	
<input type="checkbox"/>	Collins (WB K-5)
<input type="checkbox"/>	Washington (EB K-5)
Immersion	
<input type="checkbox"/>	Boudreaux (WB Spanish - K-5)
<input type="checkbox"/>	Ellis (EB French - K-8)
<input type="checkbox"/>	Ellis (EB Spanish - K-8)
<input type="checkbox"/>	Douglass (WB French - K-2)

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Approved: \_\_\_\_\_ Denied Criteria \_\_\_\_\_ Approved: \_\_\_\_\_ Denied Criteria \_\_\_\_\_  
 Denied Capacity \_\_\_\_\_ Denied Capacity \_\_\_\_\_

\_\_\_\_\_  
 Compliance Officer Date Principal Date