

OAK PARK AND RIVER FOREST
HIGH SCHOOL

Family Survival Guide

2019-2020

WELCOME TO OPRF HIGH SCHOOL!

Dear OPRF High School Families,

Learning the ins and outs of this big, busy place 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 on our website, some by swapping tips with other families, and some answers ... well, we have to admit, can be pretty hard to track down. Inside this guide, you'll find the practical, hands-on info you need the most. The first few pages contain information you likely will need frequently. Beginning on page 11, topics are listed alphabetically.

Can't find what you're looking for? Feel free to contact the communications department at any time.

Best wishes for a great year!

Karin Sullivan
Executive Director of Communications & Community Relations
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708-434-3691

Jackie McGoey
Communications Specialist
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708-434-3692

July 2019

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, 7:30 a.m. – 3:30 p.m.

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

Associate Superintendent Greg Johnson: 708-434-3215, gjohnson@oprfs.org

Executive Director of Equity and Student Success Dr. LeVar Ammons: 708-434-3373, lammons@oprfs.org

Director of Student Learning Dr. Laurie Fiorenza: 708-434-3205, lfiorenza@oprfs.org

Director of Student Services Lynda Parker: 708-434-3208, ljparker@oprfs.org

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

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

Division Heads:

- **English:** Helen Gallagher, 708-434-3378, hgallagher@oprfs.org
- **Fine and Applied Arts:** Sarah Roodhouse, 708-434-3297, sroodhouse@oprfs.org
- **History:** Amy Hill, 708-434-3379, ahill@oprfs.org
- **Mathematics:** Dr. Julie Frey, 708-434-3296, jfrey@oprfs.org
- **Physical and Driver Education:** Clay Reagan, 708-434-3250, creagan@oprfs.org
- **Science and Technology:** Matt Kirkpatrick, 708-434-3749, [mkirkpatrick@oprfs.org](mailto:m Kirkpatrick@oprfs.org)
- **Special Education:** Kennedi Dixon, 708-434-3105, kdixon@oprfs.org
- **World Languages:** Claudia Sahagun, 708-434-3884, csahagun@oprfs.org

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

Library Circulation Desk: 708-434-3695

Main Switchboard: 708-383-0700

Registrar's Office: 708-434-3262 and 708-434-3260, registrar@oprfs.org

Tutoring Center: 708-434-3493

PUPIL SUPPORT SERVICES TEAMS

Team	Title	Office	Phone Extension (Prefix 434-)	Email (Add @oprfs.org)
Parker, Lynda	Director of Student Services	205	3208	ljparker
Giesenschlag, Rebecca	Administrative Assistant	205	3508	rgiesenschlag

Team 1

Ambrose, Brandi	Counselor	208	3711	bambrose
Cahill, Meghan	Counselor	208	3716	mcahill
Hobson, Darryl	Counselor	208	3207	dhobson
Caicedo, Sally	Secretary	208	3510	scaicedo
Silver, Jonathan	Dean of Students	208	3725	jsilver
Calcuttawala, Nabiha	Social Worker	208	3238	ncalcuttawala

Team 2

Johnson, Kris	Counselor	207	3714	kjohnson
Ojikutu, Carolyn	Counselor	207	3713	cojikutu
Radziszewski, Darek	Counselor	207	3708	dradziszewski
Lucas, Carin	Secretary	207	3506	clucas
Weintraub, Jonathan	Dean of Students	207	3731	jweintraub
Makely, Lisa	Social Worker	207	3733	lmakely

Team 3

Fuentes, Julie	Counselor	207	3709	jfuentes
Nixen, Pete	Counselor	207	3712	pnixen
White, Erica	Counselor	207	3710	ewhite
Enciso, Araceli	Secretary	207	3507	aenciso
Walton, Alisa	Dean of Students	207	3727	awalton
Ecker, Jonathan	Social Worker	207	3734	jecker

Team 4

Hanson, Jacqueline	Counselor	308	3705	jhanson
Herbst, Joe	Counselor	308	3707	jherbst
Sherman, Thaddeus	Counselor	308	3841	tsherman
Asbury, Kim	Secretary	308	3509	kasbury
Beyers, Brian	Dean of Students	308	3724	bbeyers
Madock, Katherine	Social Worker	308	3728	kmadock
Colamussi, Ginger	Prevention & Wellness Coordinator	308	3729	gcolamussi
Sutton, Barbara	Dean's Secretary	308	3503	bsutton

Team 5

Lynch, Heidi	Counselor 272	3715	Hlynch
Medina, Esteban	Counselor 272	3718	emedina
Sponsler, Scott	Counselor 272	3717	ssponsler
Martinek, Sharon	Secretary 272	3596	smartinek
Bishop, Janel	Dean of Students 272	3726	jbishop
Benson, Conchita	Social Worker 272	3730	cbenson



For OPRF Parents and Guardians

I Have a Question about...

