

WHERE DO I GO FOR... ¿ADÓNDE VOY...?

PALATINE HIGH SCHOOL



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STUDENT SUPPORT TEAMS

LOS EQUIPOS DE APOYO
ESTUDIANTILES



IMPORTANT CONTACTS AT PHS



CONTACTOS IMPORTANTES
A PHS



ACADEMIC HELP
AYUDA ACADÉMICA

TECHNOLOGY SUPPORT
APOYO DE TECNOLOGÍA



**SOCIAL EMOTIONAL
SUPPORT**



APOYO SOCIAL Y EMOCIONAL

ACADEMIC COUNSELOR



CONSEJERO/A
ACADÉMICO/A



SAFETY CONCERNS
PREOCUPACIONES DE
SEGURIDAD

CAREER & COLLEGE SUPPORT
APOYO SOBRE
UNIVERSIDADES Y CARRERAS



HEALTH SERVICES
SERVICIOS DE SALUD



GETTING INVOLVED
INVOLUCRATE

FOR MORE INFORMATION [VISIT](#) PHS WEBSITE
PARA MÁS INFORMACIÓN [VISITA](#) EL SITIO WEB PHS



WHERE DO I GO FOR...

STUDENT INTERVENTION TEAMS

LOS EQUIPOS DE APOYO ESTUDIANTILES

At Palatine High School, every student is a member of a **Student Intervention Team**, which includes a Counselor, a Social Worker, a Psychologist, and an Administrator. Students can identify their team by looking for their counselor on Infinite Campus and/or their student ID.

COUNSELOR	PSYCHOLOGIST	SOCIAL WORKER	ADMINISTRATOR
<ul style="list-style-type: none"> Individual Counseling 4 Year Academic Planning Course selection College/Career Planning 	<ul style="list-style-type: none"> Evaluations Individual and Group Counseling Assist Students in Crisis 	<ul style="list-style-type: none"> Assist Students in Crisis Support & Assistance Consultations Community Referrals Liaison between hospitals, Outside Therapist, Community & School 	<ul style="list-style-type: none"> Assist Students in Crisis Provide student interventions Work through conflicts with staff

POSITION	TEAM 1	TEAM 2	TEAM 3	TEAM 4
Admin.	Chris Cirrincione ccirrincione@d211.org 847-755-1616	Aaron Pollack apollack@d211.org 847-755-1618	John Volgi jvolgi@d211.org 847-755-1414	Michelle Bremehr mbremehr@d211.org 847-755-1620
Assistant (Clerical)	Wendy Green wgreen@d211.org 847-755-1617	Angela Johnson ajohnson2@d211.org 847-755-1819	Mary Luna mluna@d211.org 847-755-1615	Amy Klehr aklehr@d211.org 847-755-1621
Counselors	Mike Hernon mhernon@d211.org 847-755-1642	Judy Locher jlocher@d211.org 847-755-1650	Nicole Capalbo <i>Student Services Dept Chair</i> ncapalbo@d211.org 847-755-1651	Michelle Calisch mcalisch@d211.org 847-755-1649
	Lilia Ramirez ramirez@d211.org 847-755-1647	Tim O'Connell toconnell@d211.org 847-755-1645	Katie Sobol ksobol@d211.org 847-755-1641	Alonso Ramirez aramirez@d211.org 847-755-1646
	Shannon O'Brien sobrien@d211.org 847-755-1648	Jordan Smason jsmason@d211.org 847-755-1644	Rick Splitt rsplitt@d211.org 847-755-1643	----
Social Worker	Karina Vargas kvargas@d211.org 847-755-1782	Krista Semkiv ksemkiv@d211.org 847-755-1654	Susan Kirkman skirkman@d211.org 847-755-1634	Mario Gonzalez mgonzalez@d211.org 847-755-1635
Psych	Dr. Reenie Matteo rmatteo@d211.org 847-755-1638	Dr. Karena Robinson krobinson@d211.org 847-755-1629	Christy Azriel cazriel@d211.org 847-755-1840	Eric Smith esmith@d211.org 847-755-1639

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WHERE DO I GO FOR...

