



North Branch
SCHOOL
40th Anniversary

School-Age HANDBOOK 2023-2024

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We are very glad you are part of the North Branch School community. Every child's experience at NBS is enhanced by the extra efforts of adults in our school community, and we can never say THANK YOU enough.

We hope this handbook will answer many questions you might have about participating in the daily life of NBS. We also hope many possibilities present themselves to you, and your own contribution to the life of the school begins to take shape.

If you have any questions that are not answered by this handbook, please contact our Administrator Autum Fish at the phone number and email address below. If you have a question about your child's class, please contact that teacher. Questions about the school in general can go to Smith Coleman, Head of School, and questions about giving to the school can go to Bonnie Holliday, Director of Development.

Staff Emails

Preschool (turning 3 & 4)

Gerry gerryb@nbsva.org
Jeanine jeanineb@nbsva.org
Stephanie stephaniem@nbsva.org

Early Primary (turning 5 & 6)

Genevieve genevieved@nbsva.org
Laura Cote laurac@nbsva.org

Primary Blue (turning 7)

Susan susanb@nbsva.org

Primary Yellow (turning 8)

Abby abbyl@nbsva.org

Juniors (turning 9 and 10)

Heather heatherh@nbsva.org
Jill jillf@nbsva.org
Karen karenb@nbsva.org

Seniors (turning 11 & 12)

Lindsey lindseyo@nbsva.org
Taylor taylorb@nbsva.org
Tim timm@nbsva.org

Middle School (turning 13 & 14)

Heather heatherw@nbsva.org
Katrien katrienv@nbsva.org
Melanie melanies@nbsva.org

Spanish

Cibeles cibelesr@nbsva.org
Karina karinar@nbsva.org

Administration

Smith, *Head of School* smithc@nbsva.org
Autum, *Administrator* northbranch@nbsva.org
Bonnie, *Development Director* giving@nbsva.org

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INFORMATION for PARENTS of SCHOOL-AGE CHILDREN

What is the mission of North Branch School?

North Branch School fosters respect, non-violence, environmental responsibility, and the involvement of students, teachers, and families in our community.

We value the uniqueness of each child. Our curriculum promotes the desire to learn and to develop abilities to the fullest.

We are dedicated to providing a diverse environment which stimulates curiosity, creativity, and cooperation.

Being at NBS

What are the rules for behavior at NBS?

All members of the school community are expected to be safe and considerate in regards to others of all ages. If you have any concerns about behavior, please address your concerns to staff members so that they can work with children and families appropriately.

That's it. The rest of it we address on a case-by-case basis, using principles of conflict resolution, non-violent communication, and honoring each child.

What is the history of NBS, its name, and its tree logo?

North Branch School was founded in 1983 by Charlotte Zinsser Booth, who was approached by a group of parents seeking an alternative education for their children. Previously, Charlotte started Sunshine School in the southern part of Nelson County. The name "North Branch School" sprang from those origins and the fact that our location was the northern branch of the original school. Trees have been in North Branch's DNA since its inception! From its beginning, NBS was founded on the principle that if the roots of education and community are deep, then the branches can reach to the sky. Everything we do at NBS is *rooted in a love of learning*.

How is NBS organized?

Board of Trustees: The North Branch Board, made up of former parents, current parents, and community members, oversees the long- and shorter-range interests of the school and handles major financial decisions, hiring decisions, and major disciplinary issues, while entrusting the daily workings of the school to the Head and staff. The Head of School acts as a conduit between the faculty/staff and the Board, advocating for students, parents, and staff, although members of the school community are encouraged to communicate directly with Board members if they feel the need. There is a close and dynamic relationship between the Head of School and the Board, working together to provide the best possible learning experience for the entire school community. Reflecting the mission statement, the Board operates by consensus.

Board Meetings are held at the school and are open to all adult members of the school community. The minutes and a handbook of policies are kept on file in the office for those interested in reviewing them. Board members may be contacted with your questions about long-term direction of the school and any items you wish to discuss.