Topic	Contact	Assistant (if applicable)
504 Plans (including accommodations)	Daniela Lukic-Cole, 504 coordinator, dlukiccole@oprfs.org	
Absences and tardies	Attendance office, 708-434-3104	
Athletics	John Stelzer, director of athletics, jstelzer@oprfs.org Courtney Sakellaris, assistant director of athletics, csakellaris@oprfs.org	Lori Foley, lfoley@oprfs.org , 708-434-3600
Back-to-School Night	Greg Johnson, associate superintendent, gjohnson@oprfs.org	Deloris Collins, dacollins@oprfs.org , 708-434-3573
Campus safety	David Walksler, director of safety and security, dwalksler@oprfs.org	
Computer proficiency test	Matt Prebble, business education department chair, mprebble@oprfs.org	
Counselors/social workers	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Course registration	Student's counselor	
Curriculum	Dr. Laurie Fiorenza, director of student learning, lfiorenza@oprfs.org	Shoneice Reynolds, sreynolds@oprfs.org , 708-434-3505
Disciplinary consequences, including appeals	Janel Bishop, jbishop@oprfs.org	Sharon Martinek, smartinek@oprfs.org , 708-434-3596
Dual credit	Greg Johnson, associate superintendent, gjohnson@oprfs.org	Lisa Evans, levans@oprfs.org , 708-434-3515
Extracurricular activities/clubs	Susan Johnson, director of student activities, sjohnson@oprfs.org	Melody Brown, mbrown@oprfs.org , 708-434-3773
Facilities reservations/school	calendar@oprfs.org	
Family Access (Skyward)	FamilyAccess@oprfs.org	
Fees	Jacqui Charette-BassiriRad, Bookstore director, jcharettebassirirad@oprfs.org , 708-434-3140	
Food service account	Micheline "Mike" Piekarski, director of food service, mpiekarski@oprfs.org	Jana Cannon, jcannon@oprfs.org , 708-434-3144
Grades	For specific class: Teacher For multiple classes/questions: Counselor	
Graduation	Susan Johnson, director of student activities, sjohnson@oprfs.org	Melody Brown, mbrown@oprfs.org , 708-434-3774
Homebound tutoring	Greg Johnson, associate superintendent, gjohnson@oprfs.org	Lisa Evans, levans@oprfs.org , 708-434-3515
Homecoming or Prom	Susan Johnson, director of student activities, sjohnson@oprfs.org	Melody Brown, mbrown@oprfs.org , 708-434-3774
Incoming freshman events	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Lost and found	708-434-3125	
Medications, physicals	Julee Terretta, head school nurse, jmterretta@oprfs.org , 708-434-3236	Donna Digioia, ddigioia@oprfs.org , 708-434-3534



For OPRF Parents and Guardians

I Have a Question about...

Topic	Contact	Assistant (if applicable)
Mental health services	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Motivational Mentors	Annie Riles, ariles@oprfs.org	
Online classes	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Parent Visitation Day	Dr. Laurie Fiorenza, director of student learning, lfioorenza@oprfs.org	Shoneice Reynolds, sreynolds@oprfs.org , 708-434-3505
Parent-teacher conferences	Greg Johnson, associate superintendent, gjohnson@oprfs.org	Deloris Collins, dacollins@oprfs.org , 708-434-3515
Racial equity policy implementation	Dr. LeVar Ammons, executive director of equity & student success, lammons@oprfs.org	Deloris Collins, dacollins@oprfs.org , 708-434-3573
Report cards	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Sexual harassment investigations	For reporting by a student: Kris Johnson, complaint manager, kjohnson@oprfs.org , 708-434-3714 For reporting by an adult: Roxana Sanders, assistant superintendent for human resources, rsanders@oprfs.org , 708-434-3214, OR Greg Johnson, associate superintendent, gjohnson@oprfs.org , 708-434-3215	
SILCs (Student Independent Learning Corps)/independent study	Dr. Laurie Fiorenza, director of student learning, lfioorenza@oprfs.org	Shoneice Reynolds, sreynolds@oprfs.org , 708-434-3505
Special Education	Dr. Kennedi Dixon, kdixon@oprfs.org	
Student Activities (clubs, activities, dances, exchange trips, assemblies, etc.)	Susan Johnson, director of student activities, sjohnson@oprfs.org	Melody Brown, mbrown@oprfs.org , 708-434-3774
Student parking	Marian Gerena, assistant to operations, mgerena@oprfs.org	
Student schedules	Lynda Parker, director of student services, ljparker@oprfs.org	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Summer School	Jason Lee, summer school co-coordinator, jlee@oprfs.org Jonathan Weintraub, summer school co-coordinator, jweintraub@oprfs.org	Margaret Collins, mmcollins@oprfs.org , 708-434-3121 Linda Hayes, lhayes@oprfs.org , 708-434-3504
Teacher, problem with	Teacher first; if no resolution then division head	
Tech Support	708-434-3737, helpdesk@oprfs.org	
Testing	Krystle Jones, director of assessment and research, kjones@oprfs.org	Mayra Delgado, mdelgado@oprfs.org , 708-434-3573
Theatre, performing arts events	Leila McGowan, assistant to fine and applied arts, lmcgowan@oprfs.org	
Transgender-student support	Student's counselor	Becky Giesenschlag, rgiesenschlag@oprfs.org , 708-434-3508
Tutoring Center	708-434-3493	
Updating contact information	FamilyAccess@oprfs.org	
Work permits	OPRF students: Counselor's secretary Non-OPRF students: Linda Hayes, lhayes@oprfs.org	

