Oak Park and River Forest High School

Family Survival Guide

2018-2019
**WELCOME TO OPRF HIGH SCHOOL**

Dear OPRF High School Families,

This is a big, busy place, and we know that learning the ins and outs of OPRF can be daunting—not only for new families but also for many who’ve been here awhile. We hope that this guide will make navigating the high school a little bit easier.

Throughout the year, we tend to get the same questions over and over. Some of the answers can be found by looking at the student handbook or website, some by swapping tips with other families, and some...well, we have to admit, some answers can be pretty hard to track down. Our goal with this guide is to give you the practical, hands-on info you need the most. The first few pages contain information you likely will need frequently. Beginning on page 8, topics are listed alphabetically.

Can’t find what you’re looking for? Feel free to contact me at any time.

Best wishes for a great year!

Karin Sullivan  
Executive Director of Communications & Community Relations  
*ksullivan@oprhs.org*  
708-434-3691

*August 2018*
CONTACT US

Attendance Office: 708-434-3104

Welcome Center 708-434-3125
Hours:
- School year: Monday – Friday, 7:00 a.m. – 10:00 p.m.
- Summer: Monday – Friday, 7:30 a.m. – 3:30 p.m.

Bookstore 708-434-3940 – Hours:
- School year: Monday – Friday, 7:30 a.m. – 3:45 p.m.
- Summer: Monday – Friday, 8:00 a.m. – 3:00 p.m

Superintendent Dr. Joylynn Pruitt-Adams: 708-434-3511, jpruittadams@oprfhs.org

Principal Nathaniel Rouse: 708-434-3205, nrouse@oprfhs.org

Interim Assistant Principal for Student Learning Matt Kirkpatrick: 708-434-3729, mkirkpatrick@oprfhs.org

Assistant Principal for Student Services Lynda Parker: 708-434-3208, lparkers@oprfhs.org

Athletic Director John Stelzer: 708-434-3000, jstelzer@oprfhs.org

Student Activities Director Susan Johnson: 708-434-3174, sjohnson@oprfhs.org

Division Heads:
- English: Helen Gallagher, 708-434-3378, hgallagher@oprfhs.org
- Fine and Applied Arts: Sarah Roodhouse, 708-434-3297, sroodhouse@oprfhs.org
- History: Amy Hill, 708-434-3379, ahill@oprfhs.org
- Math: Julie Frey, 708-434-3296, jfrey@oprfhs.org
- Physical and Driver Education: Clay Reagan, 708-434-3250, creagan@oprfhs.org
- Science and Technology: To be determined
- Special Education: Kennedi Dixon, 708-434-3105, kdixon@oprfhs.org
- World Languages: Claudia Sahagun, 708-434-3884, csahagun@oprfhs.org

Health Services/Head School Nurse: Julee Terretta, 708-434-3234, jnterretta@oprfhs.org

Library Circulation Desk: 708-434-3695

Main Switchboard: 708-383-0700

Registrar’s Office: 708-434-3262 and 708-434-3260, registrar@oprfhs.org

Tutoring Center: 708-434-3493
## Pupil Support Services Teams

<table>
<thead>
<tr>
<th>Team</th>
<th>Position</th>
<th>Office</th>
<th>Phone Extension (Prefix 434-)</th>
<th>Email: add @oprfhs.org</th>
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<td>Caliendo, Gianna</td>
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## 2018-2019 School Calendar

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<tr>
<th>Date</th>
<th>Event</th>
<th>Notes</th>
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<tr>
<td>Thurs., Aug. 16</td>
<td>Institute Day</td>
<td>No School for Students</td>
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<tr>
<td>Fri., Aug. 17</td>
<td>Staff Development Day</td>
<td>No School for Students</td>
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<tr>
<td>Mon., Aug. 20</td>
<td>Huskie Kickoff Day</td>
<td>Freshmen in Attendance</td>
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<td>Mon., Aug. 20</td>
<td>Freshman Parent Meeting</td>
<td>7:00 p.m., Auditorium</td>
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<td>Tues., Aug. 21</td>
<td>First Semester Begins+</td>
<td>All Students in Attendance</td>
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<tr>
<td>Mon., Sept. 3</td>
<td>Labor Day</td>
<td>No School</td>
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<tr>
<td>Thurs., Sept. 6</td>
<td>Back-to-School Night</td>
<td>Parents/Guardians Attend</td>
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<td>Fri., Sept. 7</td>
<td>Staff Development Day</td>
<td>No School for Students</td>
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<tr>
<td>Mon., Oct 8</td>
<td>Columbus Day Federal Holiday</td>
<td><strong>ALL CLASSES IN SESSION</strong></td>
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<tr>
<td>Wed., Oct. 24</td>
<td>Parent-Teacher Conferences</td>
<td>Late Start at 10:00 a.m.</td>
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<td>Thurs., Oct. 25</td>
<td>Parent-Teacher Conferences</td>
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<td>Fri., Oct. 26</td>
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<td>Wed., Nov. 21</td>
<td>Staff Development Day</td>
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<td>Thurs., Nov. 22 – Fri., Nov. 23</td>
<td>Thanksgiving Break</td>
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<td>Wed., Dec. 19 – Fri., Dec. 21</td>
<td>First Semester Final Exams</td>
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<td>Mon., Dec. 24 – Fri., Jan. 4</td>
<td>Winter Break</td>
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<td>Mon., Jan. 7</td>
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<td>Tues., Jan. 8</td>
<td>Second Semester Begins</td>
<td>All Students in Attendance</td>
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<td>Mon., Jan. 21**</td>
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<td>Mon., Feb. 18</td>
<td>Presidents’ Day</td>
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<td>Mon., March 4</td>
<td>Pulaski Day</td>
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<td>Mon., March 25 – Fri., March 29</td>
<td>Spring Break</td>
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<td>Mon., May 27</td>
<td>Memorial Day</td>
<td>No School</td>
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<td>Fri., April 19</td>
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<td>No School</td>
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<td>Thurs., May 30</td>
<td>Last Day of Student Attendance*+</td>
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<td>Fri., May 31</td>
<td>Staff Development Day</td>
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<tr>
<td>Sun., June 2</td>
<td>Graduation</td>
<td>3:00 p.m., Stadium</td>
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<td>Mon., June 3 – Fri., June 7</td>
<td>Emergency Days</td>
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+ First and last school days of the year are full days.  
* If no Emergency Days used.
HIGH SCHOOL, YEAR BY YEAR

Here are some of the key things to know about each of your student’s four years with us. For further details, visit oprfhs.org > Academics > College & Career > College Planning Timeline.

FRESHMAN YEAR FOCUS:

- Make a successful transition from middle school.
- Create a four-year plan for high school.
- Continue/develop excellent study habits.
- Get involved in at least one activity, club, or athletic.

KEY EVENTS:

- **Freshman transition meetings:** From mid-September to mid-October, counselors meet with each of their freshmen one-on-one to establish rapport and connection, to get a sense of the student’s strengths and interests, and to identify an activity or club the student is interested in trying.
- **Progress monitoring:** Once mid-quarter reports are mailed home, five weeks into the school year, counselors meet with students who are failing any classes.
- **Four-Year Plan meetings:** Counselors meet with students individually to look at first-semester grades and build a plan for the remaining three years’ worth of courses. This is a working document and can change as a student’s goals change.
- **Introduction to Naviance:** This software tool enables students to build a profile that helps identify college and career options that are a good fit for them. Naviance is the best one-stop place to search for college and majors suited to a particular student.

SOPHOMORE YEAR FOCUS:

- Deepen involvement in extracurriculars. The level of involvement and accomplishment is more important than the number of activities.
- Become familiar with Naviance, the school’s online tool for matching students’ strengths and interests to particular careers and colleges.
- Build your student portfolio.