Current board members are:

Ellen Bouton	540-456-6746	ebouton@lumos.net
Reid Harris	434-962-2479	reid.h.harris@gmail.com
Bill Hess	434-996-6850	bh1411717@gmail.com
Barbara Heyl	434-466-4767	blhey1@gmail.com
Becky Lindsay	540-456-8127	airthfarm@gmail.com !
Jaime Marion	540-949-0660	jamarionjr@gmail.com
Phillippa Proulx	540-456-6849	proulx@lumos.net

Head of School and Teachers: Head of School Smith Coleman works with teachers at Preschool, Primary, Juniors, Seniors, and Middle School levels to design the curriculum and the structure of group experiences. We highly value open communication between staff and parents. Your questions, feedback, and suggestions are very important to us in shaping our program. Teacher mailboxes are located in the supply room next to the office for messages or materials you may wish to leave. During the school day, teachers are working with students and may not see emails or texts.

Administration: General communication and office matters are handled by Autum Fish, Administrator.

Development: Fundraising and alumni outreach are handled by Director of Development Bonnie Holliday.

Business Manager: Tuition payments go to Business Manager Phillippa Proulx, who has a mailbox in the office.

What makes NBS different?

We know you've chosen NBS when you could choose many other schools. So we hope you've already seen something different here that makes NBS the right place for your child. Here are some things you might notice about us right away:

- **Students call teachers by their first names.** We are a learning team, and teachers work alongside students, not out in front of them. We hope that calling each other by our first names helps break down one barrier to students' full engagement in school.
- **Our classes have unusual names.** Because we are committed to meeting children where they are, each child's path is able to be customized through NBS. One child might spend two years with a teacher while another child might spend one year with that teacher and two years with another. This is sometimes challenging for students if they think of themselves as being in a particular grade. To help blur the lines of grade-level a little bit, our classes have names. (Ask Bonnie about the very unusual names we used in the past before settling on these!) Our youngest children are the Preschool. Students who are ages 5 – 8 are in Primary classes — we have Early Primary, Primary Blue, and Primary Yellow (the latter two are named after the colors of the classroom walls). These levels sometimes overlap in ages and sometimes are distinct ages. The next age group are Juniors (usually students turning 9 and 10), then Seniors (students turning 11 and 12), and the oldest students are Middle School (usually students turning 13 and 14). Students might join another class for a particular subject; they might change classes mid-year — it all depends upon what is right academically, socially, and emotionally for each student.
- **Not everyone has school on Wednesday.** From its founding, NBS has operated with a 4-day week for its Primary and Junior students. We hope that Wednesday is a day for family exploration and enrichment. Students in Early Primary — Juniors, as well as homeschooled students, may choose to enroll in our optional Wednesday program. This enrichment program runs from 8:30 am – 3:30 pm and includes activities for a wide age range, including time outside, projects, reading, art, cooking, gardening, and other activities. Please contact Autum to sign up for the whole year or for individual Wednesdays on a drop-in basis. To help our teachers prepare the program, we ask that parents sign up by Monday for that Wednesday's program. Seniors and Middle Schoolers are in school on Wednesdays for a regular school day.
- **Teachers might have their infants or toddlers with them at school.** Over its almost-40-year history, NBS has helped raise many teachers' children, giving them a warm, safe, and attentive place to grow while allowing the teacher to continue doing what he or she loves. NBS was awarded the "Family Friendly Business Award" from Children, Youth, and Family Services in Charlottesville in large part because of this policy. Students learn what it takes to raise a child; they participate in the child's development; they practice being gentle and kind to this younger

child. We find that the benefits far outweigh the moments when a baby's crying disrupts class, and when needed, the staff all jump in to help each other, modeling the proverbial village to help raise each NBS child. If you would like to know more about our philosophy about this, or talk to your child's teacher about the specific arrangements, please contact us.

