

# HOFFMAN ESTATES

## HIGH SCHOOL

2023 - 2024 Parent Guidebook





“

*The Hoffman Estates High School faculty and staff **WELCOME** you to the 2023-2024 school year! Each new school year brings extraordinary opportunities for our students to experience innovative teaching and exceptional learning experiences.*

”

## A MESSAGE FROM MICHAEL ALTHER PRINCIPAL OF HOFFMAN ESTATES HIGH SCHOOL

The amazing faculty and staff at Hoffman Estates High School are dedicated to ensuring your child will achieve their academic potential and be supported in their social/emotional development. We will encourage connectedness through participation with the variety of athletic and extracurricular opportunities that exist at Hoffman Estates High School.

Together, our students, parents, faculty and staff work to create a learning community in which everyone feels safe, welcomed, represented and valued. The Hoffman Estates learning community values all facets of our diversity and recognizes the strength that lies within it.

We are excited to share this Guidebook with you as it is a resource which will help inform and support decision making as your student navigates their high school experience. Know that the faculty and staff are here to work collaboratively with you and your child to ensure the best educational experience.

We would like to thank you in advance for your support and collaboration as we work together to ensure all of our students have the high school experience they deserve!

Thank you,

Michael Alther  
Principal

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# CALENDAR OF EVENTS

<b>August 14</b>	FIRST DAY OF CLASSES
<b>August 31</b>	PARENT OPEN HOUSE
<b>September 28</b>	COLLEGE NIGHT
<b>October 11</b>	PSAT/NMSQT EXAM (JUNIORS-OPTIONAL)
<b>October 17</b>	FIRST GENERATION COLLEGE NIGHT
<b>November 28</b>	FINANCIAL AID NIGHT
<b>November 2023 - January 2024</b>	COURSE SELECTION FOR 24-25 SCHOOL YEAR
<b>December 20 - December 22</b>	FIRST SEMESTER FINAL EXAMS
<b>December 23, 2023 - January 9, 2024</b>	WINTER BREAK
<b>January 10</b>	FIRST DAY OF SECOND SEMESTER
<b>January - March 2024</b>	ACCESS FOR ENGLISH LEARNERS
<b>March 4 - March 29</b>	SEAL OF BILITERACY TEST (OPTIONAL)
<b>March 25 - March 29</b>	SPRING BREAK
<b>April 10</b>	SAT EXAM (JUNIORS) PSAT 10 EXAM (SOPHOMORES)
<b>April 11</b>	ILLINOIS SCIENCE ASSESSMENT (JUNIORS) PSAT 9 EXAM (FRESHMEN)
<b>May 6 - May 17</b>	ADVANCED PLACEMENT EXAMS
<b>May 17</b>	GRADUATION – CLASS OF 2024
<b>May 22 - May 24</b>	SECOND SEMESTER FINAL EXAMS
<b>May 24</b>	LAST DAY OF SCHOOL



# ACADEMIC SUPPORTS AT HOFFMAN ESTATES

At Hoffman Estates High School, we strive to provide academic support for all students, in order to enhance student success. While students are always encouraged to seek assistance from their academic teachers, a variety of resources are available for students seeking additional support.

## Grade Reporting

Student grades are reported by semesters. Each semester is made up of 18 weeks. Parents are informed of their student's progress at 6- and 12-week intervals. The 6- and 12-week in-progress grades may include special comments from the teacher. Parents of students having difficulty or doing unsatisfactory work are urged to meet with teachers and/or the student's counselor to discuss improvement options. Specific dates of all student reports are in each school's Calendar Handbook. Parents/guardians can view their students academic progress in Infinite Campus.

## Academic Advising

Students work with their counselor to develop a personal academic plan based on their interests and goals. The counselor can also recommend other academic supports as needed. Administrators, counselors, psychologists, social workers, and support staff work hand-in-hand to personalize a student's academic supports.

## Academic Intervention System

Hoffman Estates High School's academic intervention system was created to ensure that every student can meet or exceed academic standards. The goal of this system is to increase academic performance for HEHS students through personalized help from faculty, staff, peers and parents. This is accomplished by focusing on homework completion and test-taking strategies, building strong organizational habits and developing the study skills necessary to be successful in high school and beyond. The multi-tiered academic interventions provide a structure to assist all students in improving academically and being more responsible, self-directed learners.

