



RIVERSTONE
INTERNATIONAL SCHOOL

Elementary School Family Handbook 2023 - 2024



Primary Years
Programme

Riverstone International School

Elementary School Family Handbook

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Our Mission & Expectations

The mission of Riverstone International School is to inspire courageous journeys of academic and personal exploration that enable our students to lead purposeful lives.

As a school, we have made a commitment to offering our students an educational experience that provides outstanding academic preparation plus additional experiences that shape students' understanding of themselves and the world. These experiences center around our Five Pillars of Academic Excellence, Community and Service, Leadership by Example, International Understanding, and Outdoor Education. We also are committed to creating an environment of respect and trust between students, teachers, administrative staff, and parents.

A student's time at Riverstone should be a period of individual growth. It is our goal that each student graduates prepared for the opportunities ahead of them. Our staff ensures that students are given the tools that are necessary to lead a purposeful and rewarding life; we ask that students use those tools to the best of their abilities. Students should view teachers as role models and mentors and see them as guides on their journey. We encourage students to take responsibility for their actions, both inside and outside of the classroom, which means that students learn to advocate for themselves and their education; a skill that more than any other leads to success in college and life.

While Riverstone has grown into an international school with a globally focused curriculum and expanding international population, we also remain firmly rooted in our community. Individuals bring amazing talents, commitment and life experiences to our community but the power to radically change lives comes as a result of the collective spirit from our staff, students, Board of Trustees, and parents. As school partners, parents serve as room parents, assist in the classrooms, tutor students, chaperone field trips, help with campus beautification, mentor students, assist from the home, coach athletic teams, lead outdoor trips, and more. We truly appreciate your involvement and support.

The following information is meant to act as a guideline and not supersede Riverstone International School policies. Thank you for being part of the Riverstone community. Individuals who choose to work or enroll their children at our school understand that our

success depends on all of us working together to make our school the best community it can be.

Our Guiding Principles

Riverstone students are expected to participate in all aspects of school life. While inside and outside of school, students are expected to adhere to our Guiding Principles that are based on the IB Learner Profile:

- I will seek understanding
- I will respect myself and others
- I will take action to help my community

These three principles will help students to develop into and demonstrate the characteristics of the IB learner profile:

- An Inquirer
- Knowledgeable
- A Thinker
- A Communicator
- Principled
- Open-Minded
- Caring
- A Risk Taker
- Balanced
- Reflective

Important Links

To explore Riverstone's programs: School website: www.riverstoneschool.org

- To apply or manage your application documents:
 - Finalsite (admissions and re-enrollment):
<http://riverstoneschool.schooladminonline.com>
- Classroom Updates, Before/After Care signups, Lunch Program sign up links, and School Communication Platform:
 - ParentSquare: <https://www.parentsquare.com/signin>
- Attendance and progress reports platform:
 - ManageBac: <http://riverstone.managebac.com>

To order hot lunch for the school year: [My Hot Lunch Box](#) (Preschool - Grade 5) or [Life's Kitchen](#) (Grades 3 - 5)

Contact Us

Riverstone International School
5521 Warm Springs Ave Boise, ID 83716

School Phone: (208) 424-5000

Fax: (208) 424-0033

Our School Day

Preschool – Kindergarten	8:30 AM–3:15 PM (M, T, Th, F) pick up from classroom 8:30 AM–2:15 PM (W) pick up from classroom
Grades 1 – 5	8:30 AM–3:15 PM (M, T, Th, F) pick up out back 8:30 AM–2:15PM (W) pick up out back <i>Students should not arrive at school before 8:15 AM, as teachers need this time to prepare. Elementary students who would like Before School Care may arrive any time between 7:30 AM to 8:15 AM. Sign up on Sawyer *Fee required.</i>
School Bus Schedule	The bus arrives on campus at 8:10 AM and departs at 3:45 PM. On Wednesdays, the bus departs at 2:45 PM. inquire about bus service, please contact admissions@riverstoneschool.org .

Class Schedules

Elementary School class schedules for Preschool–Grade 5 vary based on the times their students attend class with specialists for art, music, physical education, and language. Teachers post their schedules daily in the classroom and share them with parents through ParentSquare and at Back to School Night.

Early Release Wednesdays

Each Wednesday, school will release at 2:15 PM for faculty professional development. We appreciate your understanding of giving faculty weekly opportunities to collaborate and work on curriculum.

Before-School and After-School Care

Elementary School (Preschool–Grade 5)

- The Elementary School Before- and After-School Care program is a service provided to Elementary School parents, faculty, and staff to help accommodate work schedules. Licensed childcare workers supervise all children as the safety of the children is paramount. Only children enrolled for the service are permitted to be in the childcare classroom. Please note that enrollment agreements must be signed prior to a student utilizing Before- or After-School Care. (Play dates are not considered a part of this service, and play dates must take place somewhere other than the school property and not under the supervision of Riverstone’s after-school childcare personnel.)
- The Elementary School Before-School Care is available Monday through Friday from 7:30 AM–8:15 AM at a cost of \$6.00 per session. After-School Care is available Monday, Tuesdays, Thursdays and Fridays from 3:15 PM –6:00 PM, and on Wednesdays from 2:15 PM –6:00 PM at a cost of \$20 per session.
- Elementary School students who are not picked up by 3:30 PM (or 2:30 PM on Wednesdays) will be automatically taken to the After-Care program and billed for their child’s attendance at the drop-in rate.
- All sessions must be reserved the month prior through [Sawyer](#), the link is available in ParentSquare.
- For questions about the program, please contact Kari Boazman at kboazman@riverstoneschool.org or Alison Cathey at acathey@riverstoneschool.org.

For increased safety of our staff and students:

- All school doors will remain locked once the school day begins. Families will be greeted at the front door from 8:15 AM - 8:30 AM. If you arrive outside of this timeframe, please use the doorbell to the right of the Elementary School door to be granted access and check in at the front desk.
- Students in After-School Care can be picked up from the external doors of the After Care classroom, around the side of the building.

After-School Activities

Students may take part in regularly scheduled After-School Activities. Information will be provided to parents through ParentSquare. Registration is available through ParentSquare sign ups. Clubs in the past have included: drama, art, dance, martial arts, science, soccer, chess, yoga, basketball, running, and tennis. There is a nominal fee for these activities.

Attendance

Regular, punctual attendance is important to ensure that children make the best progress in school. Riverstone offers an educational program that sets high standards for student academic performance. The program requires that students be committed and participatory members of the school community to derive the most positive benefits.