- **We love being outside.** Students at NBS have outside time at the beginning of the day, mid-morning, in the middle of the day, and at the end of the day. In addition, teachers might choose to take a walk in the woods of our 11-acre campus or lead a class outdoors.
- **We love field trips.** We value having our children learn from other experts and experiences, and we take full advantage of the historical sites, natural sites, museums, theaters, and more that surround us. If your child's class schedules a field trip, you will be notified and asked to give permission for your child to leave campus. NBS has no buses or vans, so we count on parent drivers for field trips. If you are able to volunteer to drive, we appreciate that. If you are driver on a field trip, your child's teacher will review with you what the expectations are for that class.
- **We love art, music, and drama.** Teachers incorporate the arts into their units of study in math, science, literature, foreign language, and history. Students also have classes that allow them to create art, music, and movement. Every student is involved in our production of St. George and the Dragon each December. This 40-year tradition allows students to learn the traditions used around the world to bring light and warmth into their homes during the darkest and coldest time of year. It is the most sparkly, joyful team-building exercise we know!
- **Our number-one goal is a love of learning.** We do not have to answer to any state or federal standards; instead, we hold ourselves to the highest standard we know: creating lifelong learners. We achieve this by following teachers' and students' interests to make sure our curricula are engaging and relevant, as well as rigorous. Our teachers understand the expected Virginia standards for each grade level, but we might approach them differently from other schools and in a different order. When students graduate from NBS, they go on to high school as skilled readers and writers, independent thinkers, and confident mathematicians who can both calculate and problem-solve. At any given year within our program, we might not be doing what another school is doing in that grade level. But feedback from high schools tells us that our students are very well prepared for high school and, more importantly, have initiative, motivation, and independence as students.

What is the calendar for the school year?

All students begin on Thursday, August 31.

The last day of school is Friday, May 31.

For more details about the school year, please see a complete calendar on the last page and online at north-branch-school.org/about/calendarhandbook.

Beyond regular school attendance, students and their families are expected to attend 2 outside-of-school-hours events during the course of the year (3 for Seniors and Middle Schoolers):

- **St. George and the Dragon** — a December performance that includes every student. This year, it will be held on Tuesday, December 19, 2023 at 1:30 pm and 6:30 pm at RVCC.
- **Graduation** — This is an all-school event that includes every student. We honor the graduating 8th graders and close out the school year for all. This year, graduation happens on May 31, 2023 at NBS.
- **For Seniors and Middle Schoolers** — a spring play. We perform both in the afternoon and in the evening so that all families can attend. The Middle School play is always the Thursday before our Spring Break.

What are NBS's hours of operation?

North Branch School's hours of operation are from 8:30 am – 5:30 pm, Monday through Friday, September — June.

The office is open 8:30 am – 4:00 pm daily.

Individuals may call the school at 540-456-8450 at any time during business hours or leave a message for staff after hours.

The School Day

When can I drop off and pick up my child each day?

- The North Branch school day runs from **8:30 am – 3:30 pm** for children in **Primary — Middle School**.
- **Early Primary students** attend from **8:45 – 12:45**. Families of children ages 5 and 6 in Early Primary may contract for afternoons in addition to the morning schedule. Please speak with Autum if you wish to add an afternoon or multiple afternoons to your child's schedule.
- Students in **Early Primary – Juniors** have school on **Monday, Tuesday, Thursday, and Friday**. Students in these classes may enroll in our optional Wednesday Program for an additional fee. See "What happens on Wednesdays?" for more information.
- Students in **Seniors and Middle School** have school **Monday — Friday**.

Arrival

Students arrive for school between **8:30 – 8:45 am**. **Please make sure your child is here by 8:45 am** so that they have time to turn in work, connect with teachers and friends, and run their lap before 8:50 am

Before-care

If your child needs to be dropped off before 8:30 am, NBS offers Before-care from 8:00 am – 8:30 am. The cost is \$2/day or \$10/week per family.

Dismissal

Pick-Up and Checkout

Pick-up time is between 3:30 – 3:45 pm. If due to circumstances beyond your control you cannot be here to pick up your child by 3:45 pm, please call the school. **If we have not received a call and your child(ren) is still here at 3:45 pm, your child(ren) will be placed in Aftercare, and you will be charged for Aftercare service (\$10 daily and \$6 daily for the second child.)**

Your child will be released only to those people listed by you on your emergency form or if we have written or verbal permission from you to let someone else pick up him/her.

Aftercare

Aftercare runs daily from 3:45 – 5:30 pm.

