

**International Studies Magnet Program Handbook** 5900 Raider Drive Sandy

Springs, GA 30328

https://www.fultonschools.org/riverwoodhs

**Fulton County Board of Education**

6201 Powers Ferry Road NW

Atlanta, GA 30339

470-254-3600

www.fultonschools.org

Facebook.com/FultonsCountySchools

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Policies contained in this handbook are subject to change and revision. Every effort will be made to communicate changes to all stakeholders in a timely manner. School stakeholders are encouraged to check the school’s website.

**Principal**

Kindra Smith

**Magnet Coordinator**

Diane Kopkas

kopkasd@fultonschools.org

470-254-1895

**Administrative Team**

Brittney Burns Assistant Principal

Tashia Daniel-Harris Assistant Principal

Timothy Doherty Assistant Principal

Trisha Myers Assistant Principal

Lucy Harrold Assistant Administrator

Russell Gray Athletic Director

Diane Kopkas IB DP Coordinator

Beverly Brown IB MYP Coordinator

**Counselors**

Melissa Forster Students A- Da

Tameka Revere Students De - Hes

Erica Joiner Students Hic - Mar

Jonathan Altidor Students Mas - Rou

Madison Walsh Students Rov - Z

**Riverwood Contact Information Hours of Operation:**

7:45 am – 4:00pm Main Office 470-254-1980

Main Office Fax 470-254-8709

Counseling Center 470-254-1987

Athletic Director 470-254-1900

Cafeteria Office 470-254-1982

Bus Transportation 470-254-6088

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**Mission Statement**

Riverwood International Charter School prepares students to be confident, creative, compassionate global citizens through high expectations for learning, excellence in teaching, seamless curriculum, community service participation, and engagement of parents and community.

**Magnet Program Information**

The International Studies Magnet program allows students to become familiar with the cultural, geographical, and political diversity of the world, through an international lens. Magnet students receive instruction in all subject areas which meets Georgia curriculum requirements with a unique and rigorous internationally minded view.

In order to meet magnet requirements, students must complete an additional year of World Language and Social Studies, present a personal project in 10th grade, and complete 10 hours of community service.

Magnet students who satisfy all magnet requirements earn a prestigious magnet seal from the Georgia Department of Education, are eligible for an approved International Skills Diploma Seal, and receive special recognition at graduation.

Students may attend Riverwood if they live with a parent or guardian within the Riverwood attendance zone and have the option of applying to the Magnet Program. Students who do not live in the Riverwood attendance zone may attend by applying and being accepted into the Magnet Program. You must live within the Fulton County Schools attendance zone to qualify for acceptance. To check if you live within the required area, click here.

**International Baccalaureate Programs**

Riverwood is an International Baccalaureate World School. Ninth and tenth grade students receive the unique experience through the Middle Years Program (MYP) which prepares students to undertake the rigor of the IB Diploma Programme in eleventh and twelfth grades.

Magnet students can choose to continue their IB studies in the eleventh and twelfth grades through the full International Baccalaureate Diploma Programme (IB), or alternately through a rigorous set of à lacarte IB; Advanced Placement (AP); World Languages; Humanities (English, Social Studies, etc.), and strategic electives. Students who wish to participate in the IB Programme can apply to the program during their sophomore year.

Participation in the International Studies Magnet Program is not a prerequisite for the IB Programme and does not guarantee admission.

**Important Dates**

November 15 Magnet Application Opens

January 15 Magnet Application Closes

February 15 Acceptance Notices start being sent via e-mail

March 5 Declaration of Acceptance and Enrollment form

End of March Registration & Meeting with your counselor

**International Studies Application Information**

**Application Process**

The Fulton County School District uses a common application for all magnet programs. The application window is from November 15 – January 15. In addition to the common application, Riverwood applicants are required to complete an essay (information below) and provide supporting documentation. Late or incomplete applications will not be considered. The application (once available) and other information about Fulton County Schools Magnet Programs can be found on the county’s magnet website.

**Magnet Program Application Requirements and Qualifications**

In order to be considered for the International Studies Magnet Program, students must meet the following qualifications. Application checklists are available below and on our website.

**9th Graders:**

• Applicant must be a current 8th grader

• Live within the Fulton County School attendance zone. To check if you live within the required area, click here. Check Fulton County Schools website.

• Present an 80% (B) or higher in all academic subjects based on first semester of 8th grade • Submit the online application for Riverwood using the common Fulton County Magnet Application (available from November 15 – January 15)

• Submit all required supporting documentation including essay, transcript, test scores, and discipline records before January 15.

**10th Graders:**

• Applicant must be a current 9th grader

• Must be enrolled in or have completed one year of a Social Studies course **AND** a World Language

• Live within the Fulton County School attendance zone. To check if you live within the required area, go to https://www.fultonschools.org/Domain/2947. Check Fulton County Schools website

• Present an 80% (B) or higher in all academic subjects based on first semester of 9th grade

• Submit the online application for Riverwood using the common Fulton County Magnet Application (available from November 15 – January 15)

• Submit all required supporting documentation including essay, transcript, test scores, and discipline records before January 15.

Late or incomplete applications will not be considered.