Attendance is critical to student success; therefore, students are expected to be in school from 8:30 AM until 3:15 PM, Mondays, Tuesdays, Thursdays and Fridays and 8:30 AM until 2:15pm on Wednesdays,, attending all classes and programs. Please try to make dentist and medical appointments outside of school hours.

- **For absences:** parents must notify the school if a student will be absent.
- For late arrivals, early departures, or midday appointments: Parents must sign students in and out on the laptop at the Elementary School front desk.

Tardies

All students should arrive at all classes punctually and with all of the necessary equipment to avoid missing any vital work and disrupting the class.

Illness

For the protection of your child's classmates, our staff, and our community, if any of the following signs or symptoms is present, please keep your child at home for at least 24 hours after the last sign of symptoms.. These guidelines apply to students in our day and boarding programs.

- Fever of 100.4° or above
- Loss of taste or smell
- New or unusual headache
- Diarrhea
- Vomiting or Nausea
- Sore throat
- Cough
- Earache
- Unexplained rash

Any individual who presents with any of the above symptoms must stay at home until symptoms improve and fever subsides for 24 hours, without use of medication. Other Updated symptoms that may be concurrently present in the case of a COVID-19 infection, and should be monitored, are: fatigue, congestion or runny nose, chills, shortness of breath, and/or muscle aches.

When a student has a communicable disease, it must be reported to the Division Director at once (Elementary School: Kari Boazman at kboazman@riverstoneschool.org; Middle School: Damon Brown at dbrown@riverstoneschool.org; High School: Stacey Walker at swalker@riverstoneschool.org). Communicable diseases include COVID-19, Influenza, Chicken Pox, Head Lice, Impetigo, Mononucleosis, Pink Eye/Conjunctivitis, Ringworm, Scabies, Scarlet Fever, Strep Throat or Fifth Disease.

If a child becomes ill at school, or has any of the above symptoms, parents will be called to pick up their child. Please ensure that your cell phone number and work phone number are up to date in [Finalsite](#). To make any updates, please email [Admissions](#).

Peanut and Other Food Allergies

Riverstone takes the safety of students very seriously. If your student has an allergy, it is critical that the school is notified in [Finalsite](#) during enrollment and/or re-enrollment.

Parents should also contact the appropriate Division Director regarding medications for allergies (see information below regarding medicine administration).

For Elementary School class parties or celebrations, parents who have children with allergies or special dietary considerations are asked to provide the classroom teacher with a selection of appropriate treats in a Ziploc bag with their child's name. These treats will be served as a safe alternative during classroom parties or celebrations.

Riverstone cannot guarantee that the campus is peanut-, gluten-, or any other allergen-free.

Medicine Administration

Riverstone staff may only administer medicines with written, explicit instructions and medicine provided in the original container. To grant Riverstone permission to administer medication for your child, please complete and sign this [Permission Form](#) and email it to the appropriate Division Director. Medications are stored under lock and key.

Hot Lunch

Riverstone offers an optional lunch program through My Hot Lunchbox (Preschool - Grade 5) or Life's Kitchen (Grades 3- 5). Students may sign up in advance to receive a prepared lunch. This program is reviewed yearly and information will be shared at the start of the school year through newsletters and ParentSquare.

You can sign up for your own account and begin ordering meals for your child by following the steps below.

1. Go to ordernow.myhotlunchbox.com
2. Click "Sign Up"
3. Click "Order Now" under "Customer"
4. Follow all prompts to create your account and your student(s) profile

Closed Campus

Riverstone, Elementary School, is a closed campus during the school day. Students from Preschool through Grade 5 may not leave campus at any time without parental and school consent. Parents must sign students in and out at the Elementary Front Desk.

School Playground

While we can see the importance for children and parents to socialize before and after school on the playground, it is of the utmost importance that parents are vigilant and accompany their child in this area of the school during these times. Supervision of children after school is the responsibility of the parents unless the child is enrolled in After School Care or an After School Activity.

Weapons

Firearms, knives, and other deadly weapons of all types are strictly prohibited on school property (campus, residence hall, etc) and at all times that students are under the school's supervision, unless carried by a law enforcement officer while acting in an official capacity.

Inappropriate and Illegal Substances

Riverstone International School is a tobacco-free, e-cigarette, and drug-free organization. These substances may not be used at any time that students are under the school's supervision.

Cell Phones and Smart Watches

The use of cell phones or smart watches is prohibited during school hours. Parents should contact an administrative staff member if a student needs to be contacted during class times by calling 208-424-5000. **Please do not text or call your child when they are in class.**

No Animals on Campus

Students, staff, and families may not allow their personal pets on the school grounds during school hours, including during pick up and drop off times. All pets must remain in vehicles. Special exceptions may be made ahead of time by contacting the Division Director.

Lost and Found Items

Lost items of clothing are collected and placed on the Lost and Found storage rack in the Ponderosa Hallway of the Elementary School or the gym foyer. If items are not claimed before school vacations, they are donated to charity. We encourage you to label items with your child's name in order to help us return them to their owners.

School Cancellation

Winter weather

- Riverstone follows the Boise School District in deciding to cancel school due to severe inclement or winter weather.
- Riverstone will be closed if the Boise School District closes districtwide.
- In cases where only certain schools in the Boise School District are closed, Riverstone's administration will decide whether to cancel school on a case-by-case basis. An all-school message will be sent to parents, generally by 6:30 AM.
- Parents may check the [school calendar](#) for school closure announcements.
- Should road conditions require it, parents may choose to delay their arrival time given road conditions. Please call the school at 208-424-5000 if you anticipate being significantly delayed.

General cancellations

The school follows the above notification procedure (email, text, school calendar) in other situations in which school is unexpectedly closed.

Transportation

Bus Service

Riverstone International School provides an optional, fee-based bus service. Routes are determined yearly based on interest, need, and school resources. Students who ride the bus are expected to follow all rules and regulations that apply to on-campus activities.

Morning Drop-Off & Afternoon Pick-Up

We strive to implement an efficient process that creates as little congestion as possible while safeguarding the health of those in and outside of the school buildings. Students in Preschool and Pre-Kindergarten must be signed in and out each day with their classroom teacher. Students in Kindergarten through Grade 5 may be dropped off in front of the Elementary School or escorted to their classrooms.

At afternoon pick-up, we have a “drive-through system,” on the service road behind the Elementary School.