2019-2020 SCHOOL CALENDAR

Updated July 10, 2019

Thurs., Aug. 15	Institute Day	No School for Students
Fri., Aug. 16	Staff Development Day	No School for Students
Mon., Aug. 19	Huskie Kickoff Day	Freshmen in Attendance
Mon., Aug. 19	Freshman Parent Meeting	7:00 p.m., Auditorium
Tues., Aug. 20	First Semester Begins+	All Students in Attendance
Mon., Sept. 2	Labor Day	No School
Thurs., Sept. 5	Back-to-School Night	Parents/Guardians Attend
Fri., Sept. 6	Staff Development Day	No School for Students
Mon., Oct 14	Columbus Day	SCHOOL IN SESSION
Wed., Oct. 16	School-Wide Testing	All Students in Attendance
Wed., Oct. 23	Parent-Teacher Conferences	Late Start at 10:00 a.m.
Thurs., Oct. 24	Parent-Teacher Conferences	No School for Students
Fri., Oct. 25		No School
Mon., Nov. 11	Veterans Day	No School
Wed., Nov. 27	Staff Development Day	No School for Students
Thurs., Nov. 28 – Fri., Nov. 29	Thanksgiving Break	No School
Wed., Dec. 18 – Fri., Dec. 20	First Semester Final Exams	
Mon., Dec. 23 – Fri., Jan. 3	Winter Break	No School
Mon., Jan. 6	Institute Day	No School for Students
Tues., Jan. 7	Second Semester Begins	All Students in Attendance
Mon., Jan. 20	Martin Luther King Jr. Holiday	No School
Mon., Feb. 17	Presidents' Day	No School
Mon., March 23 – Fri., March 27	Spring Break	No School
Tues., April 7	School-Wide Testing	All Students in Attendance
Fri., April 10		No School
Mon., May 25	Memorial Day	No School
Tues., May 26 – Thurs., May 28	Second Semester Final Exams	
Thurs., May 28	Last Day of Student Attendance*+	
Fri., May 29	Staff Development Day	No School for Students
Sun., May 31	Graduation	
Mon., June 1 – Fri., June 5	Emergency Days	

+First and last school days of the year are full days.

***NOTE:** *This is the **earliest** school may end and **only** if no Emergency Days are used. If Emergency Days **are** used, depending on the number, the last day of student attendance could be as late as June 5. Families and staff should keep this in mind when making summer vacation plans.*

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 oprfs.org > hover over 'Academics' > click on 'College & Career' > scroll to 'College Planning Timeline' and click your academic year.

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 sport.

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 non-cognitive 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 oprfs.org > click on 'Students' > click on 'College & Career Information' > click on 'College Callers.'
- **College visits:** This is the year 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 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 (oprfs.org > click on 'Students' > click on 'Financial Aid' > click on 'The Scholarship Foundation') 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.

What do I need to know about excused and unexcused absences?

Once a student has reached 12 total absences (excused and/or unexcused combined) or six (6) unexcused absences in a class in the same semester, the student is placed AT RISK OF LOSING CREDIT in that class, regardless of the grade being earned. A notification will be made by the attendance office staff to the parent/guardian warning of this risk of credit loss. Once the risk of credit loss has been communicated, the student must refrain from accumulating more absences and pass the class. At the end of the semester, the Dean of Students will review the files of all students who got 12 total or six (6) unexcused absences to determine whether or not credit should be given. This decision will be made in collaboration with each student's counselor and with feedback from the classroom teacher. The outcome of this review will be printed on each student's report card. If the student did indeed lose the credit, a notation of N (No Credit due to excessive absences) will appear. If the student did not lose the credit, the grade earned in the class will be printed. If a student earns an F in the class, that grade will be given and override the NC described above.

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'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.

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.

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.

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* for more information.

We also offer the programs listed below. More detailed information is available in the online Academic Catalog at *oprfs.org* > *hover over 'Academics'* > *click on 'Academic Catalog.'*

- **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 can also find the list online at *oprfs.org* > *hover over 'Activities/Arts'* > *click on 'Clubs & Activities.'*

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. 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.

Words of Wisdom

There are hundreds of kids in the grade, and there are wonderful potential friends to be met. My daughter really turned a corner when she joined lacrosse and was able to be part of something. It's hard to say that I would have forced her to do some activity, but that was when she started to feel better about school.

It should be expected that there will be a period of frustration when some "friends" disappoint them, as happens to all kids in high school.

Being in an activity allows additional reinforcement so that a young person doesn't have to feel abandoned if another teen blows her off for "cooler" kids.

—Parent of a transfer student

ADVISORY PERIOD

What is the new Advisory period I keep hearing about?

Beginning in the 2019-2020 school year, a 15-minute Advisory period will take place after second period each day, with the exception of days with altered schedules.

Advisories enhance social-emotional learning and school climate as students develop consistent, long-term student-to-student and student-to-teacher relationships. In Advisory period, the same group of students in the same grade level meets with the same teacher for their entire four years of high school. The bell schedule has been adjusted to accommodate Advisory; see *Bell Schedule* for details.

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. Visit oprfs.org > click on 'Athletics' > click on 'Tryout dates.'

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. Once tryouts are complete, students who have made teams will be billed for this fee.

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. See *Health Physicals* for more information.

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:

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

- **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.

BELL SCHEDULE

When does the school day begin and end?

On a regular day, school begins at 8 a.m. and ends at 3:11 p.m. Each class period is 47 minutes long, and the Advisory period is 15 minutes long. While we follow the regular bell schedule on most days, we do occasionally alter the schedule due to assemblies and on Late Start Wednesdays.