KEY EVENTS:

- **Individual conferences:** Held with counselor if student is not performing well.
- **Group lesson on noncognitive skills:** These are skills that contribute to success, such as grit and resilience.
- **Adjustments to Four-Year Plan:** In the winter, students meet one-on-one with their counselors to review and, if needed, update their plan.
- **Sophomore College Night:** Counselors present to parents about Naviance.
- **Sophomore meetings:** In early spring, students meet by counselor groups to learn about Naviance and SAT and ACT college entrance exams.
- **Group lesson:** Discussion of taking practice SAT during junior year to identify strengths and weaknesses and where a student needs to shore up skills.
JUNIOR YEAR FOCUS:

- Take the PSAT if desired (required qualifier for National Merit Scholarship consideration).
- Earn excellent grades. Grades are important throughout high school, but junior year grades are particularly key. They indicate to colleges how well a student does in advanced courses, and they are used to determine scholarship and grant eligibility.
- Identify college major and/or post-secondary career options.
- Begin the college selection process. Attend college fairs, visit College Callers (see below), tour prospective colleges/universities.
- Prepare to apply for college. Draft application essays, collect writing samples, assemble portfolio or audition tapes.

KEY EVENTS:

- **College Callers:** Representatives from various colleges are available at specific times during the school day to share information with students. You can find the schedule of College Callers at oprfhs.org > Students > College & Career Information > College Callers.
- **College visits:** This is the semester students typically begin making visits with their families to prospective colleges.
- **Junior/Senior Financial Aid Meeting:** Counselors give a thorough presentation on the process of applying to colleges for financial aid.
- **Junior Parent College Night:** Counselors detail the college search process.
- **Small Group College Meetings:** Counselors discuss with students how to conduct a thorough college search to find a good match.
- **College Planning “Booster Shots”:** Individual meetings as needed to discuss the college search process, SAT/ACT prep, etc.
- **SAT:** OPRF administers free SAT for juniors in April.

SENIOR YEAR FOCUS:

- Apply to colleges.
- Apply for financial aid. Visit the OPRF Scholarship Foundation page (oprfhs.org > Academics > Scholarships and Financial Aid) to learn about locally funded scholarship opportunities.
- Prepare for post-secondary career choice.
- Stay on track for graduation.
- Graduate!

KEY EVENTS

- **Senior College Parent Night:** Learn the nuts and bolts of the college application process.
- **Individual meetings:** One-on-one meetings with counselors to discuss each student’s post-secondary plans, whether applying to college or preparing for other options.
- **Junior/Senior Financial Aid Meeting:** Counselors give a thorough presentation on the process of applying to colleges for financial aid.
**ABSENCES AND TARDIES**

*How will the school let me know if my child shows up late or doesn’t arrive for first period?*
You will receive an automated phone call that evening. Skyward is updated in real time, so you can log into Family Access anytime for up-to-the-minute information.

*The student handbook says I have to call Attendance by 9:00 p.m. for my child’s absence to be excused. Don’t you mean 9:00 a.m.?*
No, we really do mean you have until 9:00 at night on the day of the absence. You can leave a voicemail 24 hours a day at 708-434-3104.

*Is there a limit on the number of excused absences?*
Twelve total absences during any semester, whether excused or unexcused, will result in the student losing credit for the course with a grade of either NP (no credit—passing at the time the N grade was issued) or NF (no credit—failing). Please note: Assigning NP or NF is now automatic.

*Do field trips, AP exams, college visits, etc., count toward the 12-excused limit?*
School-required/-sponsored activities, such as field trips, AP exams, and meetings with a counselor, dean, or social worker, do not. Absences that are at the discretion of the parent, such as college visits, do.

*What about unexcused absences?*
Six unexcused absences during any semester will result in a grade of NP (no credit—passing) or NF (no credit—failing).

*What’s the “10-minute rule”?*
During the first 10 minutes of a class period, a student who is late must get a tardy slip from one of the Safety and Support Team members stationed throughout the building. Beyond the first 10 minutes, a student who is late will have an unexcused absence.

*If I call in to say my student will be late to a class, can the tardy be excused?*
No. To avoid missing class time, we encourage families to schedule appointments outside school hours whenever possible. The Attendance Office will not accept parent call-ins to excuse the first, second, third, or fourth tardies, even for a legitimate reason, such as a doctor’s appointment. We allow these four tardies.

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**Good to Know**

While we do not excuse a student for being late to class, we do excuse a student for missing an entire period—although obviously we do not encourage this. If missing class is unavoidable, call Attendance ahead of time and let the staff know which periods will be missed.

Before leaving the building, your student should go to the Attendance Office for a dismissal pass, then check back in with Attendance upon returning.

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Before leaving the building, your student should go to the Attendance Office for a dismissal pass, then check back in with Attendance upon returning.
**What happens with the fifth tardy?**

For tardies five through 11, a student must serve a one-hour detention per tardy. However, if one of these tardies is for a legitimate reason, the student may avoid detention by bringing in documentation to have the tardy excused. Acceptable documentation includes a doctor’s note, a court appearance notice, an obituary, etc. A parent/guardian note is not acceptable.

When students are given a tardy slip, they should look at it carefully as it has both the date the tardy was accrued and the date by which the detention must be served. The detention must be served by the end of the following school day. Before or after school, students may serve detention time in the Tutoring Center, where each 30 minutes served clears an entire hour of detention.

**But what if the fifth tardy is because the PACE bus was late? How am I supposed to document that?**

When a PACE bus is late, we have a whole cluster of students who are late and can easily confirm that is the reason.

**My child texted me she’s sick and needs to come home. Why does she have to see the nurse before being excused? Why can’t I just call Attendance to say I’m picking her up?**

We are still responsible for the student and need to be sure a student doesn’t require more serious care. Also, we track the reasons students leave school sick. We need to be aware of any trends, particularly with communicable illnesses.

**Why can’t a person listed as an Emergency contact call my student in?**

A parent or guardian is the party responsible for a student, so only one of these family contacts may call in a student as absent.

**My student needs to leave in the middle of the class period for an appointment. Can he just get a pass from the teacher?**

No. Teachers may write hall passes but not dismissal passes. If a student is planning to leave the building during a class, he should go to the Attendance Office before that class to get a dismissal pass. This shows the teacher he is excused to leave and saves time so your student can leave quickly.

**My student is 18. Why can’t she call herself in late or absent?**

Unless a student is emancipated and living on her own, we consider the parent or guardian still to be responsible for the student.

**Academic Support**

What kinds of academic support do you offer for struggling students?

Students who need extra help in a particular subject can visit the Tutoring Center before and after school and during study hall or lunch (see Tutoring Center).
We also offer the programs listed below. More detailed information is available in the online Academic Catalog, at oprfhs.org > Academics.

- **Special Education courses:** Math, English, writing, health, recreation and leisure, study and organizational skills, social and basic life skills.
- **Reading and Literacy Programs:** Classes for recommended freshmen, sophomores, and juniors.
- **Academic Learning Program:** Includes the Academic Enrichment class, where students receive support in developing and applying positive academic behaviors, and In-School Credit Recovery, which provides students who need to make up credits with hands-on support in completing online courses.

## ACTIVITIES AND CLUBS

**How do we find out about the different clubs?**
The Student Activities office (Room 174), across from the big curving staircase in the main lobby, has a list of activities and clubs with the sponsors’ names and meeting times. You also can find the listing online at oprfhs.org > Activities/Arts.

**How can my student find out about the first meeting of a particular activity or club?**
Almost all activities that require a tryout are announced during second period (see oprfhs.org > Activities/Arts > Daily Bulletin). Others may or may not be announced. The list described above includes the meeting times, or a student can check with the Student Activities office (Room 174). The official kickoff for our activities and clubs is the lunchtime Activities Fair that takes place annually in mid-September. During their lunch period, students can visit tables for various activities and hear from other students what they’re all about.

**If my student didn’t join a club in the fall or first semester, is it too late?**
Not at all. Most clubs and activities are open to students all year.

## ATHLETICS

**How do I get my child signed up for a sports team?**
Registration for all teams must be done in person in the Athletic Office.
When do I register my child for a fall sport?
Registration for fall sports opens in early July (check our website for the current year’s date).

When are tryouts for fall sports?
Mid-August, the week before classes begin.

What if we are on vacation that week?
We generally do not accommodate late tryouts, particularly at the varsity level.

Is there a fee to try out?
No. All student athletes must pay a $55 athletic participation fee for each sport in which they participate, but it is due only after tryouts are complete and the student has made the team.