We offer a variety of academic interventions which are assigned to students based on their academic needs. Seminar provides students an opportunity to independently develop their academic accountability and time management skills. Students have access to the HEHS media center, tutoring centers, student services staff and test make-up. Students may also be assigned to the Hawk Guided Study Center, a quiet, structured environment during the school day to complete homework and study for tests and quizzes. Students are supervised by a HEHS staff member who can collaborate with teachers and provide access to tutoring centers.

## AP Study Lab

Students participating in an AP course for the first time may be assigned to or request placement within the AP Study Lab. AP teachers work to guide these AP students on improving their learning, organization, time management, and access to additional support.

## Tutoring

Students are always encouraged to talk to their teachers about specific issues in their class. However, tutoring for various subjects is available throughout the school day. Additionally, there is tutoring available after school Mondays through Thursdays from 3-5 pm in the HEHS Media Center in the areas of reading, math, world language and science.

## SAT Prep

Hoffman Estates High School provides a free after school SAT prep program for HEHS students. Students will be exposed to information and test taking strategies to prepare them for participation in the annual school-day SAT test administered in April.

## Student Support Team (SST)

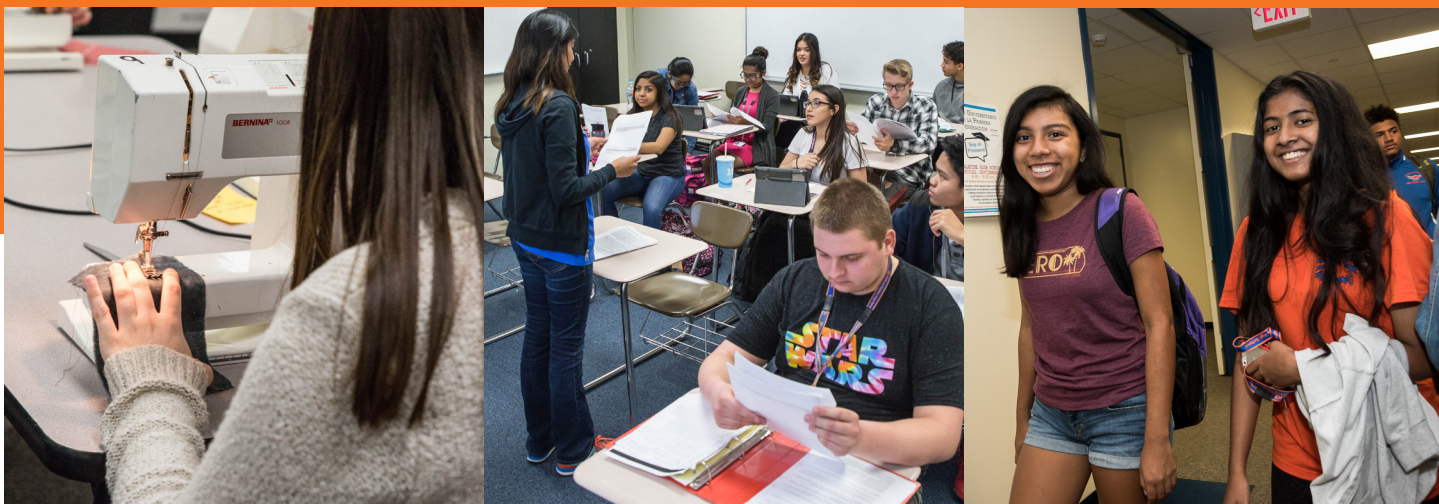
Each SST consists of an administrator, counselors, and psychologist/social worker and provides one point person for parents and students to access support services. This team format provides an opportunity for staff to collaborate and to address attendance, behavior, and academic issues quickly and efficiently.

## Freshman Foundations

Hoffman Estates High School's Freshman Foundations program is designed to ease the transition to high school. Each Freshman Foundations class is facilitated by a certified teacher and several FreshMENTORS. FreshMENTORS are junior and senior students who have been selected based on their leadership qualities. Freshmen students are assigned a guidance counselor based on their Freshman Foundations class. Lessons are conducted within the class by the classroom teacher, FreshMENTORS and guidance counselors. These lessons are focused on providing students with resources for a successful student career and helping students establish a sense of belonging at Hoffman Estates High School. Students will also have the opportunity to check their academic progress or spend time receiving tutorial supports.