- Preschool, Pre-K, and Kindergarten parents park, walk to their child’s external classroom door, and sign their children out (for Preschool and Pre-K), then escort them to their cars. Pick-up is at 3:15 PM except Wednesdays (2:15 PM).
- Grade 1, 2, 3, 4, and 5 parents drive around the service road to collect their children. Students will be grouped by classroom, but please pull all the way forward so that we can load as many students as possible at once to expedite the process in a safe manner. Pick-up is at 3:15 PM except Wednesdays (2:15 PM).
 - Students in Grades 1 - 5 with younger siblings will walk to meet parents at their youngest sibling’s external classroom door.
- Any student who is not collected by 3:30 PM (and 2:30 PM on Wednesdays) will be brought to After Care and billed accordingly.
- Drive slowly, no faster than 5 mph
- Do not use a cell phone while driving on campus
- Show up at the correct time

- If you have multiple children across grade levels, you may drop off students at the earliest time available and pick up at the latest time available.

Parent Drivers on Trips

Parents may not transport students in their own vehicles without the approval of the Head of School. Any incidents or claims must be reported to the appropriate Division Director immediately.

School Communication

How We Keep You Informed

The school utilizes multiple methods of communication between the school and parents, predominantly digital. As a result, it is critical that parents provide up to date email addresses to the school. Please ensure that your information is up-to-date in [School Admin](#), or email [Admissions](#) to verify that your information is correct.

Biweekly School Newsletter

Our biweekly newsletter is our primary all-school notification vehicle that includes notices for upcoming events, student activities and accomplishments, and deadlines and downloadable forms. Newsletters go out electronically every other week on Thursdays at 7:00 PM Mountain Time, except for school holidays and breaks. Parents are subscribed to receive e-newsletters. If you do not see them in your inbox, please email Kiley Lee at klee@riverstoneschool.org. Additional newsletters from the Parents' Association, Athletics Department, and Development will be sent throughout the school year via ParentSquare. We encourage parents to read the newsletter, and to copy important school events to personal calendars to stay up to date on activities, programs, and opportunities.

Email for Faculty/Staff/Student/Parent Communications

Staff members communicate with parents primarily through [ParentSquare](#). The school establishes accounts for parents. Parents will receive an email invitation to create their own login after the account is established.

- All Riverstone teachers use ParentSquare to notify parents of future events or needs.
- Emails to and from teachers must utilize their school email addresses, not personal addresses. Email addresses for staff members can be found on the school website.
- Students are assigned Riverstone email addresses.

Text Messages for Time-Sensitive Communications

Typically, information such as school cancellations, bus service delays, and timeframes for students returning from outdoor activities will be sent via text from ParentSquare.

Academic Communications including Assignments and Report Cards

ManageBac is used to track academic progress. Parents have access to their child(ren)'s ManageBac accounts.

- Semester progress reports are posted on ManageBac.
 - Fall semester progress reports are released in late December.
 - Spring semester progress reports are sent in late May.

(Re-)Enrollment and Contact Information Updates

The school uses [Finalsite](#), an online software tool, to manage inquiries, applications, enrollment contracts, contact information, and required school forms and immunization records. Parents create and maintain their own logins to this system. For questions, please contact [Admissions](#).

School Website

Riverstone's website is a source of information for the Riverstone community as well as prospective families; however, for the most up-to-date information pertaining to current families, please make sure to read the school's biweekly newsletter, sent every other Thursday evening during the school year. Sign up for the biweekly newsletter [here](#). If you have questions, please contact [Kiley Lee](#).

Social Media

Riverstone International School utilizes social media to celebrate our school community, including Facebook, YouTube, and Instagram.

- Please see our policy regarding identifying students below.
- Parents are welcome to share school social media posts onto their private channels but should not post photos from school activities that include

children other than their own on social media pages without explicit permission from the other children's parents.

- Teachers may not "friend" or "follow" students on any social media channel while those students are enrolled at Riverstone and are under age 18.

Elementary School ParentSquare Posts

Elementary School teachers post updates, classroom news, and curriculum information to their ParentSquare pages.

Public Identification of Students in Photographs

Student safety and privacy is our primary concern. In all communications (newsletter, social media, emails, etc.), students are referred to using a first name and last initial unless previously published in another public source (newspaper, television, press release, etc.) and approved by the parent(s) of the student.

How to Handle Concerns

With specific issues about their children, parents should contact school staff members in the following manner:

Parent with Classroom Concerns

- Parents with a specific concern about a classroom-related issue with their child should discuss the concern directly with the classroom teacher first.
- If an issue remains unresolved, parents are encouraged to reach out to the Division Director. If the issue remains unresolved still, the Director and Head of School should meet with the parent.

Parent with General School Concerns

If a parent has an issue that is not instruction or classroom management related, they should communicate with the Division Director.

- If the issue remains unresolved, the staff member, Director, and Head of School should meet with the parent.

If a Parent has a Concern about a Staff Member

- They should discuss the issue with the staff member first, whenever possible.
- If the issue remains unresolved, both the staff member and Division Director should jointly meet with the parent.
- If the issue remains unresolved still, the staff member, Division Director, and Head of School should meet with the parent.

Rumors

- The passing of inaccurate information about Riverstone or individuals within the school community can result in personal and professional damage.
- If one hears rumors from an unofficial source, it is extremely important that they report this to a Division Director immediately.
- It is the responsibility of each member of the Riverstone International School community to ensure that information is accurate and clearly communicated.

Parents and the Board of Trustees

Riverstone International School is governed by a Board of Trustees, which operates according to the policies and rules of governance established in the school's By-Laws and Articles of Incorporation. The Board of Trustees follows [best practices](#) for governance as defined by the National Association of Independent Schools. The Board of Trustees sets policy for the school, hires and supports the Head of School, holds fiduciary responsibility for the long-term viability of the school, and helps plan strategically for the school's success. Parents wishing to assist the Board through participation on board committees should contact the Head of School.

The Board of Trustees of Riverstone International School is not an appellate Board and will not become involved in issues where the Head has made a final decision.

Student Life Information

Attire

As an International Baccalaureate World School, Riverstone places a high level of importance on international understanding and cultural sensitivity.

- Students and staff should dress in a respectful manner that would not be considered offensive to other members of the community.
- Parents will be notified and asked for assistance if their student's clothing is deemed inappropriate for the school environment.