Regular Day

Period	Time
Period 1	8:00-8:47
Period 2	8:52-9:39
Advisory	9:44-9:59
Period 3	10:04-10:51
Period 4	10:56-11:43
Period 5	11:48-12:35
Period 6	12:40-1:27
Period 7	1:32-2:19
Period 8	2:24-3:11

Late Start Wednesdays

Period	Time
Teacher Collab. Meetings	8:00-9:30
Period 1	9:45-10:21
Period 2	10:26-11:06
Period 3	11:11-11:47
Period 4	11:52-12:28
Period 5	12:33-1:09
Period 6	1:14-1:50
Period 7	1:55-2:31
Period 8	2:36-3:11

Assembly Schedule

Period	Time
Period 1	8:00-8:40
Period 2	8:45-9:30
Period 3	9:35-10:15
Period 4	10:20-11:00
Period 5	11:05-11:45
Period 6	11:50-12:30
Period 7	12:35-1:15
Period 8	1:20-2:04
Assembly	2:09-3:11

2A/2B – Convocations

Period	Time
Period 1	8:00-8:41
Period 2A	8:46-9:36
Period 2B	9:41-10:31
Period 3	10:36-11:18
Period 4	11:23-12:05
Period 5	12:09-12:51
Period 6	12:56-1:38
Period 7	1:43-2:25
Period 8	2:30-3:11

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 safekeeping, 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 – *Attendance Office*) or locks (\$5 new, \$3 used – *Bookstore*) 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 *oprfs.org* and click on *Web Store*, under *Quick Links*.

What else does the Bookstore sell?

The TI Nspire calculator (\$127.50), PE uniforms (\$15/set), locks, replacement copies of novels and workbooks, and miscellaneous school and art supplies at cost. The Bookstore does not charge sales tax.

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.
- Sets up payment plans for the Instructional Materials Fee and TI Nspire graphing calculator.
- Sends out monthly statements with all fees due.

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

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.

Do I return textbooks to the Bookstore?

Yes. All textbooks must be returned to the Bookstore **at the end of each school year**. Textbooks that are not returned by publicized deadlines will incur late and/or replacement fees.

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. PACE and CTA both use accept Ventra student fare cards. *You must apply for a Ventra student fare card by mail.* Log into the Ventra website (www.ventrachicago.com), print out the application for a **new** or **replacement** student permit, include the **school's address**, mail it to Ventra with a \$2 **personal check, money order, or cashier's check**. Do not send cash, and do not bring cash to the Bookstore. The student card will then be mailed to the Bookstore and you will be notified when it arrives, in approximately two – three weeks. While the reduced student fare generally is good on school days during school hours, please refer to the Ventra website for specifics about the fare restrictions.

NOTE: *You must renew student-fare cards for each summer term, and again each fall of the new year.* Fill out the Renew Student Reduced Fare Riding Privileges form for that time period, which students can pick up from the Bookstore or print from the online back-to-school packet (oprfs.org > *Quick Links*). Return to Ventra by email (www.ventrachicago.com/students), fax, or mail. Be sure to register your student's card on the Ventra website. If your card is lost or stolen, you will need to use the replacement form and call Ventra with the card's number to deactivate the lost or stolen card.

CHROMEBOOKS

My children need to get help with their Chromebook.

Where can they go?

The Student Helpdesk is open in the Makerspace (Room 293E) Monday – Friday, 7:30 a.m. – 3:30 p.m. Help also is available simply by emailing helpdesk@oprfs.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. Charging stations are also available in the Tutoring Center (Room 293), the Makerspace (Room 293E), the Testing Center (Room 276), and the library.

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.).

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 and Concordia University Chicago that allows students to earn both high school and college credit for a single class. Ask your student's counselor for more information.

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

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 here: oprfs.org > hover over 'Academics' > click on 'Academic Catalog'.) 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@oprfs.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 dean. Refer to pages 3-5 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 January of eighth grade. If you can't attend, please contact the director of student learning's assistant, Rebecca Giesenschlag (708-434-3505, rgiesenschlag@oprfs.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 mid-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 oprfs.org > hover over 'Academics' > click on 'Academic Catalog.' You can print the PDF yourself or request that a printed copy be mailed to you by clicking "Request a printed copy."

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 pages 3-5). 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 EDUCATION

My child isn't interested in learning to drive right now. Do they have to take Driver's Ed?

Yes. Thirty hours of class work in Driver's Ed is a graduation requirement.

My student turns 15 in September. Can they take Driver's Ed first semester?

No. Students must be 15 by the beginning of the course.

Can I get a refund if my child takes the course someplace else?

Yes. The sophomore district fees include Driver's Ed, and you may qualify for a refund of \$175. Contact Driver Education Department Chair Dan Kleinfeldt (708-434-3253, dkleinfeldt@oprfs.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.

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 or Concordia University Chicago. 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 or Concordia:* Juniors and seniors may earn credit at both OPRF and Triton or Concordia for certain classes taught on the Triton or Concordia campuses; 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 or Concordia?

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 or Concordia campuses, for which the student earns credit at both OPRF and Triton or Concordia. Contact your student's counselor if interested in this option.

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, and 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 get my Family Access login information?