## Need Help, But Not Sure Where to Begin?

If a student has academic questions or difficulties they should contact their classroom teacher for help. Parents may contact teachers through email or by phone. Questions regarding scheduling, emotional health/wellness support, or post-secondary planning can be addressed by a student's counselor. Students who may not know where to begin for support may visit their team room where a staff member or administrator can engage them and help to ascertain their unique needs.



## ATTENDANCE

Daily attendance at school is required by State Law.

Success in school is linked closely with being in the classroom, joining in class discussions, and completing assigned work on a regular basis. In the classroom, students can take full advantage of classmates' ideas, teacher explanations of assignments, and other material that enriches learning.

***There is no way to duplicate the same classroom experience after a student has been absent.***

### TO REPORT AN ABSENCE:

**Option 1:** Log into Infinite Campus. Under the menu, click more, then click on *Absence Requests*. You can submit an absence request for full day absence, arrive late, or leave early.

**Option 2:** Please call the attendance office to report any absences from school, including late arrivals or leaving early.

- 847-755-5670

## ABSENCE

***Parents should call the Attendance Office by 10:00 a.m. or submit an absence request in Infinite Campus when a student is too ill to attend school.*** This notification allows the student to come to class the next day with little or no delay. Parents are requested to notify school personnel no later than 24 hours after the absence. If parents do not call, the student's absence will be considered truant until a parent authorizes the absence. School staff will attempt to contact parents when students are absent and a parent call has not been received.

An authorized absence means the student is not present in the school, assigned classroom, or on the campus.

***Students are not to leave school before their regular dismissal time without the permission of an administrator or the nurse.*** Once students have permission to leave, they must sign-out in the Attendance Office and leave the building.

While daily attendance is required, students may occasionally miss school for the following reasons: serious illness or death in the family (inform the school as soon as reasonably possible), court appearance, doctor or dental appointments, pre-arranged college visits (must be made two days in advance).

If one of these situations occurs, parents should call the Attendance Office ***at least*** 24 hours in advance of the absence. For court, doctor, or dental appointments during the day, the student must sign out in the attendance office. ***Students may not be excused from any class in order to complete work, make-up work, or take a test or quiz.***

All work assigned when the student was absent is to be made up after the student's return to school.

# ACTIVITIES/ATHLETICS

Hoffman Estates High School values student involvement and participation in extracurricular activities, including athletics, clubs, and the fine arts. These activities provide students opportunities for enrichment while also helping them to connect to their school community. All students are encouraged to join at least one of these groups during freshman year.

Hoffman Estates High School offers over 75 unique student clubs and activities. A full list of these organizations is available on the school website at <http://www.hoffmanestates.portal.rschoolday.com>.

Athletic teams are organized according to the fall, winter, and spring sports seasons.

Athletic and activity camps are part of the Hoffman Estates High School summer school program. Specific summer camp details will be sent to you in the spring as part of the summer school information packet. Students must have a valid physical on file with the nurse's office to participate in these camps.

## DID YOU KNOW...

Students can schedule an appointment with their counselor by clicking the icon below on their iPad.



## STUDENT SERVICES

The Student Services Department supports every Hoffman Estates High School student. Students are assigned a school counselor who serves as their main point of contact for all school-related matters throughout high school. Students can request an appointment with their school counselor during any non-academic period of the student's school day.

Counselors lead students through grade-specific activities and lessons during the school year. The activities, often provided in classroom settings, are designed to support student development in the areas of academic proficiency, post-high school planning, and social-emotional wellbeing.

Parents are encouraged to contact their child's school counselor anytime the parent seeks greater insight about their child's status in school. The counselor has access to a variety of resources to assist parents and can facilitate connections with others in the school as needed.

### Registrar

The Registrar's office maintains all permanent school records and manages the collection of students' grades at the conclusion of each semester. Permanent records are maintained for sixty years after a student graduates, transfers, or permanently withdraws from school.

Hoffman Estates High School uses Maia Learning, an online system to process requests from current high school students for school transcripts.

### Student Support Teams

Hoffman Estates High School has assembled student support teams to best meet the needs of all students. Composed of an assistant principal, 2-3 school counselors, a psychologist, and/or a social worker, each team monitors student progress according to academic, behavior, and attendance factors. Any student displaying indicators of concern receives concentrated attention and support. The school counselor remains the best point of contact for any parent interested in knowing more about the student support team model. For more information, contact the Student Services Office at 847-755-5630.