- Any student in Early Primary — Middle School can attend.
- All students not picked up by 3:45 pm will be placed in Aftercare.
 - If pick-up happens between 3:45 – 4:00 pm, a late pick-up fee is assessed of \$5.
 - From 4:00 – 5:30 pm, the Aftercare fee is:
 - \$10/child,
 - \$6/additional child or
 - \$50/week for one child and
 - \$30/week for an additional child.
- After 5:30 pm, there is a late fee:
 - 1st time is \$25;
 - 2nd time is \$50;
 - 3rd time is \$100, etc.
- No pick-up or drop-off transportation is provided by North Branch.

What should my child wear to school?

We understand that saying “dress appropriately for school” means different things to different people. We want everyone to be able to be focused on learning and be fully involved with school activities while at school. For that reason, we require that clothing worn at school:

- always include shoes
- be comfortable
- be practical for school activities, which can often include sitting on the floor
- be appropriate for the weather, since we value being outside even on very hot days and very cold days
- allow for movement, such as running, climbing, and enjoying games
- leave the wearer’s mind free to concentrate on learning and being at school and not require frequent adjusting or attention
- be free from upsetting words or pictures — again, so that everyone can concentrate on learning

If a teacher has a concern about a student’s clothing, we will gently and privately talk to that student to explain our concern. As with everything at NBS, we see this kind of conversation as an opportunity to teach and learn about cultures and expectations, rather than as a punishment. If we notice clothing that repeatedly concerns us, the Head of School will talk to the parents and the student.

Can I visit NBS?

NBS is open to parent visits at any time. All visitors must report to the office. Alumni visitors should request permission before coming, both with the office and with the teachers of the class they want to visit. This helps us make sure the schedule is suitable for a visit and that students will not be on a field trip or otherwise unavailable that day. Other visitors should check in with Autum before coming.

Can I bring my pet to NBS?

In the interests of safety and health, family pets of any kind are not allowed in North Branch School buildings. When school is in session, no pets will be allowed on North Branch School grounds from 8:00 am – 5:30 pm. If pets are brought to school for pick-up and/or drop-off, they must remain in the car at all times. Pets are not allowed at school-sponsored events.

What if my child is going to be absent?

We value our time with our students. Our commitment to hands-on, interactive work means that what we do in the classroom is not easily replicated when a student is absent.

We request that, as much as possible, parents schedule appointments and family trips outside of school time. When that is not possible, please let us know ahead of time so that we can help your child miss as little as possible.

Please call school ANYTIME your child will be absent. If you need to pick up your child during the school day for an appointment, please notify your child’s teacher ahead of time and remember to check out with the office when you leave.

What if my child is sick at home?

Please call Autumn in the office to let her know your child will be absent. Please do not email teachers the day of an absence; teachers might miss your message. We request that the parent be the one to communicate the absence. We encourage older students to be in charge of communicating with the teacher about what was missed.

If your child is ill at home, they must be fever-free without medication for 24 hours before returning to school.

Sick policy for children & staff

- **Keep your child at home if he or she is sick with any illness.** Contact your healthcare provider to discuss your child's symptoms.
- Children or staff must be fever free **WITHOUT MEDICATION** for 24 hours before being allowed to return to NBS facilities.
- Children or staff who show symptoms of illness will be required to avoid NBS facilities and must remain isolated from others.
 - Fever of 100.0° or higher
 - Cough
 - Shortness of breath or difficulty breathing
 - Runny nose and/or sore throat
 - Vomiting
 - Other illness symptoms.
- If your child or any family member tests positive or is diagnosed with Covid19 please **notify NBS immediately**.
- Please refer to the CDC site listing signs and symptoms of covid 19:
[cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
- If students or staff have recently been in close contact with a person with Covid19, they should monitor their health for symptoms.
- NBS will follow the CDC guidelines for isolation for Covid19
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html>

What if my child gets sick while at school?

If your child becomes ill during school, you will be notified. If this occurs, please make arrangements to have the child picked up as soon as possible.

What if there is inclement weather?

If both Nelson and Albemarle County Schools close, NBS will close for the first day of a weather event. On subsequent days, we will assess independently, since often we are able to come back to school before county schools because we do not use buses. If we are open but your road is a problem, please use your own judgment about safety.

School closing for snow or other hazardous weather conditions will be announced on Channel 29 TV and the NBS website at north-branch-school.org. There will be an announcement on the school voicemail, which you can reach by calling the school's number after 7:00 am of the day in question, and Bonnie will also post the information on the school Facebook page.