School Counseling

Riverstone provides a school counselor, available to all students, to help with any issues that may arise. The school counselor works with teachers to embed social-emotional concepts into the curriculum. Students or parents may schedule an appointment by contacting the [School Counselor](#). Our school counselor is for short term or individual sessions and not for on-going counseling needs.

Field Trips

Field trips take place throughout the year to reinforce curricular goals and to provide hands-on and experiential learning opportunities for students. The cost of most field trips is covered in our annual tuition and fees; for others, a payment may be requested to cover a ticket or entrance fee. Field trips will be listed on the school calendar and teachers will send out information about each field trip ahead of time. Some field trips will require an additional release form or permission slip.

Student Birthdays

We enjoy celebrating our students on their birthdays. Please keep the following guidelines in mind:

- On a child's birthday, parents are encouraged to bring fruit, vegetables, muffins, or a healthy snack to school to share with classmates and teachers. Parents should consider a non-food treat as an alternative. (*See more information in the following section on Healthy Food/Snacks or Non-Food Treats.*)
- Any birthday treat sent to school must be **individually packaged, portioned, or separated**. Please do not send an entire cake that needs to be cut and passed out. Muffins or cupcakes are much easier to distribute.
- A child's teacher should be notified of any planned refreshments well in advance.
- Please do not send party favors.
- Invitations and thank you notes should be mailed and should not be distributed at the school. This policy exists so that children will not be made to feel excluded.

Healthy Snacks or Non-Food Treats

Parents planning parties or bringing in treats for special events need to check with the classroom teacher to see if there are allergies to consider and to inform the teacher in advance of bringing in treats.

- We encourage parents to provide foods that are healthy and nutritious. Alternatively, consider providing non-food treats such as pencils, erasers, or mini-note pads.
- Ideas for healthy food options include fruit, vegetables and dip, whole grain crackers, cheese, or yogurt. Water, milk, and 100% fruit juices are healthy beverage options.

For Elementary School class parties or celebrations, parents who have children with allergies or special dietary considerations are asked to provide a selection of appropriate alternative treats labeled with their child's name. These treats will be served as a safe alternative during classroom parties or celebrations.

Please note that these are recommendations and we rely on parents to make the final judgment for their own child.

Visiting Riverstone

With the exception of applicants visiting for their student visit day, all visitors to the school, including parents, guest speakers, alumni, and community members, must check-in and obtain a visitors badge at the Elementary School front desk. Badges should be returned when visitors check out at the end of the visit.

Our Five Pillars

Engagement Across the Five Pillars

What makes Riverstone special is that we engage our students across our Five Pillars of Academic Excellence, Community & Service, Leadership by Example, International Understanding, and Outdoor Education. These are important opportunities for personal growth and students are encouraged to find their passions and connect to their community. The staff at Riverstone should be used as a resource to enable students to pursue their interests beyond Riverstone's classrooms.

Academic Excellence

What does Academic Excellence mean?

At Riverstone International School, every student arrives with his or her individual knowledge, strengths, and needs, and will be challenged and supported accordingly.

By creating a shared expectation between students and school to strive for personal growth and academic excellence, students develop into independent thinkers whose curiosity, creativity, and commitment enable life-long success.

Curriculum

As an International Baccalaureate World School, the school follows the philosophies set forth by the International Baccalaureate Primary Years Programme (PYP), Middle Years Programme (MYP), and the Diploma Programme (DP). Curriculum review is an ongoing process and is integral to the school's commitment to provide the highest quality and most relevant education possible.

Riverstone is Idaho's first International Baccalaureate (IB) World School, as well as the state's top-performing IB World School. We are reviewed by the IB on a regular basis to ensure we meet the requirements of being an IB World School. This process of re-authorization includes a year-long preparatory and reflection period and an on-site visit.

The Elementary School at Riverstone International School, Preschool through Grade 5, encompasses a time of significant growth for students. Intellectually, socially, creatively, emotionally, and physically, children acquire skills and knowledge that will contribute greatly to the quality of their lives, throughout their life. For a student of this age, the most valuable skills and knowledge are not composed of isolated facts and repetitive drills but come from the child's ability to make meaning of the work by integrating it with their existing knowledge and experience. Therefore, our program in the Elementary School is based on active learning, learning by doing, learning by challenging oneself, and stretching in ways that promote growth in all developmental aspects.

The International Baccalaureate Primary Years Programme (PYP) is a curriculum framework that has been designed specifically for international schools and prepares the students for both the IB Middle Years and Diploma Programmes. Through the PYP, Riverstone aims to foster ten key attributes and dispositions in our students. These traits comprise the learner profile of PYP students. Our students are Inquirers, Communicators, Knowledgeable, Caring, Balanced, Thinkers, Risk-takers, Principled, Open-Minded, and Reflective. The Primary Years Programme offers a curriculum that is both locally and internationally oriented, inquiry-based, integrated, and individualized.

Educating the whole child is central to the Primary Years Programme. Elementary School classes are small, with homeroom instruction in math, literacy, social studies, and science across the PYP Units of Inquiry. The broad educational experience includes classes taught by specialist teachers in music, visual arts, physical education, library, Spanish, and

Mandarin. Spanish instruction begins in Preschool and Mandarin instruction begins in Grade 2. Many opportunities exist for various curricular areas to be integrated, thus deepening student understanding. The PYP promotes a positive attitude and good character. We emphasize traits such as respect, tolerance, integrity, and confidence, and encourage students to reflect, choose wisely, and act responsibly with other children and their teachers, as well as in the wider community. In addition, parents are an essential part of our community and an integral part of the daily activities at school. Field trips, along with fall, winter, and spring outdoor education programs enhance the academic program of the Elementary School.

Some subject matters transcend all grades and all disciplines. Approaches to Learning skills are taught at all levels and across all areas. Teaching children to actively listen, to organize their work, and to manage their time for long term assignments are three crucial building blocks to learning that are reinforced throughout the day, subject to subject.

At Riverstone, we are committed to helping our students develop empathy for others. In the Elementary School that translates to building a sense of community among the students and introducing experiential service-learning projects connected to the curriculum in developmentally appropriate ways.

The PYP encourages students to become independent learners, and Riverstone encourages them to make connections between life in school, life at home, and life in the world. By helping students to see that learning is connected to life, a strong foundation for future learning is established, encouraging lifelong learning.