My incoming freshman had a physical in April. Can that count for the physical she has to have for her sports team?
Yes. However, for student athletes, the best date for a physical is after May 1. The physical exam is good for 395 days, so you want to avoid its expiring and then having to schedule a second physical during the next school year. A freshman physical after May 1 counts for school enrollment and the athletic physical.

Can I mail in the Athletic Participation Form and the annual physical?
No. These must be hand delivered to the Athletic Office during the appropriate registration dates for each sport, which begin on the following schedule:

- **Fall sports** (football, cheerleading, cross country, drill, field hockey, golf, boys soccer, girls swimming/diving, girls tennis, girls volleyball): First week of July
- **Winter sports** (basketball, girls gymnastics, boys swimming/diving, track, wrestling): First week of October, except track, which is first week of December.
- **Spring sports** (badminton, baseball, lacrosse, girls soccer, softball, boys tennis, boys volleyball, water polo): First week of February.

**Words of Wisdom**

New parents, don’t miss Back-to-School Night. It’s incredibly informative. Students can go, but it’s really intended just for parents, because there isn’t room for all of the parents and students. That said, if you can’t attend unless you bring your student along, go ahead.

— Posting on the OPRF High School Parents Facebook page

**BIKES**

Any tips to prevent bike theft?
Lock your bike with a U-lock! Cable locks are too easy for thieves to cut. You’d be surprised at the number of bikes students leave unlocked. If our security staff spots an unlocked bike, they bring it in for safe-keeping, so tell your student to check the Welcome Center if their bike is missing.
BILLS, SURPRISE

My kids couldn’t get their schedules because they had obligations I didn’t know about. How did that happen?

Typically, this is due to students replacing lost IDs ($5 each) or locks ($5 each) for which they forgot the combination—sometimes multiple times. You can check your current obligations by clicking Fee Management in your Family Access account.

BOOKSTORE

Which of my student’s books can I get at the Bookstore?

All textbooks. Novels, workbooks, and initial art kits covered by the Instructional Material Fee are handed out by classroom teachers.

Can I buy a parking permit at the Bookstore?

No. Optional purchases, such as theater tickets, band uniforms, parking permits, etc., can be purchased via our online store. Go to oprfhs.org and click on Web Store, under Quick Links.

What else does the Bookstore sell?

The TI Nspire calculator, PE uniforms, replacement copies of novels and workbooks, Ventra student cards, miscellaneous school and art supplies.

Is it true I can pay fees in the Bookstore?

Yes. The Bookstore is our bursar, which means the Bookstore staff:

- Accepts payment for any obligations billed through Skyward.
- Determines eligibility for fee waivers.
- Sets up payment plans for the Instructional Materials Fee and TI Nspire graphing calculator.
- Sends out monthly statements with all fees due.

Can I add money to my SNAP account in the Bookstore?

No. Add money to your food-service account via Family Access.

Can I use my ID/SNAP account to pay for items in the Bookstore?

No.

Words of Wisdom

Do not underestimate the weirdly productive atmosphere of the Oak Park Public Library. Seriously, if you have to study or write a paper, go over there with your laptop, go to the quiet zones, pop in your earbuds, and prepare to be amazed by how much you get done. I also recommend the SelfControl app, which blocks specific sites that you might use to procrastinate, and mynoise.net, which provides free, customizable background noise to help focus you.

—Fiona Fimmel

Class of 2014
**BUILDING HOURS**

*When is the high school open?*
During the school year, our Welcome Center, just inside the Main Entrance, is staffed Monday through Friday from 7:00 a.m. - 10:00 p.m. During the summer, the Welcome Center is staffed Monday through Friday from 7:30 a.m. - 3:30 p.m.

**BUS SERVICE**

*Can students take a bus to school?*
The district does not offer bus service, other than for some students in special education. Several PACE buses provide service near OPRF, including the 309 (Lake Street), 313 (Lake Street), and 315 (Ridgeland Avenue).

*Can I get a discounted-fare bus/train pass for my student?*
Yes. A student-discount Ventra card allows students to pay a reduced rate on public transportation (CTA or PACE) from 5:30 a.m. until 8:30 p.m. on weekdays during the school year. The Bookstore no longer sells these cards. Please visit [www.ventrachicago.com/students](http://www.ventrachicago.com/students) for information on how to get a card or search the word Ventra on our website. **NOTE:** The student rate is not good indefinitely. If you have a card from the previous school year or summer school, you must renew it every fall. Ventra anticipates posting the 2018-2019 forms by mid-August. (We plan to have the renewal form available in the Bookstore as well.)

**CHROMEBOOKS**

*My children need to get help with their Chromebook. Where can they go?*
The Makerspace/Student Helpdesk is open in Room 293E (middle corridor, adjacent to the Tutoring Center) Monday – Friday, 7:30 a.m. – 3:30 p.m. Help also is available simply by emailing Helpdesk@oprfhs.org (automatically opens a ticket) or by calling 708-434-3737, option 2.

*Where do we get a new Chromebook charger?*
Purchase a new one in the Bookstore for $30.

*My child needs to print out homework, and we don’t have a printer at home. Where can they print?*
In the Tutoring Center (Monday – Thursday, 7:00 a.m. – 5:00 p.m., including Late Arrival Wednesdays; Friday, 7:00 a.m. – 4:30 p.m.) and in the Library (Monday – Friday, 7:30 a.m. – 3:30 p.m.).

**CLUBS AND ACTIVITIES**

See Activities and Clubs.
**College, Alternatives to**

Not every student is interested in going to college. What options do you offer for these students? We have a variety of career and technical education (CTE) classes that can enhance opportunities for students who prefer to get into the workforce after high school, such as automotive technology, cosmetology, nurse assistant, and restaurant management. In addition, we have a partnership with Triton College that allows students to earn both high school and college credit for a single class. Ask your student’s counselor for more information.

**Computer Proficiency Test**

What is the Computer Proficiency Test? Demonstrating computer proficiency is a graduation requirement. Students may satisfy the requirement by achieving a qualifying score on the local computer proficiency test. This optional test is given the third Wednesday of the second, third, and fourth quarters. An additional test date is scheduled during the third quarter. Students may register for the test as long as they are not currently enrolled in one of the classes that satisfies the requirement. (See the Academic Catalog, online at oprhs.org > Academics.) Only about 30 students are allowed to sign up for each test, and students must register, as the computers are personalized for each student who is taking the test.

Students must pass the test by the end of junior year, or they will have to meet the graduation requirement in one of two ways: taking a course that satisfies the requirement during senior year or taking a correspondence course. Note that computer science courses do not meet this requirement, as they are considered math courses.

**Contact Information, Updating**

I have a new cell phone number or a new address. How do I update my contact info on file? If your address, email, or phone contact information changes once the school year begins, contact the Registrar (registrar@oprhs.org, 708-434-3262), who will update your Skyward/Family Access account.

**Counselors**

The high school is so huge that I’m never sure where to go with my concerns. Your student’s counselor is your go-to person. If counselors don’t have the answer, they at least know whom to ask. Encourage your student to develop a relationship with his or her counselor, who will be the same person all four years of high school. In addition to providing guidance about academics and college/post-secondary options, counselors do a lot of personal counseling and problem-solving. Having
a relationship with the counselor can make a big difference in student success, and counselors welcome students to make an appointment to chat or ask questions, even if they don’t have big issues to address.

My student’s counselor hasn’t returned my phone messages. What should I do?
Send an email. With caseloads of roughly 230 students, counselors are meeting with students or Pupil Support Services teams much of the day. If it’s an emergency situation and you want to leave a voicemail, also send an email saying that you have an emergency and need to speak with the counselor as soon as possible; counselors sometimes can respond to an email during a meeting. You also can call the counselor’s secretary or contact your student’s Student Intervention Director (SID). Refer to pages 3-4 for contact info for each Pupil Support Services Team.

COURSE REGISTRATION

How can I get a copy of the classes for which my student has been recommended?
For sophomores, juniors, and seniors, recommendations are sent home via regular mail. Incoming freshmen receive their recommendations at the Incoming Freshman Course Selection Night, which takes place in February of eighth grade. If you can’t attend, please contact the principal’s assistant, Deloris Collins (708-434-3505, dacollins@oprhs.org), to make arrangements to pick up your packet. After your student has submitted course selections, you will receive a list of his or her requested courses via regular mail. The courses will be listed in no particular order, and this is not the student’s schedule. The schedule becomes available during Schedule Pickup Week in August.