Will NBS make up days missed for hazardous weather?

If make-up days are needed before the February break, we will use the February break days as make up days. Additional make-up day will be communicated to families as needed. Preschool make-up days will be added only if school-age make-up days are added.

Does NBS provide lunch?

Students bring their own lunch and morning snack to school each day. NBS has some food on hand to help a student who has forgotten his or her lunch or snack, but NBS does not regularly provide food to students.

North Branch School will make every effort to observe dietary needs, but cannot guarantee supervision of all children at all times. We cannot guarantee an allergy-free environment.

Snack: Please pack enough food in each child's lunch box to cover a morning snack & lunch for Seniors and Middle Schoolers, and an additional afternoon snack for Primaries and Juniors. Please note that in addition to adequate food, children are asked to have their own refillable water bottles at school each day. We have two water bottle fillers at school, one in the main building, and one in the Annex.

Lunch: We do not have a refrigerator, freezer, or cooking space for students' use, so please send only foods that can be eaten directly from your child's lunch box. Ice packs are recommended if sending foods that need to stay cold. On Wednesdays only, Seniors and Middle Schoolers may use one of two school microwaves to heat an item in their lunches.

We do not allow children to trade items from their lunches so that parents can be confident their child is eating the food they have provided. However, teachers may supervise sharing a small part of lunch with others to help a person who has forgotten his/her lunch. This is beneficial for the person who is without lunch, providing fuel for the afternoon. It is also important for the other children as it reinforces good manners and sharing. Please do not send soda, candy, or glass containers to school.

Special Treats

- **Birthdays:** If you would like to bring a special treat for your child's whole class on his/her birthday, it will be served after lunch. Smaller treats are recommended. Check in with your child's teacher for class size and possible allergies.
- **Friday Café:** On Fridays, each class has a special lunch together that might include presentations from students and a special dessert. Teachers will create a sign-up for these desserts if they are planned.

Does NBS administer medications?

If your child needs to receive medication during the school day, please give the medication directly to Autumn, with the medication form completed by the physician. Autumn and Susan are the only NBS staff certified to administer any medication. The medicine will be locked away during the day and returned to you upon pick-up. Except for emergency care, no medication will be administered without your consent.

Will teachers apply sunscreen or insect repellent to students?

NBS staff do not routinely apply sunscreen or insect repellent. If your child has a particular need in these areas, please speak with staff.

Tuition

How do I pay tuition?

Tuition rates are posted in the office. Checks may be left in the payment folder in the office. If you are paying with cash, please ask for a receipt in the office.

Tuition paid in 9 installments is due by the 1st of the preceding month. (For example, October's tuition is due September 1.) Tuition paid in 12 installments is due according to the agreement with the business manager. Please help us meet our payroll obligations to staff by paying tuition on time. **A \$25 late fee will be charged each time tuition payments**

become 30 days past due unless prior arrangements have been made with the business manager. This fee will be cumulative; you will be assessed \$25 for every 30 days a tuition payment is past due. Any questions regarding tuition payment or tuition assistance should be addressed to the business manager, Philippa Proulx at 540-456-6849.

What is the enrollment fee?

Returning families will have the opportunity to submit a non-refundable enrollment fee in February to hold a place for the following year. After contracting, this fee covers student accident insurance, a yearbook, some field trips, and a portion of classroom and general supplies.

Where does the money go?

Tuition income goes towards staff salaries and benefits.

The **enrollment fee** covers student accident insurance, a yearbook, some field trips, and a portion of classroom and general supplies.

What kind of financial assistance is available?

Each year, between 30% – 40% of NBS families receive needs-based financial assistance in exchange for performing work needed by the school. In this way, NBS receives cleaning, landscaping, maintenance, special classes, etc., without paying high outside service fees. In addition, a limited number of scholarships are also available. The Financial Assistance Form is available on the school's website under the "Admissions" tab or by asking Autum for a copy.

Paperwork

What do I need to do for my child to begin this school year?

Paperwork: For the current school year, North Branch needs to have on file for your child:

- your application
- a current emergency form (UPDATED YEARLY)
- a current signed contract

Payment: For your child to begin school, NBS must have received:

- enrollment fee
- up-to-date tuition payment

What if I want to end my contract?