# DISTRICT 211 GRADUATION REQUIREMENTS

## Recommended Guide for Academic Preparation

ACADEMIC AREA	DISTRICT 211 GRADUATION REQUIREMENTS*	COMMUNITY COLLEGE CAREER PROGRAMS, VOCATIONAL SCHOOLS	4-YEAR COLLEGES AND UNIVERSITIES, COMMUNITY COLLEGE TRANSFER PROGRAMS*	HIGHLY SELECTIVE COLLEGES AND UNIVERSITIES
ENGLISH	4 Years	4 Years	4 Years: Emphasis on written and oral communication and literature	4 Years
MATHEMATICS	3 Years including a 300-level course	2 Years	3 Years: Algebra, Geometry, Algebra 2, Trigonometry	4 Years: Recommended through Calculus
SCIENCE (laboratory sciences)	2 Years	2 Years	3 Years: Recommended core areas: Biology, Chemistry, Physics	4 Years: Recommended core areas: Biology, Chemistry, Physics
SOCIAL STUDIES	2 Years: U.S. History and Social Science Survey or equivalent	2 Years	3 Years: Emphasis on History and Government ( <i>requirement varies</i> )	3 to 4 Years
WORLD LANGUAGE	1 Year or Career/Technical Education/Fine Arts	None Required	2 Years**	2 to 4 Years
CAREER & TECHNICAL EDUCATION or FINE ARTS	1 Year or World Language	None Required	2 Years:** May include course in: Applied Technology, Art, Business Education, Family and Consumer Sciences, or Music	1 Year recommended

\* Additional District 211 requirements include: consumer education, driver education, 2 years of physical education, and 2 years of Wellness.

\*\* World language preparation may be recommended or required by colleges or universities. State-supported universities in Illinois may accept vocational education or fine arts courses in lieu of foreign language. Check with a counselor for details.

## SPECIAL POLICIES REGARDING CREDITS

- Students may drop an elective course after the first semester and receive one-half credit. However, one semester of a one-year course may not meet college entrance requirements.
- Students may drop a fifth or sixth class without penalty until the 25th day of the semester. Thereafter, the student will be given “W/F” or “W/P” based on academic standing at the time of the drop. **The “W/F” grade will be included in the calculation of grade point average.** Students who drop after the 25th day will be assigned compulsory study hall instead of attending class for the remainder of the semester.

## DUAL CREDIT PROGRAM

Selected courses in the curriculum have been designated as “dual” or “articulated credit.” These courses, designated as 600-level courses, are offered as part of a curriculum collaboration with Harper College or other colleges as indicated. Dual credit allows a student to earn both college and high school credit simultaneously. Certain restrictions apply to these courses and interested students should see their high school counselor for details.

Additional information regarding how dual credit coursework may transfer to a variety of colleges can be found at <https://transferology.com>.





# Career Pathways

The current employment outlook for the United States indicates that most jobs will require postsecondary education and training beyond high school. Whether a student is preparing to attend a four-year university, a two-year college or enter the work force, early exploration of possible careers and college majors is vital. To determine your career pathway/cluster complete the [MaiaLearning](#) Interest Profiler.

## ILLINOIS CAREER PATHWAYS



## NATIONAL CAREER CLUSTERS

- Agriculture, Food and Natural Resources
- Arts (Performing and Visual), Audio/Video Technology and Communications
- Business Management & Administration
- Finance
- Marketing
- Hospitality & Tourism
- Health Sciences
- Education and Training
- Government and Public administration
- Law, Public Safety, Corrections, and Security
- Human Services
- Information Technology
- Architecture and Construction
- Manufacturing
- STEM
- Transportation, Distribution and Logistics
- Energy



# Your Personal 4-Year Course Plan

Use your **MaiaLearning** Interest Profiler results to plan your pathway.