IMPORTANT CONTACTS AT PHS

CONTACTOS IMPORTANTES A PHS

At Palatine High School, there are many individuals to help you. Here is a list of important people to help you navigate PHS and their location as well as contact information.

ASSISTANCE WITH	CONTACT PERSON	LOCATION	CONTACT INFORMATION
Academic Problems	Teacher/Counselor	Main office & Classroom	
Activity & Club Information	Activity Director	Main Office	Kim Glaser (847) 755-1612
Attendance Issues	Attendance Office	Main Office	Attendance Staff English-847-755-1770 Spanish-847-755-1632
College and Career Information	College & Career Counselor	POD 2, Office 24, in the Main Office	Jordan Smason (847) 755-1644
Fees & Refunds & MySchoolBucks	Cashier	Cashier's Window in Main Office	Marlyn Wolter (847-755-1676)
Free Lunch Program	Cashier	Cashier's Window in Main Office	Marlyn Wolter (847-755-1676)
Student ID & Replacements (\$3)	Cashier	Cashier's Window in Main Office	Marlyn Wolter (847-755-1676)
Login Help	Technology	Tech Department in Media Center	(847) 755-1761
iPad Information	Technology	Tech Department in Media Center	(847) 755-1761
iPad Insurance & Fees	Cashier	Cashier's Window in Main Office	Marlyn Wolter (847-755-1676)
Library Book – Lost or Overdue	Media Center Staff	Media Center	Sarina Flores 847-755-1755
Lost and Found	Main Office Staff	Main Office in the Student Resource Pod	
Medical Study Halls	Nurse	Health Service in Main Office	Caitlin Hermanson (847) 755-1662

Medical Problems	Nurse	Health Service in Main Office	Caitlin Hermanson (847) 755-1662
Off-Campus Privileges	Assistant Principals	Main Office	Students should talk to their individual admin.
Sports Information/ Athletic Forms	Athletic Director	Athletic Office by Door 6	Luis Arroyo (847) 755-1770
Transcripts	Registrar	Register's Office in the Main Office. These can be sent via the website <i>Parchment</i> .	
Theft	School Resource Officer	Pod 5, Office 28, Main Office	Officer Mike Cohen (847) 755-1660
Parking	Assistant Principal POD 1	Pod 1 in the Main Office	Chris Cirrincione 847-755-1616
Yearbook	Yearbook Advisor	Room 195	Al Paul apaul@d211.org

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WHERE DO I GO FOR...

ACADEMIC HELP | AYUDA ACADÉMICA

If you need academic support at Palatine High School, there are many places to get help. The **first and best resource** is to reach out to your teacher directly as they will be able to help you find the best support for your needs. Outside of the classroom, there are a variety of supports for students, listed below.