Once a contract has been signed, parents are committed to pay for the service, whether that service is used or not. While the Board reviews and considers thoughtfully any request for release from the contract, release is not typically granted unless the class fills and NBS can no longer offer the service for which parents have contracted.

The Parent-Teacher-Student Team

How can parents get involved at NBS?

North Branch School maintains an open-door policy to all families at all times.

Parents are always welcome at North Branch. Sometimes preschoolers find it difficult to remain with their class when

parents are present in other areas of the school. Please tell your child's teacher if you plan to stay at school during Preschool hours. Teachers may request that parents avoid being seen by their child.

Fundraising and Workdays: Parent involvement is essential to North Branch School. Your time spent on fundraising events, workdays, maintenance, and upkeep is the difference between our low tuition and the expense of other area schools. **Parents are expected to help with at least two fundraising events and at least two Workdays.** The Friday newsletter will keep you apprised of opportunities to help. Parents can refer to their contract for more information about Workdays. **We encourage you to participate in as many as possible.** WE NEED ALL THE HELP WE CAN GET FOR EACH EVENT AND PROJECT! You will benefit from the camaraderie, and the school will benefit from your efforts.

Please make sure to sign in at workdays and fundraising events so you will be credited for the work you do. On the Yellow Pages, you may opt to "buy out" of workdays at \$50/day and fundraising events at \$100 per event. You will be billed at the end of the year if you have not participated in the appropriate number of workdays and/or fundraisers. If you are doing tuition credit work, you are still expected to participate in the appropriate number of workdays and fundraisers. If anyone knows of a civic group looking for service projects, please let Autum know.

Yellow Pages: This one-page form helps us know your interests, talents, and preferences for ways to help out around the school. Please take a moment to complete this and return it to the office. Perhaps you have an expertise you want to share with your child's class or another class — let us know! Available to drive on field trips? Let us know!

How can I expect teachers to communicate with me?

NBS teachers are committed to communicating with and hearing from parents frequently so that we work as a team to give your child a rewarding experience. Communication ranges from informal to formal and verbal to written.

Informal Verbal Communication: We value frequent face to-face exchanges of information at drop-off and pick-up times; however, if you are going to need an extended, uninterrupted discussion with a teacher, please schedule a conference.

Conferences: Parents and teachers may request conferences at any time. We have scheduled conferences between parents and teachers in the fall on November 6 and 7, 2023. Our aim is to see every family for conferences to celebrate progress and set goals.

Written information:

- **Newsletter:** A weekly newsletter about classroom activities and school news is sent home to each family, usually on Fridays. Remember to ask your child for this. A copy will be posted outside the office. We will also post it weekly on the school website north-branch-school.org.
- **Friday Folders:** NBS teachers communicate with students' families through written weekly notes called Friday Folders. Each Friday, your child will bring home a folder that might contain work from the week and a note from the teacher. We love having this method of pointing out gains the child has made, special projects to be aware of, and highlights of the week. We hope parents will write back to us on these folders, rounding out our understanding of the child.
- **Narrative Evaluations:** NBS does not give traditional report cards. Instead, families receive written progress reports in June, explaining each student's growth and challenges, as well as outlining all of the material covered in each class that year. These end-of-year evaluations are mailed to families. To receive these end-of-year evaluations, families *must* be current on the year's tuition payments. Evaluations and record requests will be held until families are up to date on payments, and records will not be sent to other schools until payments are current.

During an Emergency: In case of an emergency situation at school which requires evacuation, information will be available at the local sheriff's office at 434-263-8099.

Giving

What are other ways to contribute to NBS?

Tuition pays for teacher salaries and health care benefits. That leaves all other necessary items and programs in need of funding! Here are some ways you can help the school receive this much-needed support for our programs and facilities. Please contact our Development Director Bonnie Holliday at giving@nbsva.org if you have any questions or suggestions.

Annual Fund: This fund covers day-to-day operating expenses, such as heat, electricity, paper, and more. Our goal is 100% family participation. A suggested amount is included with your Yellow Pages; however, please give at a level that is comfortable for your family. Whether you give \$1 or \$1,000, your contribution joins with gifts from friends, former families, alumni, and board members to make your child's school experience possible.