**Download and save your 4-year plan!**

GRADE 9	GRADE 10	GRADE 11	GRADE 12	D211 Graduation Requirements* (Community College requirements are met)	4-Year College/University Recommendation
English	English	English	English /	4 Years	4 Years
Math	Math	Math	Pathway Elective	3 Years including a 300-Level Math Course	3 – 4 Years
Biology	Science	Pathway Elective	Pathway Elective	2 Years	3 – 4 Years
Pathway Elective	Pathway Elective	US History	Economics/ Government	2 Years including US History and Econ/Government	3 – 4 Years
Pathway Elective	Pathway Elective	Pathway Elective	Pathway Elective	Must include a minimum of 1 Year of: <input type="checkbox"/> World Language <b>OR</b> <input type="checkbox"/> Career & Technical Education <b>OR</b> <input type="checkbox"/> Fine Arts	*World Language – 2 Years
Pathway Elective	Pathway Elective	Pathway Elective	Pathway Elective		
Freshman Wellness	Sophomore Wellness	Wellness Elective	Wellness Elective		
Lunch	Lunch	Lunch	Lunch		
Summer School	Summer School	Summer School	Summer School		



Review the D211 Curriculum Guide for a full description of Graduation Requirements and Course Descriptions.

<https://adc.d211.org/curriculum-guide>

► **Core Pathway Courses** As part of graduation requirements, courses in core areas (English, Math, Science and Social Studies) can support your pathway interests. Please discuss options with your school counselor and teachers to determine coursework that best aligns.



**Don't Forget!**

## Additional Graduation Requirements

### Must include both

- ☐ Consumer Education
- ☐ Driver Education (private or at school)

+

### Include a minimum of 1 year

- ☐ \*World Language **OR**
- ☐ Career & Technical Education **OR** (Applied Technology, **OR** Business, **OR** Family Consumer Sciences Course)
- ☐ Fine Arts (Art & Media **OR** Music)

+

### Must complete

- ☐ State Testing (Junior Year)
- ☐ Constitution Test (completed during Senior year Social Studies Course)
- ☐ FAFSA Completion (Senior Year)
- ☐ At least 20 units of credit

\*World language may be recommended or required by colleges/universities in Illinois. State-supported universities in Illinois may accept Career Technical Education or Fine Arts courses. **Check with a counselor for details.**

# TOWNSHIP HIGH SCHOOL DISTRICT 211

## ASSESSMENTS 2023-2024

Township High School District 211 coordinates district wide assessment programs for high school students.

- State of Illinois Assessment Program that complies with the requirements of the State Board of Education.
- College-Bound Assessments aid students in making decisions with regards to their college plans. These are assessments such as the National ACT and SAT where students register for the test online.

## STATE OF ILLINOIS ASSESSMENT PROGRAM

### PSAT 8/9

**Student Population:** 9th grade students

**Date:** Thursday, April 11, 2024

Visit <https://satsuite.collegeboard.org/psat-8-9> for more information.

### PSAT 10

**Student Population:** 10th grade students

**Date:** Wednesday, April 10, 2024

Visit <https://satsuite.collegeboard.org/psat-8-9> for more information.

**SAT State Testing** is a state-funded SAT assessment administered to all high school juniors and is a graduation requirement. This in-school administration will include the essay.

**Student Population:** 11th grade students

**Date:** Wednesday, April 10, 2024

Visit <https://satsuite.collegeboard.org/sat> for more information.

**Illinois Science Assessment** is a state required science assessment that will be administered to students in 11th grade. The assessment is aligned to the Illinois Learning Standards for Science incorporating the Next Generation Science Standards (NGSS). Visit <https://www.isbe.net/isa> for more information.

**Student Population:** 11th grade students

**Date:** Thursday, April 11, 2024

**ACCESS for ELLs** – Assessing Comprehension and Communication in English State-to State for English Language Learners is a standard-based English Language Proficiency Test that tests students in the four language domains: Listening, Speaking, Reading, and Writing. Visit <https://www.isbe.net/Pages/EnglishLearnerIdentificationAssessment.aspx> for more information.

**Student Population:** All English Learners

**Dates:** January 17 - March 5, 2024

**DLM** are assessments for students with significant cognitive disabilities for whom general state assessments are not appropriate, even with accommodations. DLM assessments offer students a way to show what they know and can do in English language arts, mathematics, and science. Visit <https://www.isbe.net/dlm> for more information.

**Student Population:** Students identified through an IEP

**Dates:** March 13 - May 8, 2024

**Illinois Fitness Assessment** – All Illinois public schools are required to administer a physical fitness assessment to students in grades 3-12. The four required areas of the fitness assessment are aerobic capacity, muscular capacity, muscular strength, and flexibility.