Resource	Description	Location & Hours
Media Center (Library)	The Media Center consists of our library, technology support, and academic support which includes the SSC, Test Make Up, AP Resource Center, Guided Study, and credit recovery.	Located on the 2nd floor in the middle of the school. Monday-Thursday 7:30 a.m. - 6:00 p.m. Friday 7:30 - 3:30 p.m.
Student Success Center (SSC)	Our SSC is the tutoring center with teachers and student tutors on staff to tutor in English, Science, and Math.	Located in the Media Center <u>Monday</u> - 8:15-3:30 (during school only) <u>Tuesday - Thursday</u> : 7:15 a.m. - 5:00 p.m. <u>Friday</u> : 7:15 a.m.-3:30 p.m. <i>*No morning tutoring on late start days</i>
Math Tutoring Center	The Math Tutoring center is available for students who are in Math M101-3117. Students will need a pass from their Math teacher to access this space.	Located in room 360 Monday - Friday; 8:15-3:30 p.m.
English Language Resource Room	The English Language (EL) Resource Room is a room for EL students to get help with their homework.	Located in room 300 Monday - Friday; 8:15-3:30 p.m.
Test Make-Up	If students are absent on the day of a test, staff can choose to put their test/assessment within the Test Make Up Room. Test make up is available for students to complete missing work, and assessments. No phones are allowed within the room.	IDEA Room 1 in the Media Center Monday - Friday; 8:15-3:30 p.m.
AP Resource Room	Staffed by AP teachers, the AP Resource Room is a space for students enrolled in any AP class to get help, complete homework, and review assessments.	IDEA Room 2 in the Media Center Monday - Friday; open during lunch periods 3-6
SAT Prep	PHS offers FREE SAT prep classes for students gearing up to take the SAT exam. These classes are taught by teachers and designed to help students improve their SAT scores. Students can join the Schoology course for all the practice resources: 6PT5-7H2N-THFSN	All classes are in room 375 Reading & Writing Classes: Mondays before or after school 7:00 a.m.-8:00 a.m. & 3:35 p.m.-4:35 p.m. Math Classes Wednesdays 3:35 p.m.-4:35 p.m. Thursdays 3:35 p.m.-4:35 p.m.

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WHERE DO I GO FOR...

TECHNOLOGY SUPPORT | APOYO DE TECNOLOGÍA

At Palatine High School, we provide all students a school-issued iPad and case to use during their time as a student. The Technology Department is available to help students with their student email, student portal use, device usage, and technology issues.

Contact Information & Hours

Technology Office hours are Monday - Friday, 7:30 am - 3:30 pm
(Summer hours are Monday - Thursday, 7:30 am - 3:30 pm and Friday, 7:30 am - 12:30 pm)

For technology assistance, call the PHS Help Desk: (847) 755-1761 or go to our Help Desk support [website](#).

Insurance Plan: We encourage students and families to purchase iPad protection. The yearly premium is \$25.

Student Login Information: All new students have received an email from PHS Technology at the beginning of the school year. The message contains their login information for their academic accounts and essential applications.



(ALL INFO BASED ON FOLLOWING EXAMPLE)

Student name: **Charlie Brown**

D211 email address: **brown8049@students.d211.org**

PHS ID number: **216126**

Date of birth **10/02/2006**

SITE/APP	LOGIN	PASSWORD	OTHER INFORMATION
Infinite Campus 	3 zeros + PHS ID number 000216126	first initial, last initial + 6-digit birthdate cb100206	<i>can be changed through a recovery email</i>
Schoology 	first half of D211 email address brown8049 OR full D211 email address brown8049@students.d211.org	3 zeros + PHS ID number 000216126	<i>Search for "Palatine High School" Choose 2nd Palatine HS listed; DO NOT choose "test211" option</i>
Google Drive, Apple ID, & School Email	full D211 email address brown8049@students.d211.org	3 zeros + PHS ID number 000216126	
Computer at PHS	first half of D211 email address brown8049	PHS ID number 216126 (no zeros)	