In July we send letters to parents/guardians of all active students with the Family Access login IDs and e-mail addresses we have on file. Prior to this, if you remember the e-mail address you entered during online enrollment, use it to retrieve your Family Access login ID and password by going to oprfs.org > hover over 'Parents/Community' > click on 'Family Access.' Click the 'Forgot your Login/Password?' link.

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@oprfs.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.

FEE WAIVERS

Do I qualify for a District Fee and Book Fee waiver?

For assistance with school fees, families can apply for annual District Fee and Book Fee Waivers. Because eligibility is determined on a yearly basis, you must reapply each year. Details on who qualifies, how to apply, and the necessary forms are available at oprfs.org > hover over 'Students' > click on 'Bookstore' > click on 'Instructional Materials Fee FAQ.'

Please note: families who – through the state -- already qualify for and receive TANF/food stamp benefits delivered to the student's parent/guardian at an Oak Park or River Forest address automatically qualify for the waiver. The school receives notification of your eligibility directly from the state. Others may bring in the necessary documentation to apply for the District waiver and determine eligibility.

What if I qualify for the Federal Free and Reduced Lunch Program?

If you qualify for the Federal Free and Reduced Lunch Program, school fees will either be reduced or waived based upon your status. Please submit the appropriate paperwork and find out your status prior to paying school fees or requesting a payment plan. Find more information at oprfs.org > hover over 'Students' > click on 'Lunch Menu' > click on 'Government Lunch Program.'

FINAL EXAMS SCHEDULE

What is the schedule for finals?

Finals are held the last three days of the semester, on the following schedule:

Bell Schedule	Day 1	Day 2	Day 3
8:30 - 10:00 a.m.	1 st period class	2 nd period class	3 rd period class
10:15 - 11:45 a.m.	7 th period class	8 th period class	6 th period class
12:00 - 1:30 p.m.	4 th period class	5 th period class	Makeup

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, or five 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? made-to-order stir-fry?), 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 meets by counselor 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.

GENDER SUPPORT

Do you accommodate gender-nonconforming and transgender students?

Absolutely. In spring 2018, the administration published specific protocol to address the needs of gender-nonconforming students, transgender students, and students questioning their gender to ensure a safe, affirming, and healthy school environment where every child can learn.

Who is available to support gender-nonconforming and transgender students?

Counselors, social workers, and Gender Support Teams are available to guide students in creating a Gender Support Plan for their time at OPRF, or simply to talk. A Gender Support Team or a Gender Support Plan is **not** required in order for a student to receive supports at school.

What about pronouns and names?

All students have the right to be addressed by the name and pronouns that correspond to their gender identity. Students may freely share with faculty and staff how they want to be addressed in class, in correspondence to their home, and at conferences with the student's parent(s)/guardian(s).

Students may also request to change their name in documents such as student ID cards, yearbooks, and awards. These requests should be made in writing with a student's counselor or social worker or included in a student's Gender Support Plan, if the student has requested one.

At the request of a student's parent(s)/guardian(s), or a student who is 18 years or older, a name and/or gender marker may be changed in Skyward to inform school staff (including substitute teachers) of the name and pronouns to use when addressing the student.

Words of Wisdom

Freshmen: Relax and try not to be nervous! Try out every activity that sounds like it might be fun. Test what you can and cannot handle, from sports to class placement, clubs, volunteering, Student Council, etc. Get involved in your school.

Sophomores: Create and stick to a steady routine. Use your planners consistently. Stay on track, and prepare for the stress of junior year. Stay on a steady pace, continuing to excel. Just stay on track.

Juniors: Prioritize your agenda, and reward yourself. You'll be preparing for college, taking the [SAT]! Study and stick to your planners and personal agenda. Prioritize your studies, and stay focused. Senior year and college are just around the corner. Prioritize to end your high school career well.

—Sjharee Calhoun

Class of 2014

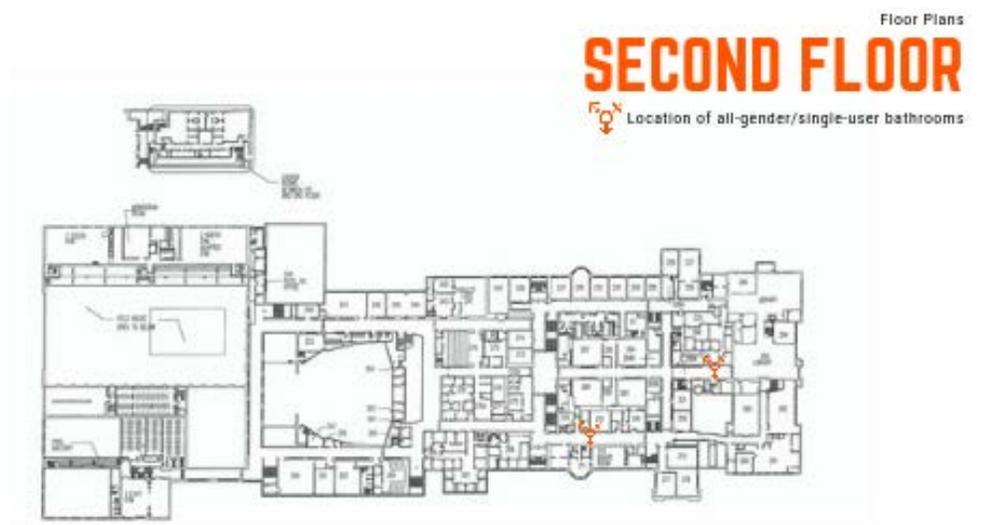
What about bathrooms and locker rooms?