Why don’t you have a printed course catalog?
To save resources and taxpayer dollars, we provide as much information as possible in electronic form only, including the academic catalog. To download a PDF of the catalog, go to oprhs.org > Academics > Academic Catalog. You can print the PDF yourself or request that a printed copy be mailed to you by clicking “Request a printed copy.”

Words of Wisdom

My first year I didn’t really get involved, mainly because I was concerned about what other people were thinking about me. So sophomore year, I joined marching band. Clearly, I was throwing any half-hearted attempt to be “cool” straight out the window. But you know what? I had a great time.

Junior year, after getting fed up with the noise and confusion and strange social pressure of the lunchroom, I decided to start eating in the band room. After some friends started joining me, I had something to look forward to every single day.

Find a place where you feel comfortable, with people you like! Get involved. Make friends with a teacher. Stop worrying what anybody else is thinking, because the truth is, nobody cares if you’re a cheerleader or a poet or band geek. I never saw a large school as somewhere to get lost. Instead, it’s somewhere anyone can find their place.

—Abby Resek
Class of 2013
My friends say their children have registered for next year's classes, but mine haven’t. Did we miss a deadline?

Each grade level registers for next year’s courses over a period of several weeks. With a caseload of around 230 students per counselor, this process takes some time. Sophomores and juniors meet with their counselors in groups in mid-November, then in one-on-one meetings from November through March, to finalize their selections. Freshmen meet with counselors one-on-one in January and February.

How can I find out which classes my student registered for?

The counselors will mail the list of courses a student has selected to your home. Keep in mind this is not the student’s final schedule, which is not available until Schedule Pickup Week in mid-August.

My child should have been placed in a higher level course. What do I do?

Course recommendations are not written in stone, and parents have the right to override them. Before doing so though, you’d be wise to have a conversation about the reasons for the recommendation, as well as the pros and cons of moving up. For incoming freshman parents, contact your student’s counselor. Other parents should contact the student’s current teacher. Keep in mind that if a student moves up a level and the work proves too difficult, the student generally can move down if space is available—but know that if the student is getting at least a C, the first suggestion likely will be that the student put in more effort. Also, moving down may necessitate changing the student’s entire schedule, which can be a problem if the student is happy with the rest of his or her classes.

Can a student withdraw from a class?

Yes, but only within a certain time frame. When a student withdraws during the first six weeks of a semester, the transcript will not include the course at all. If a student withdraws after the sixth week but before the end of the ninth week of a semester, this is noted on the transcript, though it is not computed in the grade point average (GPA). Withdrawing during the final nine weeks of a semester results in a mark of “WF,” or zero points, which is computed in the GPA.

DEAN’S LIST

See Honor Roll.

DEANS OF STUDENTS

What do the deans of students do?

Previously called student intervention directors or SIDs, deans are a part of each student’s Pupil Support Services team, along with the counselor and a school social worker (see page 3). Deans help ensure a safe learning environment by working with students, as well as the family, counselor, teachers, and support personnel, to assist students with behavioral issues, student conflicts, and any other issues affecting student safety and success.
**DETENTION**

*Where do students go to serve detention?*
Before or after school, students may serve detention time in the Tutoring Center, where each 30 minutes served clears an hour of detention. (The Tutoring Center opens at 7:00 a.m., including Late Arrival Wednesdays, and remains open until 5:00 p.m. Monday – Thursday, and until 4:30 p.m. on Friday.) Otherwise, students go to Room 434 before school (7:10-7:50 a.m.), during their lunch, or after school (3:10-5:50 p.m.). Note that a “one hour” detention actually is only 40 minutes long.

**Tip for students:** When students are given a tardy slip, they should not throw it away! It has both the date the tardy was accrued and the date by which the detention must be served. Detentions must be served by the end of the following school day.

**DRIVER ED**

*My child isn’t interested in learning to drive right now. Do they have to take Driver Ed?*
Yes. Thirty hours of class work in Driver Ed is a graduation requirement.

*My student turns 15 in September. Can they take Driver Ed first semester?*
No. Students must be 15 by the beginning of the course.

*Can I get a refund if my child takes driver education someplace else?*
Yes. The sophomore district fees include driver education, and you may qualify for a refund of $175. Contact Driver Education Department Chair Dan Kleinfeldt (708-434-3253, dkleinfeldt@oprfhs.org) for information on required documentation.

**DROPPING OFF STUDENTS**

*Is dropping off students at the Main Entrance really as bad as I hear?*
Yes. Do everything you can to avoid Scoville Avenue between 7:30 and 8:00 a.m. Otherwise, plan to spend a good half-hour tied up in traffic around school. Unless your child is injured, save yourself time and aggravation by dropping off your student a couple of blocks away.

**FACEBOOK FOR PARENTS**

Though OPRF has an official Facebook page, the independent, parent-run OPRF High School Parents Facebook page—with about 2,100 members—is where a lot of conversation among parents and guardians happens. It’s a closed group, so after you click “join,” your request has to be approved by the moderators of the group.
FAMILY ACCESS/SKYWARD

What is Family Access?
Similar to the PowerSchool portal used at the Oak Park and River Forest middle schools, this is our online parent/guardian tool for:

- Requesting an update to your contact information.
- Checking your student’s grades, attendance, and discipline information.
- Paying school fees.
- Adding money to your child’s lunch/SNAP (School Nutrition Accountability Program) account.
- Receiving messages from your student’s teachers.

What is Skyward?
Just another name for Family Access. Download the mobile app by searching the app store for Skyward.

How do I update my information in Family Access?
Log in to your account and click the Student Info tab on the left side of the screen. Then click Request Changes in the upper right. If you have any problems contact familyaccess@oprfhs.org or 708-434-3737, option 1.

What can students see in Family Access?
They have their own login and can see their grades and attendance and discipline information. To avoid having contact information changed without your knowledge, do not give your student your login.

How often should I log in to my Family Access account?
The more supervision your student needs, the more often you should check. But we suggest sitting down with your student and checking grades at least once a week. Pick a standing time to check in so your student expects that you’ll be monitoring his or her work.

FINAL EXAMS SCHEDULE

What is the schedule for finals?
Finals are held the last three days of the semester, on the following schedule:

<table>
<thead>
<tr>
<th>Bell Schedule</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 - 10:00 a.m.</td>
<td>1st period class</td>
<td>2nd period class</td>
<td>3rd period class</td>
</tr>
<tr>
<td>10:15 - 11:45 a.m.</td>
<td>7th period class</td>
<td>8th period class</td>
<td>6th period class</td>
</tr>
<tr>
<td>12:00 - 1:30 p.m.</td>
<td>4th period class</td>
<td>5th period class</td>
<td>Makeup</td>
</tr>
</tbody>
</table>
FOOD SERVICE ACCOUNT

How do I add money to my student’s lunch account?
Log into your Family Access account, click Fee Management on the left side, then click Make a Payment. Choose Food Service Payment, then use a credit card to add money to your student’s SNAP (School Nutrition Accountability Program) account. The money is available immediately. Students choose their food, run their ID card through the card reader, and the cost is deducted from their account.

Are there a la carte lunch options?
Yes. In addition to the varying meals on the school lunch menu, we have a list of items available every day. Students can choose either individual items or a combo meal, which consists of a main dish (protein), bread/grain, fruit, vegetable, and half-pint of milk. Students can choose any three, four, five, or six parts of a combo lunch. The price ranges from $3.25 to $5.50.

A lot of parents are surprised by how quickly their students deplete their SNAP accounts. To see what your child has been buying with the money (pizza? cookies? sushi?), go to Family Access > Food Service.

FRESHMAN PARENT MEETING

What happens at the annual Freshman Parent Meeting? How long does it last?
The meeting, held on freshmen’s first day, lasts about an hour and is run by the students’ counselors in 12 different groups. There is lots of good info on school start up, expectations, what to do when a student struggles, resources in the building, etc. This is a chance to meet your student’s counselor and start your own relationship with him or her.

GRADERS

Where can I find my student’s weighted and unweighted grade point average (GPA)?
Log in to your Family Access account and on the lefthand side, click on Portfolio. Grade and progress
reports are listed with the most recent one at the top. GPA is updated after each semester, not quarterly.