Monthly donations: Consider a recurring monthly gift through Paypal at bit.ly/NorthBranchdonation. This is an easy way to structure your contribution to the Annual Fund or another fund of your choice.

Other funds: North Branch gratefully accepts contributions for our Grandparents' Fund, Endowment Fund, the Naomi Scherr Memorial Scholarship Fund, the Fine Arts Fund, the Founder's Fund, which underpins the school's needs-based financial assistance program, and for special programs such as Model UN.

Gifts in honor of or memory of someone special: A donation is the perfect way to honor or remember someone in your life or the lives of your children. The honoree or family of the person remembered will receive notification from the school. Gifts also will be acknowledged in the annual newsletter.

Information to family and friends: We like to keep our friends informed about goings-on at school through letters, newsletters, blog entries on our website, photos, and cards and drawings from students. Please plan to give us the names of at least two individuals or couples interested in your children and their school experiences.

Suggest a fundraising event: North Branch holds several successful fundraising events throughout the school year. The ideas for those events came from parents! See Bonnie if you have an idea for a fundraiser.

Gifts: If you know of a company or an individual who may be interested in making a donation of equipment, materials, or money, please let Bonnie know. NBS also gratefully accepts gifts of stock and corporate matching gifts.

Tax advantage: North Branch School is a 501(c)(3) organization. Donations and gifts-in-kind are tax deductible as allowed by law.

Planned giving: When reviewing your estate plans, please consider including North Branch School. Some people designate a set amount for charitable organizations, while others include a percentage of the estate, from 1% – 100%. An attorney or CPA can advise you.

Things We Are Required to Tell You

Suspected Child Abuse

The Commonwealth of Virginia requires us to inform you that if child abuse is suspected, North Branch teachers are required by law to report the possibility to the Social Services Department.

If No One Comes to Pick Up

If we are unable to reach any of the numbers listed on your emergency form, the Commonwealth of Virginia requires us to tell you that we will contact the Sheriff/Child Protective Services.



North Branch
SCHOOL
40th Anniversary

2023-2024

Working Calendar

Aug. 19 (SAT)	Parent Workday
Aug. 22 (Tues)	Preschool & Early Primary Play date session 10-11:30 am
Aug. 29 (Tues)	Back to School Night: Early Primary, Primary Blue, Primary Yellow, Juniors, Seniors & Middle School 4-5 pm OR 6-7 pm
Aug. 31 (THURS)	First Day of School
Sept. 4	Closed- Labor Day
Oct. 9	Teacher Workday – no school for students
Oct. TBD	School Pictures
Oct. 14 (SAT)	Parent Workday
Oct. 20 (Fri.)	Grandparents Day
Nov. 6 (Mon)	Parent-Teacher conferences - no school for students
Nov. 7 (Tues)	Parent-Teacher conferences – no school for students
Nov. 20 - Nov. 24	Fall Break
Nov. 28	#GivingTuesday
Dec. 1	Holiday Craft Fair
Dec. 19 (TUES)	Winter Break begins after the evening performance of St. George & the Dragon
Jan. 4 (THURS)	School opens at 8:30 am
Jan. 15	Closed - Martin Luther King Day
Feb. 10 (SAT)	Parent Workday
Feb. 19	Closed – Presidents Day
Feb. 20	February Break – Closed for students (snow make up day)**
Feb. 21	February Break – Closed for students (snow make up day)**
March 16 (SAT)	Parent Workday
April 1-5	Spring Break
April TBD	NBS Golf Classic
May TBD	BandFair 2024
May 18 (SAT)	Parent Workday
May 27	Closed - Memorial Day
May 31	Last Day of School & Graduation
TBD	Other School Events

* Working Full Calendar

** February Break are our inclement weather make up days as needed

Working Full Calendar: some events may be added as the school year progresses.
View the calendar online: north-branch-school.org/about/calendarhandbook

The Friday Newsletter from Autumn is the best source for information about school.

YOUR HELP IN KEEPING NBS A TOBACCO FREE ENVIRONMENT IS MUCH APPRECIATED.
We are glad Your Family is part of our School Community.