**Student Population:** All grades

**Dates:** April-May

**Seal of Biliteracy** – The Illinois State Board of Education's Seal of Biliteracy Program will place an official seal on diplomas and official recognition will be placed on transcripts of students who qualify in both English and another language. District 211 offers the AAPPL and Avant Stamp Language Assessments to help students qualify for the Seal of Biliteracy. The AAPPL is available in Arabic, Chinese (Mandarin), French, German, Hindi, Italian, Japanese, Korean, Portuguese, Russian, Spanish and Thai. The Avant Stamp 4S is available in Hebrew and Polish. Students also need to meet English proficiency. Visit <https://www.isbe.net/sealofbiliteracy> for more information.

**Student Population:** Seniors

**Fee:** \$25

**Dates:** March 4 - 29, 2024

**Administration:** Online or in-person

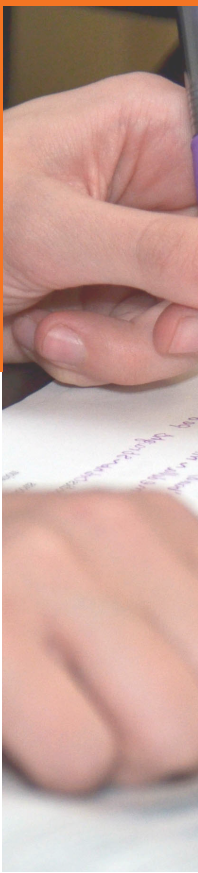
## COLLEGE BOUND ASSESSMENTS

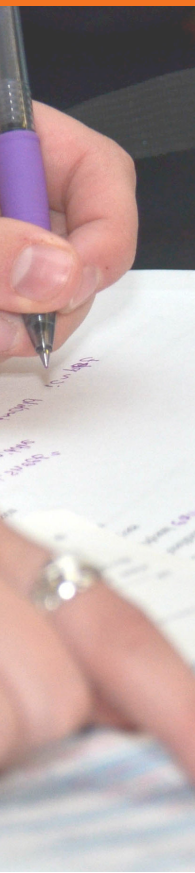
**AP** – Advanced Placement Tests are offered for students who have pursued college-level AP courses while in high school. Students who earn a 3, 4, or 5 on an exam may receive early college credits from a college or university. Registration/payment for AP Exams are required in the fall. Visit <https://apstudents.collegeboard.org/what-is-ap> for more information.

**Student Population:** Students enrolled in AP courses (optional).

**Fee:** approximately \$97 for each test

**Dates:** Monday, May 6, through Friday, May 17, 2024





**PSAT/NMSQT** – Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test measures the reading, writing and language, and math skills needed for college and career. Scores from the PSAT/NMSQT may qualify 11th grade students to be National Merit Scholars and enables students who score at the highest levels to qualify for college scholarships. It allows students to compare their academic skills with those of other college-bound students.

The PSAT/NMSQT is administered during the school day and is an optional exam. Registration/payment will be available in the fall. Visit <https://satsuite.collegeboard.org> for more information.

**Student Population:** Predominantly college-bound 11th grade students to qualify for National Merit Scholars or other college scholarships.

**Fee:** Approximately \$18

**Date:** October 11, 2023

**SAT** is an assessment designed to assess a student's academic readiness for college. The SAT assesses student knowledge in reading, writing and mathematics. Most students take the SAT during their junior or senior year of high school, and colleges and universities may use the SAT to make admission or scholarship decisions. The assessment is composed of Evidence Based Reading and Writing and Math. College Board determines the locations of the tests. All test dates are Saturdays. Visit <https://satsuite.collegeboard.org/sat> for registration and testing locations.

**Student Population:** Predominantly college-bound 11th and 12th grade students.

SAT TEST DATE	REGISTRATION DEADLINE
Aug 26, 2023	Jul 28, 2023
Oct 7, 2023	Sept 7, 2023
Nov 4, 2023	Oct 5, 2023
Dec 2, 2023	Nov 2, 2023
Mar 9, 2024	Feb 23, 2024
May 4, 2024	Apr 19, 2024
Jun 1, 2024	May 17, 2024

**ACT** is a national college admissions examination that consists of subject area tests in English, Mathematics, Reading and Science. An optional writing test measures skills in planning and writing a short essay. ACT determines the locations of the tests. Visit <https://act.org/student> for registration and testing locations.

**Testing Accommodations** – If your student requires accommodations for testing under an IEP or 504 plan and will register for one of the optional assessments, please contact the counselor or case manager in your school at the beginning of the school year to learn how to apply for accommodations for the specific tests.