**Why can’t I log into Family Access and see my student’s grades at the end of the semester?**

Grades become inaccessible during two periods of the year: first semester, beginning on the first day of final exams, and second semester, beginning on the first day of senior final exams. Gradebook reopens to families a few days after the semester ends. We follow this practice because grades can be in such flux at the end of the semester and may not accurately reflect what the final grade will be. Closing Gradebook provides teachers with the time to complete all of their grading for the semester.

**I was surprised when my student got a D on his report card. Why didn’t I know earlier?**

Your student likely was receiving at least a C early in the quarter, or you would have received a Mid-Quarter Failure Warning, which is mailed to the home of any student whom the teacher reports as receiving a D or F by the midpoint of the nine-week grading period. With five classes to teach each day, teachers typically contact parents personally only if a student is failing a class. So regularly sitting down with your student to check his or her grades in Family Access is essential. Teachers have been asked to update their grade books at least every two weeks. If you find that grades are not being updated regularly, the first step is to contact the teacher directly. If you have done this and infrequent updates continue to be an issue, contact the division head.

**I don’t understand how my child could have gotten an F. I know the class isn’t that difficult for her.**

Understandably, for most parents, an F is ominous and means failure—their student tried but just was not able succeed. However, much of the time it is not a question of ability but rather that a student simply has not turned in assignments. In addition, some teachers give zeros for quizzes that a student missed due to an unexcused absence. Before contacting a teacher about an F, you may want to check your student’s grades in Family Access and have a conversation with your child about the importance of doing assignments.

**Is it true that students don’t get credit for taking all honors level classes?**

Students earn extra points toward their grade point average by earning an A or B in certain honors and AP courses (see the Academic Catalog). There is no limit to the number of honors level courses a student may take. However, there is a limit to the number of honors level points that a student may receive per semester. A student may receive points for up to three honors/AP courses in any one semester. “Extra” points from one semester may be carried forward to subsequent semesters. A maximum of 24 honors level points will be included in the calculation of the weighted grade point average.
**How do I find out my student’s class rank?**

Like many high schools, OPRF stopped publishing students’ class rank several years ago.

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### HOMEWORK

**I think some of my student’s teachers give too much/not enough homework. How much homework are they supposed to have?**

There’s no hard and fast rule, but you should expect a jump in the amount compared to middle school. At a minimum, students typically should be spending at least an hour or two doing homework and preparing for tests and quizzes each day. In honors and AP classes, you should expect more. If your student is regularly telling you he or she did his homework during school, you should probably verify this with the teacher. If you’re concerned about the amount of homework, contact the teacher with your concerns.

**How does an Inbox/Outbox work?**

This is the electronic system some teachers use to post and receive homework assignments. Outbox is where assignments are posted, and Inbox is where students post their completed work.

**What is the policy on making up homework when a student is absent?**

Each teacher determines his or her own makeup policy, and some policies are more strict than others. The key here is communication! Teachers appreciate proactive communication. At this age, students should be learning to take responsibility for finding out what work they missed. If at all possible, have your student contact teachers during or right after the absence for the policy on making up work.

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### HONOR ROLL

**How do I find out if my child made the Honor Roll?**

The first time your student makes the Honor Roll, you’ll receive a letter from the superintendent and principal. We don’t send notification for subsequent times. Students make the Honor Roll by earning at least a 3.0 unweighted grade point average in a minimum of four full-credit courses. (Grades in physical education, driver education, and academic support programs are excluded.) Students who earn a superior unweighted grade point average of 3.5 or higher will have their names placed on the Dean’s List, which is a different distinction from the Honor Roll.

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**Insider Tip**

I downloaded the Skyward app this morning and plan to have my daughter download it too. Easy way to check class grades, assignments, cafeteria fund, etc., on the go. You can find it in the App Store. Free download and quick setup.

—Posting on the OPRF High School Parents Facebook page
ILLNESS/INJURY DURING SCHOOL

Students who are too ill to remain in class or who have been injured are to inform their classroom teacher or other appropriate staff. The student will be issued a pass to go to the Health Services office. If necessary, the nurse will call the student’s parent or guardian to arrange for picking up the student and excuse the early dismissal. Otherwise the absence(s) will be unexcused. In an emergency medical situation, the nurse will obtain the appropriate medical treatment and contact the parent or guardian. Please encourage your student to come to Health Services if he or she is ill instead of contacting the parent directly.

LATE ARRIVAL WEDNESDAYS

What are Late Arrival Wednesdays?
On these days from 8:00 to 9:30 a.m., faculty members meet for ongoing professional development. First period begins at 9:45 a.m., and all class periods are shortened by ten minutes.

Do you provide any reminders about late arrival?
Yes. On the Monday evening prior to each Late Arrival Wednesday, you will receive an email and robo-call reminder.

The robo-calls are annoying. Can I opt out?
No. If your phone number is removed from our Family Access database, you will not receive any calls from the school. We make the robo-calls to ensure that our families who do not have easy access to email receive the reminders.

2018-2019 Late Arrival Wednesdays
First period begins: 9:45 a.m.

<table>
<thead>
<tr>
<th>1st Semester</th>
<th>2nd Semester</th>
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<tbody>
<tr>
<td>September 12 and 26</td>
<td>January 16 and 30</td>
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<tr>
<td>October 3 and 17</td>
<td>February 13 and 27</td>
</tr>
<tr>
<td>November 7 and 28</td>
<td>March 13 and 20</td>
</tr>
<tr>
<td>December 12</td>
<td>April 3 and 17</td>
</tr>
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<td></td>
<td>May 1 and 15</td>
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</table>
LIBRARY

How can I prepare my child to be ready for research at the high school?
Make sure your student has a public library card and visit the branches in Oak Park and River Forest. Also, be sure your child knows about the resources at the OPRF Library.

Which of your resources can my student access from home?
The online catalog, our eBook collection, a variety of databases, and many other tools. Visit the OPRF Library homepage (oprfhs.org, click on Student Resources tab) to learn more.

What are the hours the Library is open?
Monday – Friday, 7:30 a.m. – 3:30 p.m., including Late Arrival Wednesdays.

When can students visit the Library?
Before and after school and, with a hall pass, during study hall or lunch.

LOCKS

See Bills, Surprise.

LOST AND FOUND

My student lost his jacket/keys/cell phone/wallet….Where’s the lost and found?
For books and backpacks, the Bookstore. For all other items, Security Room 264 (second floor, next to the big curving staircase in the main lobby). Sometimes the office is not staffed, in which case a student can go to the Welcome Center and request assistance.

MAP OF SCHOOL

Why can’t I find a map online? I want to look at it before I come for Back-to-School night and parent-teacher conferences.
For security, we don’t have a page with floor maps on our website. But you can find them in the Student Handbook that is issued each year to your student.

MEDICATION AT SCHOOL

Students may not possess or consume any medications, including over-the-counter medications, without the express written orders of a physician. Designated faculty and staff members will administer all medication during school hours and during school-sponsored activities. Parents should make every effort to give prescribed doses of medication at home. Medication will be administered only when it is necessary to maintain the student in school.
MENTAL HEALTH HOTLINE

I’ve heard there’s a new resource for students?
Yes, the high school has worked with elementary districts 90 and 97 to implement a new text hotline for students called support4U. Any student who wants help for themselves or for a friend with feelings of sadness, confusion, anger, despair, upset, etc., can just text HELP 24 hours a day to 844-670-5838. This is a completely confidential, anonymous call. Within a few minutes, a clinical social worker will respond to provide the student with available resources in the school and community. Typical reasons students call include anxiety, depression, substance use, suicidal thoughts, eating disorders, bullying, and abuse.

NAVIANCE

What is Naviance?
Students use Naviance to build a profile and see which majors and what colleges might be a good fit. The program provides a wealth of information and feedback. For instance, a scattergram showing where OPRF students with a particular GPA have gone to college can be helpful in shaping goals and expectations about where an individual student may go. Freshmen receive an introduction to Naviance second semester. Parents are formally introduced to the program sophomore year, but it’s a good idea to become familiar with it even earlier if possible; ask your student to show you.