The Elementary School encourages students to:

- Develop an appreciation and love for learning
- Develop a strong set of problem-solving strategies
- Think critically
- Develop knowledge and skills to apply to new situations or tasks
- Continue to question throughout their lives
- Develop international mindedness
- Take action as a result of the learning process

Students will:

- Learn through inquiry
- Build on prior knowledge
- Work individually and collaboratively in groups
- Be listened to
- Be curious, be inquisitive, ask questions, explore and interact with the environment physically, socially and intellectually
- Be supported in their journey to become independent, autonomous learners
- Learn through differentiated experiences, which accommodate for the range of abilities and learning styles in a group.

Riverstone International School is committed to

- Providing learning environments that are stimulating, provocative and engaging
- Effective ongoing professional development to ensure its teachers are lifelong learners and informed of the most recent effective practice
- Supporting students and their families

The International Baccalaureate Learner Profile

The IB learner profile represents ten attributes valued by IB World Schools. We believe these attributes, and others like them, can help individuals and groups become responsible members of local, national, and global communities (IB, 2017).

Disposition	Description
Inquirers	We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.
Knowledgeable	We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.
Thinkers	We use critical and creative thinking skills to analyze and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.
Communicators	We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.
Principled	We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.
Open-minded	We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from the experience.
Caring	We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.
Risk-takers	We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.
Balanced	We understand the importance of balancing different aspects of our lives— intellectual, physical, and emotional—to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.
Reflective	We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

Curriculum Framework

The aim of the PYP is to provide a curriculum framework that is engaging, relevant, challenging, and significant. This is achieved through a variety of inquiry strategies and the development of five essential elements: knowledge, conceptual understandings, skills, dispositions, and action.

Knowledge: What do we want students to know?

The PYP has six transdisciplinary themes that provide the framework for learning. These themes are globally significant and support the acquisition of knowledge, concepts, and skills of the traditional subjects. They are revisited throughout the students' time in the PYP. While the PYP acknowledges the importance of traditional subject areas (language, mathematics, social studies, science, personal, social, and physical education, and arts), it also recognizes the importance of acquiring a set of skills in context and of exploring content, which transcends the boundaries of the traditional subjects and is relevant to students. The PYP transdisciplinary themes are:

Who We Are	An inquiry into the nature of the self; beliefs and values; personal, physical, mental, social, and spiritual health, human relationships including families, friends, communities, and cultures; rights and responsibilities; what it means to be human
Where We Are in Place and Time	An inquiry into orientation in place and time; personal histories; homes and journeys; the discoveries, explorations, and migrations of humankind; the relationships between and the interconnectedness of individuals and civilizations, from local and global perspectives.
How We Express Ourselves	An inquiry into the ways in which we discover and express ideas, feelings, nature, culture, beliefs and values; the ways in which we reflect on, extend and enjoy our creativity; our appreciation of the aesthetic.
How the World Works	An inquiry into the natural world and its laws; the interaction between the natural world (physical and biological) and human societies; how humans use their understanding of scientific principles; the impact of scientific and technological advances on society and on the environment.
How We Organize Ourselves	An inquiry into the interconnectedness of human-made systems and communities; the structure and function of organizations; societal decision-making; economic activities and their impact on humankind and the environment.
Sharing the	An inquiry into rights and responsibilities in the struggle to share finite resources with other

Planet	people and with other living things; communities and the relationship within and between them; access to equal opportunities; peace and conflict resolution.
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Students inquire into and learn about these globally significant issues through units of inquiry, each of which address a central idea relevant to a particular transdisciplinary theme.

Conceptual Understandings: What do we want students to understand?

The following key concepts are used to support and structure the inquiries. The exploration of concepts leads to a deeper understanding and allows students to transfer knowledge learned in one area of the curriculum to another.

Form	What is it like? The understanding that everything has a form with recognizable features that can be observed, identified, described, and categorized.
Function	How does it work? The understanding that everything has a purpose, a role, or a way of behaving that can be investigated.
Causation	Why is it as it is? The understanding that things do not just happen; there are causal relationships at work, and that actions have consequences.
Change	How is it transforming? The understanding that change is the process of movement from one state to another. It is universal and inevitable.
Connection	How is it linked to other things? The understanding that we live in a world of interacting systems in which the actions of any individual element affect others.
Perspective	What are the points of view? The understanding that knowledge is moderated by different points of view which lead to different interpretations, understandings, and findings; perspectives may be individual, group, cultural, or subject-specific.

Responsibility	What are our obligations? The understanding that people make choices based on their understandings, beliefs and values, and the actions they take as a result do make a difference.
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In addition to the above key concepts, children will inquire into related concepts in all curriculum areas. Instead of simply gaining knowledge and skills in mathematics, for example, they will deepen their understanding of concepts such as pattern, multiplication, place value and bias.

Approaches to Learning (ATL) Skills: What do we want students to be able to do?

Throughout their learning in the Elementary School, students acquire and apply a set of skills which are valuable not only for the teaching and learning that goes on within the classroom but also in life outside the school. The PYP identifies five sets of approaches to learning skills:

1. Thinking Skills
2. Social Skills
3. Communication Skills
4. Self-management Skills
5. Research Skills

Dispositions: What do we want students to value and demonstrate?

The learner profile, included above, describe the dispositions we strive to foster and support in all Riverstone students.

Action: How do we want the students to act?

Students at Riverstone International School are encouraged to act as a result of their learning. Action can be a demonstration of a sense of responsibility and respect for themselves, others, and the environment. Action can look like participation, advocacy, social justice, social entrepreneurship, or lifestyle choices. It usually begins in a small way but arises from genuine concern and commitment. Action as a result of learning often

happens beyond the classroom, and teachers at Riverstone International School are always interested to know about action that the students take outside of school.

Curricular Assessment

The prime objective of assessment in the PYP is to provide feedback on the learning process. Teachers select assessment strategies and design assessment instruments to clearly reflect the learning outcomes on which they intend to report. Teachers employ a range of strategies for assessing student work that considers the diverse, complicated, and sophisticated ways that individual students use to understand their experiences. Additionally, the PYP stresses the importance of both teacher assessment as well as student self-assessment and reflection. Students and teachers are actively engaged in assessing the students' progress as part of the development of their wider critical thinking and self-assessment skills.