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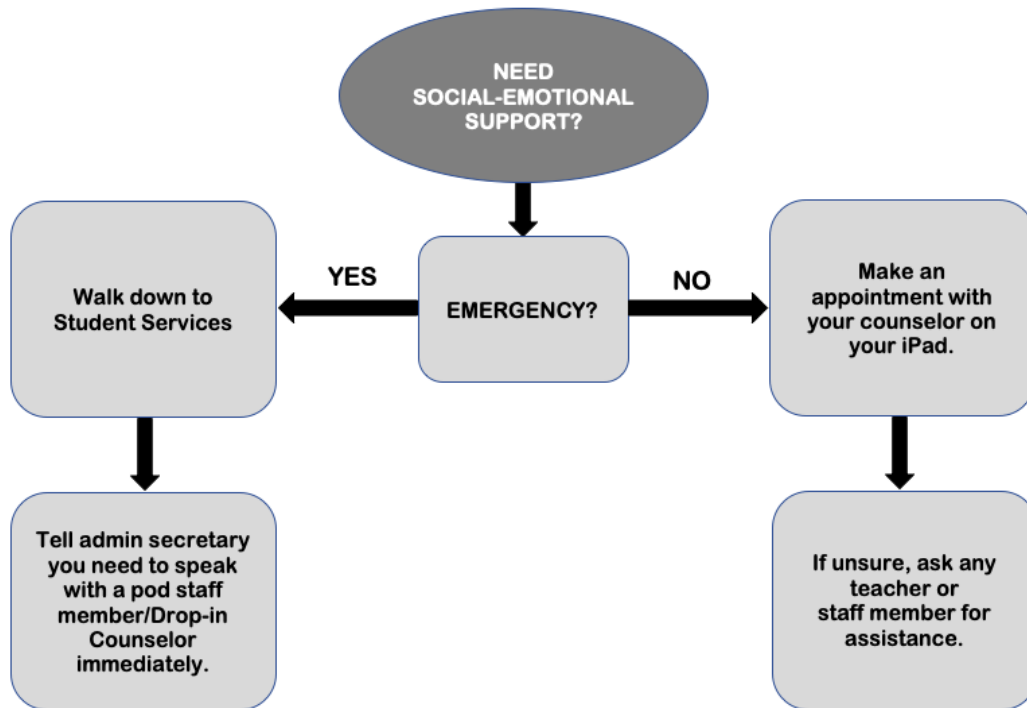
WHERE DO I GO FOR...



SOCIAL EMOTIONAL SUPPORT

APOYO SOCIAL Y EMOCIONAL

At Palatine High School, student Social and Emotional Support (SEL) is essential. Within Student Services we have multiple services and personnel to assist students' Social and Emotional needs.

- | | |
|---|---|
| <input type="checkbox"/> Social Emotional Groups | <input type="checkbox"/> Sexual Assault |
| <input type="checkbox"/> Mental Health Services | <input type="checkbox"/> LGBTQIIA+ Resources |
| <input type="checkbox"/> Counseling Resources | <input type="checkbox"/> Child Abuse Reporting |
| <input type="checkbox"/> Mental Health Assessment Referrals | <input type="checkbox"/> Bullying |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Pregnancy Health |
| | <input type="checkbox"/> Alcohol and Drug Treatment |



	<p>You should Call 911 for:</p> <ul style="list-style-type: none"> • 24/7 safety support • If you are <u>being harmed</u> • If you are thinking about <u>harming others</u>
	<p>If you or someone you know needs help or wants to discuss mental health concerns:</p> <ul style="list-style-type: none"> • Visit the 988 Suicide & Crisis Lifeline Website. • Dial 988 to reach the National Suicide and Crisis Lifeline • Text HOME to 741741 to reach the Crisis Text Line • Contact Safe2Help Illinois: Dial 844-4-SAFEIL, Text SAFE2 (72332), email HELP@Safe2HelpIL.com • En Español: Línea de Prevención del Suicidio y Crisis 988 y 1-888-628-9454 <p><i>The Lifeline provides 24/7, free and confidential support for people in distress.</i></p>

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PERSONALE	TEAM 1	TEAM 2	TEAM 3	TEAM 4
Social Workers	Karina Vargas kvargas@d211.org 847-755-1782	Krista Semkiv ksemkiv@d211.org 847-755-1654	Susan Kirkman skirkman@d211.org 847-755-1634	Mario Gonzalez mgonzalez@d211.org 847-755-1635
Psychs.	Dr. Reenie Matteo rmatteo@d211.org 847-755-1638	Dr. Karena Robinson krobinson@d211.org 847-755-1629	Christy Azriel caziel@d211.org 847-755-1840	Eric Smith esmith@d211.org 847-755-1639