Words of Wisdom

- Make your child attend summer school the summer after 8th grade. Take Health or Consumer Ed. and something else. A MUST DO!!!
- Put your counselor and Student Intervention Director (SID) on speed dial. Get to know them.
- Don’t write or call the principal. If you don’t like what is going on in a class, call the teacher. Don’t like the answer? Call the division head.
- Make sure your student knows his or her password to Skyward. Make your child show you their grades weekly. Make your student join a club, sport, publication, something...their freshman year.
- Use Driver Ed. as leverage.
- Start talking to your student about college NOW!!! It is expensive, and many kids don’t get that. Be honest about your means and their desires.
- Keep your child physically active, perhaps by modeling that yourself. If you don’t belong to one, join a gym. Talk about working out. Encourage your child to join you.
- Last and not least...READ IN FRONT OF YOUR CHILD! Discuss the news, or the novel you are reading. Vary your reading. Read some nonfiction. You have to show your child that life is one long reading and writing experience. —James Paul Hunter
  Retired English teacher
Newscene

I heard there’s a student news show. How can I watch it?
Newscene is OPRF’s bi-weekly television show highlighting activities, sports, and other happenings around the school. Students in the television department produce the show, which airs on Comcast Channel 6 and AT&T Channel 99 on Tuesdays and Thursdays at 6:00 and 11:00 p.m. Newscene, our bi-weekly video announcements, and other video programs also can be viewed online at oprftv.com.

Off-Campus Lunch

Which students can go off campus for lunch?
Juniors and seniors whose parents have clicked “yes” for off-campus in Family Access. Students also must have no more than five tardies or one unexcused absence in a given four-and-a-half week period, be passing all courses (i.e., no F’s) at the mid-quarter or end of quarter, and have no Code of Conduct infractions in the “loss of classroom instructional time” or “jeopardizing my education” categories.

How do I change my student’s permission in Family Access?
1. Log in to Family Access.
2. Click on “Student Info” on the left side.
3. Click on “Request Changes for <Student’s Name>” (near the top right).
4. Click on “Student Information.”
5. You will see a section entitled “Allow Publication of Student’s Name for:” toward the bottom. This is the section that contains the off-campus lunch, military, media, and student directory options.
6. Make any changes you wish to the options in that section.
7. Click the “Save” button.

If you have any questions, contact familyaccess@oprfhs.org.

Online Classes

Can my student earn credits through online courses?
Yes. A student may earn up to four online/correspondence course credits toward meeting graduation requirements. OPRF does not endorse any particular correspondence program; however, the majority of online credits earned by our students are through the BYU Independent Study program (is.byu.edu), which is part of Brigham Young University. Before registering for any online program, consult your counselor to be sure the course does in fact meet graduation requirements.
OPRFHS SCHOLARSHIP FOUNDATION

What is the scholarship foundation?
Since 1924, the OPRFHS Scholarship Foundation has awarded college scholarships to graduating seniors who have demonstrated academic excellence, initiative, and leadership during their time in high school. The Scholarship Foundation currently manages more than 65 separate scholarship funds covering a wide spectrum of student interests, including history, technology, business, the arts, English, science, and athletics. A final listing of all 2017 community scholarships will be posted on the OPRFHS homepage early in second semester. We encourage you to read through the available scholarships and learn which ones may be a good fit to apply for by the deadline. The application link will be available on the OPRFHS Home Page in February. The Common Application for scholarships must be accessed through the student’s OPRFHS account. Student award recipients will be notified by mid-April.

PARENT GROUPS

What are your parent groups?
Our parent groups typically meet on the days below, but check the school calendar to be sure of any date you wish to attend.

- Community Council: Advisory group to the administration and Board of Education. Third Thursday.
- Huskie Booster Club: Booster group for academics, activities, arts, and athletics. First Wednesday.
- Parents 4 Student Success (P4SS): OPRF’s PTO. Third Monday.

PARENT-TEACHER CONFERENCES

Why do you email only one parent with information about signing up for parent-teacher conferences? My spouse got the email and forgot to tell me.
Our conference signup takes place online, and each family receives an email with your signup password. We email this only to the first parent/guardian listed in your Family Access account to avoid families inadvertently signing up for more than one conference slot per class.

I missed the second set of conferences—how do you notify parents?
Unlike middle school, we hold only one round of parent-teacher conferences, in the fall.

Words of Wisdom
My method for scheduling parent-teacher conferences: Plan your schedule to start at the top floor and work down floor by floor. Allow enough time between periods to get to the next one—don’t book your conferences back to back.

—Posting on the OPRF High School Parents Facebook page
**Parent Visitation Day**

*Can I visit any classes I choose on Parent Visitation Day?*
No. During this annual event, held in early fall, parents may follow the schedule of their students’ current classes only.

**Parking at School**

*The signage on Scoville Avenue is confusing. Where can I park during the school day?*
During the school year, the only place daytime visitors are permitted to park on Scoville Avenue is the handful of one-hour spaces north of the Main Entrance, on the west side of the street. However, even here parking is *not* permitted during drop-off and pickup times, when our buses need to park there. From June 16 – August 14, visitors may park on the east side of Scoville on both blocks of the school. There is additional one-hour street parking on the south side of Ontario between Scoville and Ridgeland.

*Do I have to pay to park in the garage during the school day?*
Yes.

*What are the parking options for nighttime events?*
When we have major evening events, our security department contacts the police department to request that parking tickets not be written on the blocks of Scoville, Erie, Linden, and Lake *that border the school*. Paid parking in the garage is an option as well.

**Physical Education (PE) Makeups**

*What are PE makeups?*
A student may fail PE by accumulating 12 excused or four unexcused absences. Any excused absence in a PE class can be made up within two weeks of the absence; unexcused absences cannot be made up.

PE makeups are offered during the following times:

- Monday – Thursday: 3:15 p.m. in the Weight Room. Requires a pass from the PE Office.
- Monday – Thursday: 3:15 p.m. in the Adapted PE Gym. Sign in with ID.

(continued)

A student who cannot participate in PE for medical reasons and who has a doctor’s note will be placed in a medical study hall. If the student attends as required, the student will receive the grade he had when the medical absence began. If the note is for more than half the semester, the student will receive an M, which provides NO credit. The student may need to enroll into another elective in order to gain the credit required for graduation.
ROOM NUMBERING SYSTEM

What is the deal with the room numbering system? It’s completely confusing.
There actually is a logic to it. Sort of. Start at the southeast corner of the building, by the Athletic entrance. Then begin walking north, toward the Main Entrance. The room numbers begin with 1 and go up from there. When you hit the 20s, take a left down the hallway and walk west to the other side of the building. When you reach the other side, you’ll see the numbers pick up with the 20s again. Head south down this hallway, in the direction of the big crisscross staircase, and the numbers continue to go up into the 40s.

Then if you start up the middle of the building from the south, you’ll find five “islands”—the 50s, 60s, 70s, 80s, and 90s. There are a few exceptions, but for the most part the system holds on every floor. For example 108, 208, 308, and 408 are all in the same place on each floor.

Sounds confusing, but trust us. If you walk the building with this explanation it actually does make some sense.

SCHEDULES

How do we get a copy of my student’s schedule?
Schedules are finalized over the summer and become available for students to pick up in person during Schedule Pickup Week in mid-August, the week before classes begin. They are not mailed to your home. This is to ensure that all fees and obligations have been paid before schedules are released.

SATs

When do students take SATs and/or ACTs? Typically, students take these college admissions tests in the spring of junior year. Juniors have a chance to take the SAT at no cost in April, during the regular school day. Most colleges accept both tests; some don’t require either. SATs and ACTs taken at other times require preregistration and a fee.

How do I register my student?
On the SAT (sat.collegeboard.org) and ACT (actstudent.org) websites. Keep in mind that registration deadlines are as many as five weeks before the test date. NOTE: You will receive notification about how to register for the SAT given to juniors during the school day in April.

SCHOOL PICTURES

When do you take school pictures?
During Schedule Pickup Week, the week before classes start. The photo taken for the student’s ID is the photo that will appear in the yearbook.
**How do I order photos?**
Follow the instructions on the order form in the back-to-school packet posted on our website under *Quick Links*, or order online from our photo vendor, Visual Image Photography (VIP), at vipis.com.