Assessment in the classroom may include:

- using representative examples of students' work or performance to provide information about student learning
- collecting evidence of students' understanding and thinking
- documenting students' engagement in the learning process
- engaging students in reflecting on their learning
- evaluating work produced by themselves and others
- developing clear rubrics
- keeping records of test and task results

Riverstone International School promotes the use of a range of assessment tools and strategies that are designed to give a clear picture of a student's prior knowledge and progress. Examples of these include anecdotal records, checklists, portfolios, continuums, and rubrics. Each student will be assessed by homeroom teachers and specialist teachers. Each student will share their assessments with their parents at regular intervals throughout the year.

Portfolios

Students in the PYP create a portfolio based on a range of experiences and curriculum areas. The portfolio is a collection of work selected by the students and teachers and is a record of each individual student's learning journey. It is designed to demonstrate success, growth, thinking skills, creativity, assessment strategies and reflection. It is a celebration of each student's active mind at work and provides a picture of progress and development over a period of time. Portfolios enable students to reflect with teachers, parents, and peers in order to identify their strengths and growth as well as areas for improvement.

To learn more about the International Baccalaureate Programmes, visit ibo.org.

Homework

Homework at Riverstone is an individual and personal matter. The needs of each student are stressed, and the quality of work is emphasized. Homework is not given as "busy work," but rather requires students to do what is useful at various stages of learning. Overall, homework reinforces concepts and to reflect upon learning experiences that have taken place during the school day. The nature and duration of any homework assignment will vary from student to student and the following are guidelines for each grade level:

Kindergarten: Reading

Third grade: 30 minutes plus reading

First grade: 20 minutes plus reading

Fourth grade: 40 minutes plus reading

Second grade: 30 minutes plus reading

Fifth grade: 50 minutes plus reading

Purposes of homework:

- To develop a home/school partnership
- To consolidate and reinforce skills, knowledge, and concepts
- To extend learning that has taken place in school
- To develop important habits of self-management, self-discipline and organization

Parent-Teacher / Student-Led Conferences

Parents are strongly encouraged to make every effort to attend Parent-Teacher Conferences and Student-Led Conferences in order to have a clear understanding of your child's progress.

- Parent-Teacher Conferences are held in October
- Student-Led Conferences are held in February
- You may sign-up for conference times through ParentSquare in advance of the conference dates.
- Given the amount of time needed to prepare, teachers are not able to meet for a conference in advance of the conference dates.

Semester Assessments and Grades

Each IB program (PYP, MYP, or DP) has assessment requirements and expectations appropriate to their specific program. No letter grades are given at the Elementary School level. Progress Reports will be posted on ManageBac at the end of December and again in May.

IB Capstone Event: The Grade 5 Exhibition

At Riverstone International School, students in their final year of the PYP (Grade 5), participate in a culminating project, the Grade 5 PYP Exhibition. It is not only a celebration as students move from the Primary Years Programme into the Middle Years Programme, but it is also a final assessment where each student is required to demonstrate engagement with the essential elements of the PYP: knowledge, concepts, skills, dispositions, and action. Students engage in a collaborative, transdisciplinary inquiry that involves them in identifying, investigating, and offering solutions to real-life issues. Parents and students from Riverstone International School are invited to attend the Grade 5 Exhibition in May.

Academic Integrity

Academic integrity at the Elementary School means that students engage in the inquiry process as principled learners and critical thinkers who respect the ideas of others. Students will develop an understanding of what academic honesty is and why it is important to be academically honest.

Students will learn:

- The importance of considering different sources to explore a range of perspectives
- The use of keywords to research efficiently
- How to highlight, take notes, paraphrase, and summarize
- How to think critically about the validity of sources
- How to give credit to whom and where their ideas come from by citing sources, including inspirations
- How to write a bibliography using the agreed conventions (including the title of the source, the author, the publication date, the publisher, and the website)
- How to reflect on the learning process and consider what was learned from different contexts
- To identify primary and secondary sources
- The difference between facts and opinions
- What constitutes plagiarism at Riverstone International School

We will model and foster:

- Appreciation for their own work and the work of others
- Respect for different ideas
- Integrity through honesty
- Commitment to learning by showing self-discipline
- Independence in their work and thinking

Ultimately, we aim for the students to act for themselves by applying their understanding, knowledge, skills and attitudes to take the initiative in being academically honest, and to take pride in their own accomplishments.

Computer Requirements & Usage

The Elementary School has mobile carts equipped with laptops and iPads that classes share and students use under the direction of their teachers. The laptops and iPads are to remain at school. All families must read, review, and sign the Acceptable Use Policy at the beginning of the year.

Standardized Testing

Riverstone is not required to administer standardized tests. However, the school believes that some tests can provide insights into our curriculum, our students' progress, and how

Riverstone students compare to various state, national, and international achievement levels.

Grade	Measurement
Grades 1 and 2	NWEA MAP Growth Tests in Reading and Mathematics in fall, winter, and spring
Grades 3, 4, and 5	NWEA MAP Growth Tests in Reading, Language Usage, and Mathematics in fall, winter, and spring

Community & Service

What does Community & Service mean?

Riverstone International School is a diverse community of parents, students and staff that challenge and support one another while learning, sharing, exploring and serving together. Individual passions, interests, and cultures combine to create a connected community that supports and serves the mission of the school as well as our local and global communities.

Building Community

There are many ways that we build community amongst students, staff, and parents.

- All-school events (Convocation on the first day of school, Variety Show, Graduation, End of School Celebration, etc.)
- Parents' Association events (BooHoo Yahoo Back to School Coffee, Fall Carnival, staff appreciation events, monthly PA meetings etc.)
- Student performances (Friday Morning Music, special events, theater arts shows, visual art shows, Riverstone LIVE! musical performances, etc.)
- Annual Auction/Gala
- Athletics
- Service events in the community
- Assemblies and Celebrations of Diversity
- Music concerts

- Classroom buddies
- Outdoor education

Service

On an all-school basis, Riverstone has long been an active supporter of Rake Up Boise. Students are encouraged to find ways of assisting and connecting to the community that involve time and talent versus collections or sales of items.

Elementary School classes tie service learning into their Units of Inquiry, typically once per year. For example, Gr 2 students held a health fair for parents and other students as they completed their Who We Are Unit of Inquiry, focusing on the human body.

Leadership by Example

What does Leadership by Example mean?

At Riverstone, we value leadership. For some, this leadership may manifest itself in extroverted ways that inspire and influence those around them. For others, this leadership may be exhibited through the examples they set in how they lead their lives and conduct themselves. For many, leadership may be some combination of both.