DROP-IN COUNSELORS		
DROP IN COUNSELORS: In addition to a student's team, all PHS students have the ability to meet with drop-in counselors. Drop-In Counselors are available to help students in crisis situations, with social situations, family trouble and peer conflict. Students should see their academic counselors for all class-related questions.		
Rachel Bertrand rbertrand@d211.org 847-755-1806	Antonio Nieto Medina amedina@d211.org 847-755-1976	Kara Zwirkoski kzwirkoski@d211.org 847-755-1963

STUDENT RESOURCE TEAM (TITLE 1 STAFF)	
<p>Title I Staff: Title I is a federally funded program that serves students at Palatine High School, Hoffman Estates High School and District 211 North Campus who are in need of improving essential skill sets in reading and mathematics. The District 211 Title I Program began in 2010 and offers special instructional opportunities for students who need assistance to reach standards in those areas. District 211 operates Title I in partnership with the parents/guardians of these students. The goal is to bridge the gap between home, school and the community. Areas of focus, but not limited to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Blessings in a Backpack (weekend food program for students) <input type="checkbox"/> Housing/Shelters <input type="checkbox"/> Food Pantries <input type="checkbox"/> Clothing Assistance <input type="checkbox"/> School Supplies <input type="checkbox"/> Pregnancy Health <input type="checkbox"/> Transportation <input type="checkbox"/> Medical/Dental/Vision Services and Referrals <input type="checkbox"/> Financial Assistance <input type="checkbox"/> Sports/Activities physicals, equipment assistance <input type="checkbox"/> Community Outreach (partner with local organizations) <input type="checkbox"/> PHS Parent University (events/programs for families) 	
Deana Havens Title I Social Worker 847-755-1636 dhavens@d211.org	Tanya Britton Title I Social Worker 847-755-1631 tbritton@d211.org

For more information visit: <https://adc.d211.org/Page/7119>

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WHERE DO I GO FOR...

ACADEMIC COUNSELOR | CONSEJERO/A ACADÉMICO/A

Each student is assigned an academic counselor to help them throughout their time at Palatine High School. Each year students will meet with their counselor to choose the classes for the following year.

Appointments: Students must make an appointment to see their counselor at the following [link](#) or by visiting one of the assistants at the Student Services desk.

- Appointments should be made during a free or lunch period; students can use their confirmation email as their hall pass to get to their counselor's office.
- Freshmen who schedule an appointment during their study hall can use their email confirmation as a pass or they can get a pass from one of the assistants in Student Services after they have scheduled an appointment.
- Counselor Office Hours are from 8 am-3:30 pm.

If this is a crisis situation, please report to your team **immediately**.

TEAM 1 COUNSELORS	TEAM 2 COUNSELORS	TEAM 3 COUNSELORS	TEAM 4 COUNSELORS
Mike Hernon mhernon@d211.org 847-755-1642	Judy Locher jlocher@d211.org 847-755-1650	Nicole Capalbo ncapalbo@d211.org 847-755-1651	Michelle Calisch mcalisch@d22.org 847-755-1649
Lilia Ramirez lr Ramirez@d211.org 847-755-1647	Tim O'Connell toconnell@d211.org 847-755-1645	Katie Sobol ksobol@d211.org 847-755-1641	Alonso Ramirez aramirez@d211.org 847-755-1646
Shannon O'Brien sobrien@d211.org 847-755-1648	Jordan Smason jsmason@d211.org 847-755-1644	Rick Splitt rsplitt@d211.org 847-755-1643	

DROP IN COUNSELORS: In addition to academic counselors, all PHS students have the ability to meet with drop-in counselors. Drop-In Counselors are available to help students in crisis situations, with social situations, family trouble /or peer conflict. Students should see their **academic** counselors for all class-related questions.

DROP-IN COUNSELORS	Rachel Bertrand rbertrand@d211.org 847-755-1806	Antonio Nieto Medina amedina@d211.org 847-755-1976	Kara Zwirkoski kzwirkoski@d211.org 847-755-1963
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For more information visit: <https://adc.d211.org/Page/7119>

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WHERE DO I GO FOR...