**School Social Workers**

*Does my child need some kind of referral to see a social worker?*
No, they can just contact the social worker on their Pupil Support Services Team (see page 3) to make an appointment for free, confidential help with any personal issues. If their social worker is not available or they prefer to see one of the same gender, they may contact one of the other social workers listed.

**School Supply List**

*Where can I find the school supply list?*
Unlike middle school, we do not have such a list. Individual teachers will inform students about any supplies they need.

**Seniors and Final Exams**

*My student’s AP History teacher gave the final before AP exams started in mid-May. Does my student still need to attend during the days seniors officially take finals at the end of May?*
Yes. Final exam days are attendance days. Students will have an unexcused absence if they do not attend and the absence is not called in by a parent or guardian.

**Senior Portraits**

*When and where are senior portraits taken?*
Families must schedule senior portraits themselves with Visual Image Photography (VIP), the official photographer of OPRF. Portrait sessions take place at the high school during the summer before senior year. (Look for emails and information in the HuskiEmail in early spring.) Make appointments online at

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**Words of Wisdom**
Make sure you are as resourceful as possible. There are many opportunities you can miss out on by not being active in getting help for various things you may need, from tutoring to finding scholarship money for school trips. Make use of your counselor. Fill him or her in on all of your ideas — and do not be afraid to share what you want as far as classes and help with your interests in extracurricular activities or schools. Also, start building relationships with teachers as early as possible, because they will ultimately be the ones looking out for you and writing your letters of recommendation in the near future!

— Kahrion Martin
Class of 2014
studio.il.vipis.com or call 888-975-4676. Sitting for a portrait to appear in the yearbook is free; packages are available for purchase.

**Note:** In order to appear in the yearbook, all seniors must have their photo taken by VIP. Photographs submitted from other studios will NOT be accepted into the yearbook.

**SKYWARD/FAMILY ACCESS**

See Family Access/Skyward.

**SNAP**

See Food Service Account.

**STAYING INFORMED**

*How do I keep up with what’s going on at school?*

Your two best sources are HuskiEmail and the Daily Bulletin. HuskiEmail is the school’s e-newsletter, which automatically goes to all families every Friday classes are in session; you don’t need to subscribe. The Daily Bulletin contains the daily announcements that students hear and also automatically goes to all families, on a daily basis.

**STRATEGIES FOR GETTING INTO COLLEGE**

*What can a student do to get into college?*

The best thing students can do is be strategic about taking the most challenging courses they can handle and do well in them. Everything counts on the academic transcript, which is the passport to the next thing a student wants to do, and having a direction and a plan for life after OPRF is essential. Like it or not, grades and test scores are what matter most to colleges, so if you have concerns about them, talk to your counselor.

Creating a family expectation that your child will go to college is important. Encourage your student to research colleges online. Make formal college visits with your child, not just a quick drive-by if you happen to be passing through town. Attend all college-related parent meetings, and ask counselors any and all questions you may have.

Finally, engaging in extracurricular activities in a meaningful way is key. Colleges would rather see deep involvement in one activity than shallow involvement in a bunch of things.
**STRUGGLING STUDENTS**

*My child is struggling academically. What should I do?*

Contact the teacher. While the goal is for students to become increasingly independent during their four years, parents—especially freshman parents—should not be afraid to express concerns and ask for guidance from the teacher.

You also can contact the counselor, who can set up a meeting with the teacher, student, and counselor. The counselor can model what kinds of questions to ask, which can help a student advocate for himself in the future. Keep in mind that the more information a counselor has, the more helpful he or she can be. Sharing what may feel like private information with counselors can give them a better idea of what is contributing to the student’s struggles and how to address the situation. Counselors are bound to confidentiality and do not release information to teachers unless the parents, and sometimes also the students, have given permission.

The Tutoring Center is a place to get extra help or study in a quiet setting. It’s staffed by our teachers during every period of the day, and we recently hired additional certified teachers just to provide tutoring in math, the most requested subject. The Tutoring Center opens every day before school at 7:00 a.m., including Late Arrival Wednesdays. Monday through Thursday it remains open until 5:00 p.m., and on Friday until 4:30 p.m.

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### Support Groups

Topics vary slightly every year due to student interest and need, but all are led by school social workers. Please speak to your student’s counselor or social worker if you believe a group would be beneficial.

- **Anger Management**: Teaches skills such as identifying triggers and learning coping strategies.
- **Anxiety**: Helps identify negative patterns of behavior and teaches coping skills.
- **Boys**: Addresses the challenges of being a boy at OPRF for students with risk factors that interfere with their success at school.
- **Divorce**: Provides a safe place for students to talk about issues of concern with their peers.
- **Freshman 8-9**: Assists freshmen who participate in the summer 8 to 9 Connection program make a successful transition to high school.
- **Girls**: Addresses the challenges of being a girl at OPRF for students with risk factors that interfere with their success at school.
- **Grief and Loss**: Helps students cope with a significant loss.
- **Latino**: Provides a sense of belonging and unity.
- **Moms**: Supports students experiencing teen pregnancy and motherhood.
- **Organizational**: Assists students struggling with academics due to deficits in organizational and study skills.
- **Self-Esteem**: Develops self-esteem and self-image.
- **Substance Abuse**: Provides support, with the goal of...
**STUDENT DIRECTORY**

*How can I get a student directory?*
Two ways: Buy it in the Bookstore for $10, or become a member of the Huskie Booster Club, which includes a copy as part of your $20 membership.

**STUDENT EMAIL**

*How can my student log in to her student email account?*
For instructions go to [oprfhs.org > Students > Student Technology Support.](#)

**STUDENT IDGS**

*My daughter lost her ID. How much is a new one, and where does she get it?*
A new ID is $5.00 and should be purchased in the Attendance Office before or after school or during lunch. New lanyards are $1.00 each. NOTE: The fee will be added in your Skyward account.

**STUDENT INTERVENTION DIRECTORS**

*See Deans of Students.*

**STUDENT PARKING**

*How can my student get a parking pass?*
The Village of Oak Park sells student parking permits ( Permit S3) for $240 each for the 2018 - 2019 school year. These permits are for parking spaces around the perimeter of the South Field (south side of Lake Street), the north side of Lake Street (adjacent to the parking garage and stadium), and three blocks on South Boulevard that are designated for permit S3 parking. There are a limited number of permits available. For convenience, the high school sells them online via the OPRF Web Store on a first-come, first-served basis from late July through early August. After that, visit or contact the village’s Parking Permits Office ([parking@oak-park.us](mailto:parking@oak-park.us) or 708-358-7275) to obtain a student permit.

**STUDENT WORKERS**

*Do any of your departments hire student workers?*
Yes. The Bookstore, Educational Technology, Buildings and Grounds, Athletics, and the TV teacher all have hired student workers at varying times of the year. Contact the individual areas or Human Resources (which posts the job openings) to learn more.
SUMMER ENRICHMENT GRANTS

I’ve heard there is some funding for summer enrichment programs. Is that true?
Yes! Each year, the OPRF High School Alumni Association funds upwards of $50,000 in grants to current OPRF students to help them participate in academic programs over the summer. Among the programs students have participated in are dance, music, foreign languages, engineering, study abroad, and much more. Applications are due in the winter. Go to oprfhs.org > Parents/Community > Alumni for more information.

SUMMER MATH PACKET ASSIGNMENTS

Which students have to complete math packets over the summer?
All students. Math packets are due the first day of classes. You can download math packets here: oprfhs.org > Academics > Divisions > Mathematics > Summer Math Packets. For students who need help completing the packet, math tutors are available in the Tutoring Center during the Monday and Wednesday of Schedule Pickup Week, from 9:00 a.m. to 3:00 p.m.

SUMMER READING ASSIGNMENTS

Which students are required to do summer reading?
All students. Books should be completed by the first day of classes. To learn more, visit oprfhs.org > Academics > Divisions > English > Summer Reading Information.

SUMMER SCHOOL

I’ve heard some Summer School classes fill up within minutes of registration opening. Why don’t you offer more classes?
The demand for summer classes, unfortunately, is greater than our ability to find teachers to teach them. We typically begin recruiting the December or January before in order to offer as many classes and sections as we can.