Riverstone students are presented with many opportunities to become the leaders they want to be. Whether through initiating change that leads to positive outcomes, influencing others for the better or having the courage to defend their beliefs.

As a school from Preschool through Grade 12, we are in a unique position to foster leadership in many ways, such as classroom responsibilities, student council, Green Team, and through various buddy programs, just to name a few.

International Understanding

What does International Understanding mean?

At Riverstone, students cultivate a diverse world-view and appreciation for the world's peoples and cultures through academic endeavors and personal experiences. Through classrooms, in-home exchange programs, the outdoors, and international travel experiences, students form an intercultural understanding that will give them the ability to engage and contribute to our global society.

The school fosters international understanding in many ways:

- The International Baccalaureate Programmes (Primary Years Programme, Middle Years Programme, and the Diploma Programme)
- Presence of international families and students throughout the school, including an International Affinity Group that supports new families from abroad
- Celebrations of diversity
- Athletic and academic team participation
- Optional summer travel for older students
- Classroom virtual exchanges with students in other countries (when possible)

Outdoor Education

What does Outdoor Education mean?

Riverstone's Outdoor Education program provides students with learning-based experiences that build self-confidence, teamwork, leadership and responsibility, while fostering a greater appreciation and understanding for nature and the environment.

Through field and classroom activities that extend throughout their academics and curriculum, students learn to overcome challenges and forge lifelong skills that help them succeed at Riverstone and prepare them for their pursuits beyond.

Given the nature of outdoor education, it becomes imperative that the school have current health information for each student and permission forms that are signed and returned in a timely fashion.

Fall Activities and Trips

Preschool – Grade 5: Back to School Rafting Trips

Grade 4: McCall Outdoor Science School – Geology Rocks! and Erosion

Grade 5: Idaho Bird Observatory Overnight Trip

Winter Activities and Trips

Pre-K, Kindergarten and Gr 1: Indoor Rock Climbing

Grade 2 and 3: Nordic Lessons at Bogus Basin Nordic Center

Grade 4: Snow School at Bogus Basin Nordic Center

Grade 5: Snowshoeing Day in Idaho City

Spring Activities and Trips

Preschool and Pre-K: Outdoor Nature Walks and activities

Grade 2: Overnight Camping Trip

Grade 3: Horsethief Reservoir studying Water and the Water Cycle

Grade 4: Oregon Trail Hike

Grade 5: McCall Outdoor Science School – Ecosystems and Adaptations

Student Concerns

Guiding Principles

Riverstone students are expected to participate in all phases of school life. While inside and outside of school, students are expected to adhere to our Guiding Principles that are based on the IB Learner Profile:

- I will seek understanding
- I will respect myself and others
- I will take action to help my community

Academic Concerns

Teachers are the first line of direct information in regard to the academic performance of each student.

- If a student is struggling in class, academically or socially, the teacher will work with the student to improve performance.
- If performance does not improve, the teacher will contact parents and inform them of the situation based on observed behaviors and performance.
- If after this step, the situation does not improve, the Division Director(s) will become involved and organize a meeting between the parents, student and teacher to develop a formalized plan.
- The Director should be the final person involved with the discussion of academic concerns with a student or parent.

Behavioral Concerns

The actual course of any disciplinary action will depend on the particular incident but will always be dealt with in an appropriate, fair, and timely manner in accordance with our discipline policy. The purpose of this approach is to give the student opportunities to learn

from his or her mistakes and to correct his or her behavior. There are, however, certain infractions that may warrant immediate suspension or expulsion.

Discipline Philosophy & Actions

The purpose of this policy and procedures are to give the student opportunities to remedy his or her behavior and to learn from his or her actions or inactions.

In the case of continued lack of personal responsibility by a student, the following steps will be taken:

Step 1: The teacher and/or Director will discuss the behavior with the student and provide clear expectations in order to remedy the situation.

Step 2: If the student's behavior does not improve, the teacher and/or Director will contact the parent via email, phone call, or face-to-face meeting. The teacher and/or Director will discuss the issue with the parent and provide clear expectations in order to remedy the situation.

Step 3: If the student's behavior does not improve, the Director, student, and parent will conference and develop a plan of action that may include developing a contract for the student.

Step 4: If the student breaks the contract or the behavior does not improve, the Division Director will contact the parent, teacher, Head of School, and the student for a conference that may result in a redefining of the learning environment for the student.

In cases where teachers or administrators observe an incident that may require immediate disciplinary action, an investigation will be initiated. During the investigation, the involved parties' parents will be informed.

Certain infractions may warrant immediate suspension or expulsion. The school reserves the right to disregard the four-step approach and take immediate action when necessary. These infractions include but are not limited to:

- The use of illegal substances or weapons
- Substantiated use of hate speech
- Substantiated initiation of physical violence (unwanted touching, pushing, punching, kicking, etc.)

- Substantiated action that results in the "dehumanization" of another person
- Substantiated communication of a threat of violence

The Riverstone Community

Giving to Riverstone

Riverstone International School remains at its core a community school; one that relies on volunteerism and philanthropy to remain as financially accessible to as many families as possible.

Annual Fund

The Annual Fund is a campaign held each year. Proceeds are unrestricted and bolster our operating budget, allowing the school to maintain and enhance the many opportunities associated with our Five Pillars. Participation in the Annual Fund has been virtually unanimous over the past decade, averaging 93% of families, with 100% participation from trustees, faculty, and staff. *It is important that families give generously to the fund and vital that all families give what they can since many other sources of funding depend on high participation levels.*

Annual Gala & Auction

Parents and other friends of the school are invited to celebrate the school successes and engage in friendly, competitive bidding at the Annual Gala. Student-created art projects, dinner, delectable desserts, and dancing are highlights of the evening. The Gala is coordinated by the Director of Development with the assistance of parent volunteers.

Endowment

Riverstone introduced a campaign to raise an endowment in January 2015.

Fundraising

Students who are seeking to financially aid teams, clubs, or organizations are encouraged to find ways of assisting and connecting to the community that involve time and talent

versus collections or sales of items. Exceptions are the pedi-cab and pre-approved fundraising events such as candy grams by student council.

Parents' Association

Parental involvement in a school such as Riverstone is vital to our students' success and maintaining our strong sense of community. As a parent of a child enrolled at Riverstone International School, you are automatically a member of our Parents' Association (PA) and are encouraged to actively participate in supporting the school community in ways that your schedule, talents, and interests allow.