SAFETY CONCERNS

PREOCUPACIONES DE SEGURIDAD

Safety of students and staff is the number one priority of Palatine High School and District 211. One of the most important ways for us to stay safe is for every member to stay vigilant - see *something, say something*.

ANONYMOUS REPORT: If you would like to anonymously report a concern to Palatine High School Administration, please use our anonymous alerts system. You can use this [LINK](#) or the "Report a Safety Concern" link on your school iPad.

- Fill out this [LINK](#) if you or someone else feels unsafe.
- Please include as much information as possible. Your name will help an administrator get a hold of you faster.

**All reports submitted are immediately routed to administrators; however, if you are experiencing an emergency or need immediate assistance, please call 911.*

EMERGENCY: If this is an emergency (You are being harmed or believe someone else is being harmed), please call 911.

NON-EMERGENCY: If it is not an emergency please email and see your Assistant Principal for Interventions.

ADDITIONAL RESOURCES

- Suicide Prevention Lifeline: 1-800-273-8255
- Domestic Violence Hotline: 1-800-799-SAFE (1-800-799-7233)
- Child Abuse Hotline: 1-800-4-A-CHILD (1-800-422-4453)
- Sexual Assault Hotline: 1-800-656-4673
- Substance Abuse and Mental Health Hotline: 1-800-662-4357
- National Hunger Hotline: 1-866-3-HUNGRY (1-866-348-6479)
- Homelessness Hotline: 1-800-654-8595

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Report a Safety
Concern

PALATINE HIGH SCHOOL

SEE SOMETHING SAY SOMETHING

MAKE OUR SCHOOL A SAFER PLACE

How to report...it's **ANONYMOUS**

(This will not collect your info or email)

1. Click this icon on
your iPad or the
PHS website



Report a Safety
Concern

2. Report the incident details,
time & location

OR...Scan the QR Code to
submit an anonymous tip





WHERE DO I GO FOR...

CAREER & COLLEGE SUPPORT

APOYO SOBRE UNIVERSIDADES Y CARRERAS

College & Career Counselor: Jordan Smason

Phone: 847-755-1644

Ms. Smason is located in Pod 2 in the main office. She can advise students how to choose a postsecondary path that aligns their interests with schools that best fit their needs. Some of the events planned by Ms. Smason include:

- **Open House Presentation**
 - Parents can receive information on college planning, trade schools, apprenticeship and the military. This will occur in the first few weeks of school each year.
- **Financial Aid Night**
 - The Illinois Student Assistance Commission (ISAC) gives an overview of the FAFSA.
- **FAFSA Completion Workshops**
 - The Illinois Student Assistance Commission (ISAC) provides support to parents and students completing the FAFSA.
- **College Night**
 - Over 150 colleges and universities attend this fair to provide information to prospective students. This usually occurs at the beginning of October each year.
- **College Planning Night for Juniors**
 - Juniors and their parents receive crucial information to begin the postsecondary planning process.

Some of the other important college components that Ms. Smason manages include:

- **PHS Scholarship [Site](#)**
 - Palatine High School has a list of over 100 scholarships that are updated each year.
- **PHS College Rep Visits/Workshops [Site](#)**
 - Representatives from various colleges & universities visit PHS every fall.
- **AP Registration and Testing**
 - Students enrolled in AP courses receive support on how to register and pay for the exams.

Students can make an appointment to go over their college applications, receive support with any questions regarding financial aid, and review scholarship opportunities.

Career Advisor: Susan Turner

Phone: 847-755-1657

Mrs. Turner is located in the college & career portion of the Media Center. She plans career treks for students and helps them explore avenues other than the traditional college pathway.

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WHERE DO I GO FOR...