SWIMSUITS

Can my student wear her own swimsuit for PE?
No. Students must wear a school-provided swimsuit. Suits are laundered every day.

TARDIES

See Absences and Tardies.
**Teachers, Contacting**

**What’s the best way to reach a teacher?**
In general, email is the quickest, easiest way to reach a teacher. Even if you prefer to have a phone conversation, you likely will find that sending a brief email with your request to schedule a conversation will ensure the quickest response.

**Where do I find a teacher’s email address?**
Go to oprfhs.org, look at the upper right corner of the homepage, and click on the orange address card icon. Our email format is first initial plus last name @oprfhs.org. So to contact math teacher Sheila Hardin, for instance, you would email shardin@oprfhs.org.

A tip: When teachers hear from parents, often it’s because of a concern or complaint. Don’t forget to give teachers compliments and thanks as well! They like to hear that their efforts are appreciated.

**Theft**

*I’ve heard that phones and calculators tend to go “missing.” Is that true?*
Unfortunately, yes—but mainly because a student has left a school or PE locker unlocked. Remind students to always lock their lockers, never leave valuables unattended, zip up backpacks, and stash backpacks between their feet in a crowded area, for instance, in the cafeteria. If an item is stolen, a student should always go to the Welcome Center and fill out a report.

**Tip Line**

**What should students do if they see something suspicious at school?**
Send a text to our anonymous tip line. Students—or anyone else—should send a text to 274637. Use the keyword #OPRF at the beginning of the text, followed by details of anything that may affect the safety of students and staff on campus. These directions are printed on the back of each student ID. Anonymity is guaranteed—the text goes to a third-party team that monitors and responds to tips.

**“Tracking”**

**What are the different tracks?**
Although a lot of parents refer to our system of course levels as “tracking,” that really is a misnomer. “Tracking” implies inflexibility and lack of movement. In reality, an individual student may take a mix of course levels at the same time, and students have the opportunity to grow into taking more difficult course levels.

Different course levels are available in some English, fine and applied arts, history, math, science, technology, and world languages classes. There are four different levels:
• Transition: For students whose past performance indicates a need for greater instructional support or a varied pace of instruction.
• College prep: More drills, examples, and descriptive materials when compared to honors/AP.
• Honors: Increased emphasis on concepts, abstract relationships, critical thinking, and creative thinking.
• Advanced Placement: Our most challenging classes, these offer the opportunity to earn college credit by examination during the spring semester.

**Can students take a mix of course levels?**
Yes. For instance, a student with excellent performance in math and science and average performance in other subjects would be placed in honors math and science classes, and in college prep English, history, and world languages.

**How do you decide which level a student should take?**
Recommendations are based on these factors:

- Teacher and counselor profiles and recommendations
- Past academic achievement in the relevant subject areas
- Placement and standardized test results
- Reading ability
- Personal factors: study habits, motivation, attendance record

**Is the college prep level challenging enough? What difference does it make when applying to college?**
A Parents 4 Student Success PTO leader says this is the question she hears most often. Students who earn As and Bs in college prep classes should be college ready. They typically have many choices of four-year schools as well as smaller liberal arts colleges where students maintain a B average. Think ISU, Western, DePaul. Students who receive Cs and Ds in college prep are less likely to be college ready. And students aiming for more elite schools—U of I, Grinnell, the Ivies—should be taking the honors/AP level.

Keep in mind that students who begin with college prep classes their freshman year can grow into honors level work, even into their junior year. The goal is to appropriately challenge students. A student who is easily earning As and Bs in college prep should consider moving up a level.

**I think my student should be taking a different level class. What should I do?**
Course recommendations are not written in stone, and parents have the right to override them. Before doing so though, you’d be wise to have a conversation about the reasons for the recommendation, as well as the pros and cons of changing levels. For incoming freshman parents, contact your student’s counselor. Other parents should contact the student’s current teacher.
**Transferring in or out of OPRF**

*Whom should I contact?*

Whether transferring out of OPRF to another school or into OPRF as a new student, contact the Registrar’s Office at (708) 434-3262, (708) 434-3260, or registrar@oprfhs.org.

**Transgender Students**

*Do you accommodate transgender students?*

Absolutely. In spring 2018, the administration published specific protocols to address the needs of transgender students, gender-nonconforming students, and students questioning their gender to ensure a safe, affirming, and health school environment where every child can learn. You can find this information on our website at oprfhs.org > Students > Transgender Students.

*What about bathrooms and locker rooms for students who are transgender?*

Board Policy 7:10 specifically states that students shall have “access to gendered facilities, including restrooms and locker rooms, that correspond to their gender identity.” In other words, regardless of sex assigned at birth, a student has full access to facilities that align with their gender identity now. In addition, we have gender-neutral bathrooms located by Room 298 (outside the new Makerspace/Student Helpdesk), in Room C-210 (between the Board Room and superintendent’s office), and in the lobby across from the Athletics office. However, students may use the bathroom that they are most comfortable using; no one is required to use a gender-neutral or single-user bathroom.

**Trapeze**

*Can I subscribe to the student newspaper?*

Yes, for $15 per year. Contact Trapeze sponsor Liz Fox at 708-434-3306 or ekaufman@oprfhs.org. You can order and pay on Back-to-School Night; look for the Trapeze table, staffed by students. Or check it out online at trapezeonline.com.

**Triton Dual Credit Program**

*Can my student earn college credit for classes taken at OPRF?*

Yes. There are two ways:

1. *Courses taught at OPRF:* Certain OPRF courses, including some math, science, history, engineering, and technology, allow a student to earn credit at both OPRF and Triton College. The college credit earned may transfer to other colleges and universities; check with the specific institution to find out. Our Curriculum and Instruction department sends an informational letter to the households of students who are enrolled in eligible dual credit courses in late July or early
August; questions about this program should be addressed to this department.

2. **Courses taught at Triton**: Juniors and seniors may earn credit at both OPRF and Triton for certain classes taught on the Triton campus; this credit may not transfer to other colleges or universities. Questions related to OPRF credit should be addressed to your student’s counselor.

**Does OPRF really pay for students to take classes at Triton?**

Yes, though just a total of one class during the student’s four years at OPRF; the course must be selected from a predetermined list. The student attends the class on the Triton campus, for which the student earns credit at both OPRF and Triton. Contact your student’s counselor if interested in this option.

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**TUTORING CENTER**

**How can my student access the Tutoring Center?**

Students can visit the Tutoring Center before and after school and, with a hall pass, during study hall or lunch. It’s staffed by our teachers during every period of the day. (After receiving feedback from Student Council, we hired extra teachers to provide tutoring in math, the most requested subject.) The Tutoring Center opens every day before school at 7:00 a.m., including Late Arrival Wednesdays. Monday through Thursday it remains open until 5:00 p.m., and on Friday until 4:30 p.m.

**Does my student have to be getting tutoring to visit the Tutoring Center?**

No. It’s also a quiet, supervised space for studying on one’s own or for accessing a computer.

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**TUTORS**

**How can I find a tutor who will come to our home?**

The high school does not keep a referral list of tutors, nor are teachers permitted to make tutor recommendations. Word of mouth among other parents/guardians is probably your best bet.

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**WEEK BEFORE SCHOOL STARTS**

**The school year starts so early. Do we really need to be around the week before too?**

In absolute terms, no, you aren’t required to be. But the week before classes begin is Schedule Pickup Week, and attending it will save students—especially freshmen—a lot of hassle and stress. Each class of students comes to the high school on a designated day to pick up schedules (which are not mailed home), get textbooks, and have ID/yearbook photos taken. Counselors and staff are readily available during this time to address issues. If students don’t attend their pickup day, know that they will begin their first day of classes waiting in line with dozens of other students who are trying to take care of business at the same time.

Also, if your student is an athlete, keep in mind that tryouts for fall sports take place the week before classes begin.
YEARBOOK

How do I order the yearbook?
You can order a Tabula, our yearbook, by going to oprfhs.org > Quick Links > Web Store > Tabula. Also, the Bookstore accepts preorders for the current year’s Tabula, as well as any extras from the previous school year.

YOU MADE IT!

We hope that after reading all the tips here, you feel more prepared to navigate the ins and outs of the high school. May you and your family have a rich and rewarding experience at OPRF.