ACT TEST DATE	REGISTRATION DEADLINE
Sept 9, 2023	Aug 4, 2023
Oct 28, 2023	Sept 22, 2023
Dec 9, 2023	Nov 3, 2023
Feb 10, 2024	Jan 5, 2024
Apr 13, 2024	Mar 8, 2024
Jun 5, 2024	May 3, 2024
Jul 13, 2024	Jun 7, 2024

**Test Preparation Programs** – District 211 implements a multi-tiered approach to preparing students for the SAT Suite of assessments. Each school offers a free test-prep program. For specific information contact your child's guidance counselor. The Khan Academy is a free resource available to all students preparing to take the SAT.

ASSESSMENT CALENDAR BY MONTH 2023-2024			
October		April	
Wed, Oct 11	PSAT/NMSQT	Wed, Apr 10	SAT & PSAT 10
Sat, Oct 21	PSAT 8/9 (incoming freshmen)	Thu, Apr 11	PSAT 8/9
Sept	Practice SAT	Thu, Apr 11	Illinois Science Assessment
January		May	
Jan/Feb	ACCESS for ELL	May 6 - 17	AP Exams
March			
Mar 4 - 29	Seal of Biliteracy		



# HEALTH SERVICES INFORMATION

The Health Services Office is staffed by a school nurse and a health clerk who provide support for illnesses, known medical conditions, and injuries. In the event a student must be sent home from school for a medical reason, the Health Services Office will notify the parent/guardian. In cases where the parent/guardian is unavailable, the office will contact an adult listed as an emergency contact on the student's school registration information. Please make sure emergency contact information is up-to-date. The Health Services Office will only administer prescription and non-prescription medications in school after the parent/guardian has provided a signed copy of the Authorization for Administration of Medication Form. Families of students with chronic health conditions should contact the Health Services Office to discuss appropriate accommodations for your child. If your child has asthma, food allergies, epilepsy, diabetes or any other health condition that requires medication or a health care plan, have your child's health provider complete a new action plan or medication form for each new school year.

Health care plans and medication forms can be found on the [District 211 Health Information Website](#).

## Health Requirements

Students entering 12th grade in the State of Illinois must show proof of 2 doses of the Meningococcal conjugate vaccine. Children receive their first dose at 11 years old with a booster dose on/after 16 years old. Only one dose is required for students entering 12th grade if the first dose was received on/after your child's 16th birthday.

Students entering freshman year must complete immunization history and Child Health Examination Form signed by a medical provider, dated on or after 8/12/2022. A sports physical does not meet this requirement.



**HIGH SCHOOL DISTRICT  
211 HAS A FIRST DAY  
EXCLUSION POLICY.  
STUDENTS WHO ARE NOT IN  
COMPLIANCE WILL NOT BE ABLE  
TO ATTEND SCHOOL.**

### Required Dental Examination

All students in the Class of 2028 are required to provide proof that an oral health examination was completed by a licensed dentist between November 15, 2023 – May 15, 2025.

#### Transfer students from another Illinois High School:

- Students must present a copy of their 9th grade physical, or more current complete physical, with updated immunizations.

#### Transfer students from out of state OR out of country

- Students have 30 days to complete the Illinois state requirements of a physical and updated immunizations. The physical must be completed on the [Illinois State Form](#).

- Families must provide an [Eye Examination Form](#) dated within 12 months of the first day of school.
- A [Dental Exam](#) is required if transferring as a freshman.

### Religious Exemptions to Required Immunizations

Families seeking a religious exemption from the immunization requirements must use the official Illinois Certificate of Religious Exemption to Required Immunizations and/or Examinations form. This form must be signed by a licensed medical physician.

Please turn in all medical paperwork to either the Health Services Office or using the preferred submission method emailing [HEHSnurse@d211.org](mailto:HEHSnurse@d211.org).



## FOOD SERVICES

High School District 211 lunch and breakfast programs have been recognized for excellence by the Illinois State Board of Education, Department of Child Nutrition, and the United States Department of Education. Each year, the District serves over one million meals to students.

Lunch and breakfast menus are designed to appeal to young people's tastes and monthly menus are available at <https://il49000007.schoolwires.net/Page/6398>. Parents may prepay for their child's meals using the *MySchoolBucks* app. More information about this convenient option is available at <https://adc.d211.org/Page/6670>.