HEALTH SERVICES | *SERVICIOS DE SALUD*

The **PHS Health Services Office** is here to support students with a variety of needs including

- **Not Feeling Well at School:** A student who is ill may obtain a pass from a teacher and go to the nurse's office. If the student must be sent home, a parent, a guardian, or another responsible adult, listed in the student's emergency contacts, in Infinite Campus, must give permission through the nurse's office for the student to leave school. No student who is ill may leave school without permission of the nurse
- **COVID Positive:** If a student has tested positive for COVID-19, please contact the nurse's office directly. Do not attend school, until further instructions have been given.
- **Medical Study Halls:** Medical Study Halls are assigned to students who have a doctor's note excusing them from PE, due to medical concerns. Please see the health secretary in the RN office for a study hall assignment, and bring the doctor's note.
- **Physicals:** To enroll a student in a District 211 school, a physical examination must have been completed within 12 months of the first day of class on a State of IL form. [link](#). Should the student participate in a sport, a sports physical is valid for 13 months from the date of the exam. Students should turn in all physicals, and sports physicals to the nurse's office.
- **Vaccinations:** All students attending PHS, must be compliant with state regulations, and compliant with all required immunizations. Proof of vaccines should be given to the nurse's office.
- **Other Info:** Over-the-counter medication (tylenol, ibuprofen, or Tums) can be administered by the Nurse if both the parent, and the primary care physician complete this form [link](#). This form needs to be completed each year.

NAME	CONTACT INFORMATION
Health Services Office	Office Phone: 847-755-1663 Office Fax: 847-755-1861
Caitlin Hermanson, RN, BSN	chermanson@d211.org Ext 1662
Jean Johnson, RN (PT)	icjohnson@d211.org Ext 1663
Dana Maiorello, Health Clerk	DMaiorello@d211.org Ext 1663

For more Health Office information please click on this [link](#).

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WHERE DO I GO FOR...

GETTING INVOLVED | INVOLUCRATE

At Palatine High School we are proud to offer students a variety of athletic, activities, and fine arts programs for students to participate in. PHS encourages all students to join one club, sport, or activity as students who are involved in extracurriculars are more likely to be engaged in school and be successful.

Reasons to join a club/sport in high school:

- Improved Academic Performance
- Explore Interests
- Often leads to Higher Self-esteem. ...
- Meet new people
- Learn essential Life Skills. ...
- Build resumes & college applications

Registration: In order for a student to participate in an activity, club, or sport, students **MUST** be registered in Infinite Campus. [Here](#) is the portal to register. This should take less than 5 minutes to complete.

[Here](#) are the directions in English. [Aquí](#) están las direcciones en español.

Activities / Clubs	Athletics	Fine Arts
PHS has more than 60 activities and clubs that meet at a variety of times.	PHS has more than 30 competitive sports divided into 3 seasons; fall, winter, and spring. <ul style="list-style-type: none"> • Fall sport tryouts are generally the first week in August. • Winter sports tryouts generally start the last week in October • Spring sports tryouts generally start at the end of February. 	PHS has a well-established Fine Arts program which includes band, choir, and orchestra classes and programs. Additionally, PHS hosts a wide variety of fine and drama programs including plays and a yearly musical.
The listing of clubs, sponsors, contact information and calendar, and meeting times can be found on the PHS website under the "activities" tab. Here is a link	The listing of sports, contact information, and updated information regarding tryouts, calendars, and results can be found on the PHS website under the "athletics" tab. Here is a link	The listing of activities, sponsors, contact information and calendar, and meeting times can be found on the PHS website under the "activities" tab. Here is a link
Activities Director/Assistant Principal: Kim Glaser 847-755-1612 kglaser@d211.org Activities Administrative Assistant Shannon Szukala 847-755-1613 sszukala@d211.org	Activities Director: Luis Arroyo 847-755-1770 larroyo@d211.org Athletic Administrative Assistant Michelle Simons 847-755-1771 msimons@d211.org	Music Department Chair & Orchestra Director Dung Pham dpham@d211.org Band Director Carlos Esquivel cesquivel@d211.org Choral Director Matt Koehlinger MKoehlinger@d211.org

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