Board Policy 7:10 specifically states that students shall have “access to gendered facilities, including restrooms and lockers rooms, that correspond to their gender identity.” In other words, regardless of sex assigned at birth, students may use a gendered bathroom that corresponds to their gender identity now and/or an all-gender or single-user bathroom.

All-gender and single-user bathrooms are located by Room 298 (outside of the Makerspace/Student Helpdesk), in Room C-210 (between the Board Room and superintendent’s office), and in the lobby across from the Athletics office.

Students may also use a gendered locker room that corresponds to their gender identity and/or other locker room options, which may include, for example, use of a privacy partition or curtain, provision to use a nearby all-gender or secure-access bathroom, and/or an all-gender locker room. Students can discuss locker room accommodations with their counselor, social worker, Gender Support Teams, or Physical Education teacher.

Location of all-gender/single-user bathrooms:



What about freshman gym classes and swimming requirements?

All students are permitted to participate in physical education classes, intramural sports, clubs, and school events that correspond with their gender identity and/or in ways that make them feel safest and most included.

Currently, the freshman and sophomore physical education classes are gender-specific. Students may enroll in (1) the freshman and sophomore physical education classes that correspond with their gender identity, (2) the freshman and sophomore physical education classes that correspond with their sex assigned at birth, or (3) a physical education class that is not gender-specific. Students can work with their counselor, social worker, or Gender Support Teams to determine their Physical Education placement.

Swimming units are taken during both freshman and sophomore years. Students are permitted to swim with the class that corresponds with their gender identity and/or with the class that make them feel safest and most included. Students are encouraged to discuss any concerns regarding swimming units with their counselor, social worker, Gender Support Team, or Physical Education teacher.

Find more information about Gender Support here: oprfs.org > hover over 'Students' > click on 'Transgender Students.'

GRADES

Where can I find my student's weighted and unweighted grade point average (GPA)?

Log in to your Family Access account and on the left hand 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 to 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.

HEALTH PHYSICALS

When are physicals due for incoming freshmen?

Incoming freshmen must have a physical and turn in a completed Certificate of Child Health Examination no later than Oct. 15, 2019. Find the form here: oprfs.org > hover over 'Parents/Community' > click on 'Health Services' > click on 'Incoming Freshmen.' Per Board Policy 7:100, students who do not turn in this paperwork by the deadline are subject to exclusion from school.

The certificate is good for 395 days. This means that the physical must have been given for:

Non-athletes: After Aug. 20, 2018.

Athletes: After May 1, 2019. A student-athlete who had a physical and completed the certificate between Aug. 20, 2018, and May 1, 2019, can still submit it to meet the enrollment requirement. However, they may need to have a second physical during this school year in order to meet the athletic physical requirements.

HOMWORK

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.

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.

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

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.

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. You will also see reminders on our Facebook and Twitter accounts. See *Social Media* to find our official handles.

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.

2019-2020 Late Arrival Wednesdays	
First period begins: 9:45 a.m.	
1st Semester	2nd Semester
September 11 and 25	January 15 and 29
October 9 and 30	February 12 and 26
November 6 and 20	March 11 and 18
December 11	April 1 and 15
	May 6 and 20

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 (oprfs.org > hover over 'Students' > click on 'Student Resources' > click on 'Library' under 'Academic Resources') 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

Where can I find a map? I want to look at it before I come for Back to School night and parent-teacher conferences.

You can find a partial map in the *Gender Support* section of this guide and a complete map in the Student Handbook that is issued each year to students.

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 text 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 CARE 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?

NewsScene is OPRF's bi-weekly television show highlighting activities, sports, and other happenings around the school. Students in the television department produce the show. NewsScene, our bi-weekly video announcements, and other video programs 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@oprfs.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, options include the Illinois Virtual High School, American School, and Indiana 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 2019-2020 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.

- APPLAUSE: Booster group for music, dance, and theater. Meetings in Sept., Nov., Feb., April.
- A.P.P.L.E.: African American Parents for Purposeful Leadership in Education. First Tuesday.
- 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 Operations 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 six 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. Makeups also do not remove absences that count toward an NP grade.

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.

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 and will receive assignments which will count toward their PE grade. If the doctor's 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?

All students take ID photos during Schedule Pickup Week, the week before classes start. **With the exception of seniors who take portraits during the summer before their last year, the photo taken for the student's ID is the photo that will appear in the yearbook.** See *Senior Portraits* for more information.

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 pages 3-5) 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 that 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 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*.

SOCIAL MEDIA

Do you have official social media accounts?

Yes! For updates and behind-the-scenes peeks at what goes on during the school day, connect with #oprfh on social media. Follow our official accounts:

Facebook - @oprfhuskies

Instagram - @oprfh_huskies

Twitter - @oprfhshuskies

There is also an independent, parent-run Facebook page, *OPRF High School Parents*, where a lot of conversation among parents and guardians happen. It is a closed group, so after you click “join,” your request has to be approved by the moderators of the group.

STAYING INFORMED

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

Your best sources are our official school social media accounts (see *Social Media*), HuskiEmail, and the Daily Bulletin. HuskiEmail is the school’s e-newsletter, which is automatically sent to all families every Friday classes are in session. The Daily Bulletin contains the daily announcements that students hear each day at the beginning of second period. It is sent 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.