The Parents' Association is a volunteer organization that:

- Supports our staff, parents, and students;
- Promotes and supports volunteer programs and resources at Riverstone; and
- Develops a closer connection between school and home by encouraging parent involvement.

It is important to note that the Parents' Association is not a forum or vehicle to address school-related issues or concerns. As always, we encourage parents to contact the appropriate teacher or Director directly if a situation needs clarification or additional attention.

Parents share their time and talents in a myriad of ways, including serving as room parents, assisting in the classrooms, tutoring students, chaperoning field trips, helping with campus beautification, mentoring students, assisting from their home, coaching athletic teams, and more. There are many rewarding opportunities, small and large. If you have a particular talent that you would like to share, we can find a way to connect you with a staff member or student who could benefit from your assistance! A Parent Expertise survey is shared at the beginning of each year and the collected information is used throughout the year to enhance student learning.

Riverstone events that parents traditionally play a vital role in organizing or assisting include:

- Boo-hoo Yahoo Parent Coffee
- Back to School Ice Cream Social
- Bingo Night
- Fall Festival
- Variety Show
- Book Fair
- International Holiday Market
- Class Parties and Activities
- Meet the Seniors
- Senior Lunches
- Field Day
- Merci Lunches and Staff Appreciation

The Parents' Association meets monthly and all parents are invited. New ideas and feedback are always appreciated! Please check the school newsletter or the school calendar for specific dates and times of meetings, as well as contact information for the PA officers.

Classroom Volunteers

Parent volunteers are welcome to chaperone on excursions and on outdoor trips. The general guideline on such occasions is to remember that you are acting in the capacity of an assistant staff member. As such, you should aim to assist all children involved and you must follow all school rules as they pertain to all staff members.

All volunteers must sign in and out at the Elementary School front desk. Volunteers will be issued a visitor badge to wear. This identification is to be worn at all times while on campus. Please return the badge when you sign out.

Additional information concerning guidelines for parents volunteering on excursions and outdoor trips can be found in the Outdoor Program Guide and will be shared with trip volunteers ahead of each trip.

Enrollment

Diversity Policy

Riverstone International School believes diversity fosters a vibrant school environment. We actively seek to include, engage and empower all members of our school community while respecting race, gender, ethnicity, sexual orientation, age, physical ability, ideologies, nationality and socioeconomic status of individuals. Through discourse and exploration of ideas, we celebrate the rich dimensions of diversity within each individual, encourage individual identity development, and strive to become compassionate citizens of the world.

Non-Discrimination Statement

Riverstone International School admits students of all races, color, national and ethnic origin, and makes available to all the rights, privileges and activities generally accorded or made available to every student at the school. It does not discriminate on the basis of race, gender, ethnicity, sexual orientation, ideologies, nationality, or ethnic origin in administration of its educational policies, admissions policies, tuition assistance programs and other school-administered programs.

Tuition Assistance

Riverstone International School has an active financial aid program and is committed to honoring the socio-economic diversity of our community. Financial aid is re-evaluated annually so current families must apply each year for Financial Aid consideration. Current families should complete the financial aid application process by January 15. Please note that preschool and pre-kindergarten students are not eligible for financial aid.

All financial aid awards offered by Riverstone International School are grants, not loans, and do not have to be repaid. All inquiries, financial aid applications, and financial aid awards are treated confidentially. Please contact Rachel Pusch at rpusch@riverstoneschool.org with any questions.

Enrollment Contracts

Enrollment contracts are completed online using the Finalsite system.

Required Forms for Enrollment

In order to attend school, each child is required to have the following information completed online in [Finalsite](#):

- Contact information
- Consent to treat
- Field trip permission
- Any IEP, Psychoeducational Evaluation, or 504 plan
- Emergency contacts
- Health statement
- Before-School and/or After-School Care enrollment
- Milk order, optional
- Bus sign up, optional

Additionally, the State of Idaho requires:

- A current copy of the child's immunizations or signed waiver (information may be obtained from your physician; a new copy of the immunization record is required to be submitted every year)
- A physician signed health statement for students entering Kindergarten (form obtained from your physician)
 - Alternatively, you may submit a waiver based on philosophical or religious objections. You can find the waiver [here](#).

How to Submit the Information

- Complete the forms as prompted in Finalsite..
- PDFs of current immunization records for all students and signed physician statements for students entering Kindergarten or your completed waiver need to be uploaded and submitted on [Finalsite](#). Ask your physician to email you a PDF of the signed form, which you can upload to [Finalsite](#).

****In keeping with Idaho state requirements, students with missing information will not be able to start school.***

Open Houses

Open houses are offered to the public and to the school community throughout the year in an effort to educate members of the Treasure Valley about Riverstone and its programmes. Current parents are encouraged to attend the Open House for the divisions that their children will be moving into and are also encouraged to invite friends on the school's behalf. Please see the school website for a complete listing of dates.

Class Placement

The process of assigning students to classes is a complex one that begins with the school allocating teaching staff based on projections of student enrollment for the upcoming year. School administrators, with the advice and recommendations of the staff, then organize students into that number of enrolling classrooms.

The process of making up classes for each school year begins at reenrollment time, based on the best information available at that time. Our goal is to come up with a placement for each child which will offer that child the greatest chance of success. Placements are ultimately the responsibility of school administration, but the following factors are considered. This list is not in priority order:

- The child's intellectual, social, emotional, and behavioral needs
- The learning styles of the students
- The child's interactions with other students and staff
- The "social dynamics" within the class
- Fair distribution of children with exceptionalities
- The gender and cultural balance in each class

Parent requests are always taken into consideration but cannot be guaranteed. Directors and administration take many considerations into account to ensure productive classes, see above for more details. Any information provided by parents is shared with the team working on class lists prior to the completion of the class lists.

Questions?

For student, curriculum, teaching, and learning questions:

Kari Boazman, Elementary School Director, at kboazman@riverstoneschool.org

Damon Brown, Middle School Director, at dbrown@riverstoneschool.org

Stacey Walker, High School Director, at swalker@riverstoneschool.org

For admissions inquiries, re-enrollment, and student referrals:

Rachel Pusch at rpusch@riverstoneschool.org

For newsletter, fundraising, and social media:

Kiley Lee at klee@riverstoneschool.org

For tuition, transcripts, and transportation:

Kylie Dufresne at kdufresne@riverstoneschool.org

For strategic planning, oversight, and board of trustees:

John Gasparini, Head of School, at jgasparini@riverstoneschool.org