**Please have the following information ready when completing your application:**

• Applicant’s First and Last Name

• Applicant’s Current Grade Level

• Applicant’s Fulton County ID/Lunch Number (only if current FCS Student)

• Applicant’s Current School

• Applicant’s Zoned school for (unsure? https://www.fultonschools.org/Domain/2947)

• Parent/Guardian First and Last Name

• Applicant’s Current Address

• Phone Number

• E-Mail (this will be our primary source of contact)

**Applicants currently enrolled in a Fulton County School Checklist:**

• Must complete online application and essay by January 15

• Complete the following essay prompt:

o "How will participating in the Riverwood International Charter School magnet program allow you to achieve your academic, personal, and career goals as you prepare to be a global citizen in the 21st century?"

o Essay Submission Instructions:

✦ Include name at the top of the document

✦ 11-point Calibri or Times New Roman font

✦ Double Spaced

✦ Word document or PDF only

✦ E-mail to RiverwoodMagnet@fultonschools.org

✦ Attachments only, please do not share files – they do not always open.

• Academic Records and Discipline Files will be provided through the county’s Infinite Campus System.

**Applicants currently not enrolled in a Fulton County School Checklist:**

• Must complete online application and essay by January 15

• Confirm you are within attendance zone requirements. Official documentation will be needed upon acceptance and registration.

• Complete the following essay prompt:

o "How will participating in the Riverwood International Charter School magnet program allow you to achieve your academic, personal, and career goals as you prepare to be a global citizen in the 21st century?"

o Essay Submission Instructions:

✦ Include name at the top of the document

✦ 11-point Calibri or Times New Roman font

✦ Double Spaced

✦ Word document or PDF only

✦ E-mail to RiverwoodMagnet@fultonschools.org

✦ Attachments only, please do not share files – they do not always open

• Required Additional Documents:

1. A current transcript of grades and any credits earned

2. Discipline record for the current and previous school years

Please send Required Additional Documents to Riverwood using one of the following methods:

**Option 1**: Email documents to **Option 2:** Mail to

RiverwoodMagnet@fultonschools.org Riverwood International Studies Magnet Attention: Diane Kopkas

Preferred 5900 Raider Drive

Sandy Springs, GA 30328

**Once Accepted**

Acceptance information will be sent out starting on February 15th to the e-mail provided in the application. It is important that you confirm your acceptance to the International Studies Magnet Program in order to reserve your place. We have limited spaces available for students who do not live in the Riverwood attendance zone. Information on how to confirm acceptance will be available in the acceptance letter.

**Registration**

If accepted into the Riverwood Magnet Program, you will be able to register towards the end of March. Information regarding registration is subject to change based on updated information from the county.

You can register for Riverwood by going to the student enrollment page

https://www.fultonschools.org/enrollment. You will need to upload two proofs of residency documents (options listed below) and your child’s transcript. Many of you provided this information during the application process, however, we are asking that all these documents are uploaded to the county’s enrollment website.

• You will need to provide 2 of the following to show residency:

1. water or electric bill

2. AND one of the following: lease, mortgage statement, bank statement, homeowner's/renter’s insurance card, current paycheck stub, HOA Bill/ Statement

**Graduation Requirements for Magnet Students**

To graduate with a magnet seal, Riverwood magnet students are required to complete the following:

• Earn an additional credit of Social Studies

• Earn an additional credit of World Language

• Complete the MYP Personal Project (10th Grade)

• Complete a total of 10 hours of community service

**Transportation Information**

Transportation is provided to all students living within the Riverwood Attendance Zone.

Students who live outside of the Riverwood Attendance Zone can ride the Fulton County Schools Magnet Bus. Students will be picked up by the magnet bus at their home school at a designated time. These times are published the summer leading up to the school year and can be found on the county’s transportation website: https://www.fultonschools.org/transportation Sweep buses are not offered to students who live outside the attendance zone.

**Probation**

Students who do not meet academic, attendance and discipline expectations will be placed on probation the following semester. Probation terms will be determined by the magnet coordinator and counselor. These terms will be determined by student’s behavior and centered around how to best support each student and their needs. Once a probation contract has been developed, it will be presented to the student and their guardians. Probation terms can include mandatory help sessions, trips to the tutoring center and other required tasks. Successful completion of the probation contract will end the student’s probation for that semester.

**Academic Probation**

Students are expected to maintain an 80% or higher in all academic subjects and a 70% or higher in all electives. Student grades will be reviewed every nine-week grading period. Students who are not meeting expectations will be required to meet with the magnet coordinator or their counselor.

**Attendance Probation**

Attendance is vital to student success. Magnet students who fail to maintain a satisfactory attendance record will be subject to probation. A probation contract will be developed for a student who:

• has been tardy to school 15 or more times.

• has been absent from school 5 or more days, unexcused.

If absences are excused or medical but exceed 5 days, parents must provide written explanation of why the absences occurred. COVID related absences will **not** count towards a students’ attendance.

Tardies due to delays in FCS transportation do not impact attendance.

**Discipline Probation**

Students who have not maintained satisfactory behavior in school are eligible for disciplinary probation. Magnet students who exceed more than 5 days of disciplinary action (ISS or OSS) will be referred to the magnet coordinator and their counselor for disciplinary probation. Major infractions can result in immediate probation to ensure our students are getting the support they need to be successful.

**Removal**

Students who fail to fulfill their probationary contract will be subject to removal from the Riverwood International Studies Magnet Program. Students who live outside the attendance zone will be required to return to their home school.

**Questions?**

If you have questions regarding Riverwood’s International Studies Magnet Program, please contact Diane Kopkas at kopkasd@fultonschools.org

Last revised September, 2023