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

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.

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 cessation.
- **Survivor:** Addresses issues of sexual abuse.

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 oprfs.org > hover over 'Students' > click on 'Student Technology Support.'

STUDENT IDS

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 OPRFHS a limited number of student parking permits for each academic school year. These permits are for parking spaces located around the perimeter of the track field (south side of Lake Street), the north side of Lake Street (adjacent to the parking garage and stadium), and the two blocks on South Boulevard located on either side of Scoville.

Permits can be purchased online via the OPRFHS Web Store on a first-come first-served basis as of the second week of July until we have sold out. **The permits can be picked up during or after the first day of Schedule Pick-up Week in Room 220 between 7:00 a.m. – 3:30 p.m.**

If you have any questions or concerns, you may contact Marian Gerena in the Operations Office at mgerena@oprfs.org or by calling 708-434-3520.

STUDENT WORKERS

Do any of your departments hire student workers?

Yes. The Bookstore, Educational Technology, Buildings and Grounds, Athletics, and the media 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 oprfs.org > hover over 'Parents/Community' > click on '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: oprfs.org > hover over 'Academics' > click on 'Mathematics' > click on '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 oprfs.org > hover over 'Academics' > click on 'English' > click on 'Summer Reading'.

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 oprfs.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 @oprfs.org. So to contact math teacher Sheila Hardin, for instance, you would email shardin@oprfs.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 A’s and B’s 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 A’s and B’s 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@oprfs.org.

TRAPEZE

Can I subscribe to the student newspaper?

Yes, for \$15 per year. Contact Trapeze sponsor Liz Fox at 708-434-3306 or efox@oprfs.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.

TUTORING CENTER

What is the Tutoring Center?

The Tutoring Center (Room 293) is a place to get extra help or study. 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.

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. 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.

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.

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 oprfs.org > scroll to 'Quick Links' > click on 'Web Store' > click on 'Tabula Yearbook.' 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.

On the following two pages, you will find community resources for families, compiled by the Oak Park Homelessness Coalition.

Community Resources for Your Family in Oak Park

If you live in any of the following situations, you may qualify for services:

- Doubled up with other people due to loss of housing or economic hardship
- In a motel due to the lack of adequate alternative accommodation
- In a car, park, abandoned building or bus or train station
- In a shelter

Crisis Services

Housing Crisis – Eviction Prevention, Rental Assistance, Emergency Shelter

Homeless Prevention Call Center
(877) 426-6515
(pre-screening)

Housing Forward
www.housingforward.org
(708) 338-1724
6634 W Roosevelt Rd.
Oak Park, IL 60304
Housing Forward provides rental assistance, short term stabilization and services to resolve a financial or rental housing crisis situations.

Sarah's Inn
www.sarahsinn.org
(708) 386-4225
Sarah's Inn offers individual advocacy, counseling, support and education groups, life skills development and legal advocacy for domestic violence victims and children. Also offers counseling for male perpetrators of intimate partner violence.

Thresholds
www.thresholds.org
Main: (773) 537-3064
Intake: (773) 572-5400
334 N Menard Ave.
Chicago, IL 60644
Assists with housing in Oak Park, as well as medical care, psychiatric treatment, workforce development and educational opportunities.

Emergency Shelter Locations
www.housingforward.org/get-help
Housing Forward provides overnight shelters that include dinner, breakfast and a sack lunch to go.

Employment Services Housing Forward
www.housingforward.org
(708) 338-1724 x301
6634 W Roosevelt Rd.
Oak Park, IL 60302
One-on-one job coaching, job search assistance and resume development for adult job seekers; five-week classroom setting Career Passport program for adults.

New Moms
intake@newmoms.org
(773) 252-3253 x128
206 Chicago Ave.
Oak Park, IL 60302
5317 W Chicago Ave.
Chicago, IL 60651
New Moms offers housing, job training, and family support for young moms in Chicago, Oak Park and the near suburbs.

African American Christian Foundation
aacfworks.org
(708)848-1700
6707 W North Ave.
Oak Park, IL 60302
AACF Employment services offers a Workforce Training Program.

Hephzibah Children's Association
www.hephzibahhome.org/what-we-do/day-care
(708) 649-7113
Hephzibah offers a day care program for children grades K-5 after school, on school holidays and during the summer months. After-School Day Care is provided Monday, Tuesday, Thursday and Friday during the school year 2:55 PM – 6 PM; Wednesdays 1:55 PM – 6 PM.

Family Support Services Hephzibah Children's Association
hephzibahhome.org/what-we-do (708) 649-7100
1144 Lake St., 5th Floor,
Oak Park, IL 60301
Helps strengthen and stabilize families that are experiencing crisis or stress, alleviate short term financial crisis, assist with enrichment activities for children and tutoring and respite services through a volunteer program.

New Moms
intake@newmoms.org
(773) 252-3253 x128
206 Chicago Ave.
Oak Park, IL 60302
5317 W Chicago Ave.
Chicago, IL 60651
New Moms offers housing, job training, and family support for young moms in Chicago, Oak Park and the near suburbs.

Presence Behavioral Health
www.presencehealth.org
(708) 410-0615
This program offers training for parents and siblings.

