

# FAQ's FOR PARENTS

As the summer progresses, it is time to prepare for the new school year. Before you know it, you and your students will be back here on campus in September. In order to ensure your student has a seamless transition into our program, we have put together this information sheet for you. Please let us know if you have any questions.

- Opening day is Sunday, September 8, 2019. New and international families may arrive at 11:00 AM. Returning families will be checked in beginning at 1:00 PM.
- Check in will be at the Student Union. Please be sure to make this your first stop on campus so that we can confirm paperwork, you can conduct business with the health office and we can get student ID badges started.

## FAQ:

### **What is the drawing account for?**

Incidentals such as purchases from the school bookstore, sports gear, travel expenses, doctors' bills, allowances and medication will be charged to this account.

### **Where can I find the school calendar?**

The school calendar can be found on the website: [www.iccsprogram.org](http://www.iccsprogram.org)

### **When can I come visit my student or when can they come home?**

Because of the nature of a boarding school and the importance of building socialization skills, we encourage families to limit their visiting time or extra trips home to twice a semester. There are a wide variety of activities on the weekends and important classes Saturday mornings that contribute to a student's credits toward graduation.

### **What is the role of the mentor?**

The student's mentor is their "go to" person here at the school. The purpose of the mentor/student relationship is to engage in reflection on the student's progress, assist with any problems and help set goals to boost self-esteem. The mentor role is not to be a replacement for a parent (i.e. taking shopping, buying gifts, etc.). It is a professional one-on-one relationship to assist the student with accepting their learning challenges and navigating everyday life at school. Mentoring appointments are set once a week and mentors communicate with parents once every 2 weeks. (see RISE book)

### **What is the AOD phone for?**

The Administrator on Duty telephone is for emergencies only. An emergency constitutes something critical such as a student missed a flight, a death in the family,

etc. You can contact the dormitory where your student lives to leave a message or send an email.

## **WHO TO CONTACT:**

Instead of filling out a lot of paperwork, below is a checklist of who to contact for what situation. We encourage you to keep it handy throughout the year.

### ***Weekend and Extracurricular Activities: Jessica Selino –***

[jselino2@maplebrookschool.org](mailto:jselino2@maplebrookschool.org) or ext. 254

This is for both on and off campus weekend activities, instrument lessons, voice lessons, driving, etc.

### ***Dormitory Needs: Jessica Gallo –*** [jgallojgallo@maplebrookschool.org](mailto:jgallojgallo@maplebrookschool.org) or ext. 252

Any questions about routines, independent living/executive functioning in the dormitories, staff questions, cell phone/electronics policies, unstructured time, etc.

### ***Academics: Scott Miller –*** [smiller@maplebrookschool.org](mailto:smiller@maplebrookschool.org) or ext. 255

Assistance with IEPs, questions about curriculum, technology and faculty questions, student scheduling, testing, report cards/progress reports, graduation requirements, and supplemental services.

### ***Travel: Rosie Meyers -*** [rmeyers@maplebrookschool.org](mailto:rmeyers@maplebrookschool.org) or ext. 257

Communicating travel plans for vacation periods. (Please refer to the school calendar or see handbook for more information), transcripts and communication with the Head of School.

### ***Student Accounting/Billing: Ken Hale –*** [khale@maplebrookschool.org](mailto:khale@maplebrookschool.org) or ext. 221

This is for questions about the student drawing account or any questions about billing.