Smart Love Family Services
www.smartlovetfamily.org
(773) 665-8502
Rush Medical Office Building
610 S Maple, Oak Park, IL 60304
Smart Love Family Services provides parent training and support for children at risk of developing behavior and learning difficulties in school.

Free Lunch & Food Pantry Services
Your children are eligible to receive a free lunch each day and if the district provides a breakfast program that will be free of charge.

Beyond Hunger
(formerly Oak Park River Forest Food Pantry)
www.gobeyondhunger.org
(708) 386-1324
848 Lake St.
Oak Park, IL 60301
Beyond Hunger provides hunger relief services for the community including a Food Pantry and help connecting to benefits

Pantry Distribution Days
Saturdays: 9 AM – 12 PM;
1st Wednesday of the month: 6:00 PM – 7:30 PM; All other Wednesdays: 3:30 PM – 5 PM

The Oak Park Homelessness Coalition (OPHC) consists of 50-plus organizations working to end homelessness in Oak Park by making it rare, brief and one time. Represented by government, healthcare, businesses, faith-based groups, school districts, social service agencies and non-profits, OPHC meets quarterly to educate the community, develop and implement a plan and take action to help those who are homeless or in danger of becoming homeless.

OAK PARK HOMELESSNESS COALITION

endhomelesnessoakpark.com
f OakParkHomelessnessCoalition

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Community Resources for Your Family in Oak Park

Before & After School Programming & Tutoring

West Cook YMCA

www.westcookymca.org
Y-Kids: DCFS-licensed before and after-school recreation program for children grades K-6. Provides transportation to and from area school. Pick-up times vary per school. Please inquire about bus service at District 97 or 91 before registering. Available Monday - Friday from 7 AM – 9 AM and from school dismissal until 7 PM.

Park District of Oak Park

www.pdop.org/programs/schools-out
Indoor and outdoor learning experiences and activities such as group games and sports, as well as time to relax, read, do homework and participate in quiet activities like arts and crafts and table games. An after school snack will be provided.

Cluster Tutoring

info@clustertutoring.org
(773) 378-5530
Cluster Tutoring provides free one-to-one tutoring to more than 100 students. Each tutor is matched with a student and the pair works together during the school year to prepare for a successful academic career.

Health & Mental Health Services

Thrive Counseling Center

www.thrivecc.org
(708) 383-7500
120 S Marion St.
Oak Park, IL 60302
Thrive Counseling Center provides adult therapy and youth therapy services.

Presence Behavioral Health

www.presencehealth.org
(708) 410-0615
Presence Behavioral Health offers in-home community based treatment, individual, group and family mental health and substance abuse services, social skills group.

Oak Park Public Library

rsimmons@oppl.org
(708) 697-6910
Referral-based health and mental-health advocacy and support.

Way Back Inn

www.waybackinn.org
(708) 345-8422 x1
The Grateful House serves adult men and women who are suffering from alcohol, drug, and gambling dependence. The mental health board of Oak Park pays for clients to receive housing and treatment.

NAMI Metro Suburban Drop-In Center

www.namimetsub.org
(708) 524-2582
814 Harrison St.
Oak Park, IL 60302
The Drop-In Center provides services to those struggling with mental health to enhance lives and promote involvement in the community.

Oak Park Township Youth Services

www.oakparktownship.org
(708) 445-2727
105 S Oak Park Ave.
Oak Park, IL 60302
Youth Intervention Program intervenes in the lives of school-age youth who are involved with violence, drug or alcohol use or abuse or gang activity.

Children's Clinic

info@childrensclinicniws.org
(708) 848-0528
320 Lake St.
Oak Park, IL 60302
You may qualify for medical and dental services if you have insurance. Visit the website or call for more information about qualifying insurance. Additionally, you can choose a plan online at www.enrollhfs.illinois.gov/enroll or via phone (877) 912-8880.

Strive for Success

www.tasc.org
(224) 423-4588
49 Lake St.
Oak Park, IL 60302
Strive for Success enhances and improves the social, emotional and/or health challenges for families living in Oak Park through individualized care coordination plans and links to services. The program is free to Oak Park residents.

Children's Resources The Collaboration for Early Childhood

www.collab4kids.org
(708) 613-6122
123 Madison St.
Oak Park, IL 60302
Children under the age of five may qualify for educational services. Call to find out about preschool or Head Start programs, home visiting programs, child care or information about your child's development.

New Moms

intake@newmoms.org
(773) 252-3253 x222
206 Chicago Ave.
Oak Park, IL 60302
5317 W Chicago Ave.
Chicago, IL 60651
New Moms offers housing, job training, and family support for young moms in Chicago, Oak Park and the near suburbs

Hephzibah Children's Association

www.hephzibahhome.org
(708) 649-7101
946 North Blvd.
Oak Park, IL 60302
Head Start Center for three-five years of age, Early Head Start Home Visiting Program for pregnant moms and children up to age three. No charge to families that are accepted into the Hephzibah Head Start program.

Easterseals – Partnering with Parents

www.easterseals.com
(708) 434-2560
120 Madison St.
Oak Park, IL 60302
Easterseals supports pregnant moms and families in Oak Park and River Forest with children up to age three with home visits, referrals for services and social connections. No charge.

YEMBA

www.yemba-inc.org
(773) 842-5022
This program provides mentoring services to at-risk youth for substance use, mental health needs, homelessness and school resistive and refusal behaviors.

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THOSE THINGS THAT ARE BEST