## MEAL/FEE WAIVER APPLICATION

Students may qualify for free or reduced-price meals and waiver of fees, if the household meets federal income guidelines. Households must reapply annually. The application is available on July 1 and can be completed online or a hardcopy application is available by request. If a student qualifies for meal benefits, additional fees waived may include: Driver Education, PE uniforms and locks, AP tests, summer school tuition, and graduation cap and gown fees. The application can be completed online at [school lunchapp.com](https://school lunchapp.com) or contact the Food & Nutrition Services Department for additional information: [foodservice@d211.org](mailto:foodservice@d211.org).



## TRANSPORTATION

Free bus transportation is provided for all students who reside more than 1.5 miles from Hoffman Estates High School. Bus route details and pick/drop times are provided in the first week of August in your students Infinite Campus portal. Bus transportation is available for a nominal fee for students who reside less than 1.5 miles from school. Contact the District 211 Transportation Department for more details or see the district website under Departments-Transportation. Hoffman Estates High School also provides bus transportation in the late afternoon and evening to accommodate students participating in extracurricular activities and athletics. Late/evening buses are available Monday – Friday and leave at 4:10 and 5:25 p.m. Students must have a valid bus pass to board the late/evening buses.

### DID YOU KNOW...

Parents can track their child's school bus using a GPS tracking app that is available on the district website under Departments then transportation. (See page 15)



# SCHOOL SAFETY AND SECURITY

School safety is a top priority at Hoffman Estates High School. The school employs a video surveillance camera system to enhance security and deter inappropriate activity on school grounds. Regular safety drills that practice our Lockdown and Run, Hide, Survive procedures are conducted at each school. These drills involve students and staff members to help all members of the school community know how to respond in the event of an emergency. Additionally, the following safety protocols have been implemented:

## School Resource Officer

In partnership with the Hoffman Estates Police Department, Hoffman Estates High School employs a full-time sworn police officer to be on-site each school day. The School Resource Officer (SRO) assists the school with all facets of school security.

## Lockdown Push Stations

We have installed blue lockdown push-button stations in each building. These devices are similar to the standard fire alarm pull station that you would find in any public setting. The Lockdown push buttons allow any staff member to initiate our Lockdown and Run, Hide, Survive procedures quickly and without delay.

## School Visitors

All visitors, including parents, to Hoffman Estates High School must provide a valid photo ID upon entering the school. A visitor tag will be provided and must be worn for the duration of the visitor's time at school. Food deliveries are not permitted.

## Parking

Those parking at Hoffman Estates High School must display a valid parking permit. Visitor parking spaces are closely monitored and are reserved for short-term use by parents and other visitors. Recurring violations will result in vehicle being towed at owners expense.

## Student ID Cards

Students must have their school ID card in their possession at all times while at school. The ID card must be provided to school staff members upon request and visible for entry to the school.

## Safety Concerns

Students, parents, and community members are encouraged to report safety concerns using the online form available on the Hoffman Estates High School website. Reports may be anonymous, if desired. The form is available at <https://adc.d211.info/forms/hoffman-estates-high-school-safety-concern/>.





# SOFTWARE SYSTEMS & USER ACCOUNTS

A variety of software systems are used to maintain student information, manage instructional tasks, and support student development. Parents and students alike have access to these systems, and parents are encouraged to establish user accounts for each system and reference the library of tutorial videos to learn how to maximize the use of these systems. The tutorial videos are available on the District 211 website at [adc.d211.org/page/7133](http://adc.d211.org/page/7133).



## Infinite Campus

Infinite Campus (IC) is used to manage student data such as contact information, attendance, grades, and assessment scores. The IC portal is located at <https://campus.d211.org/campus/portal/township.jsp> and requires parents to create a unique individualized user account. Account creation requires an activation key and all parents are sent that key during the fall of their child's 8th grade year in anticipation of entrance to high school. Parents of transfer students will receive an activation key upon school enrollment. Parents are discouraged from sharing their IC password with their child since the parent account includes privileges unique to the parent's role. Students have their own IC accounts.



## Schoology

The Schoology portal is located at <https://d211.schoology.com/login?&school=13690631>. This platform helps teachers track, report, deliver, and collect instructional materials. Parents will receive an email early in the school year with details about accessing Schoology, including an individualized username and temporary password. Once in Schoology, parents will be able to see every course associated with their child.



## MySchoolBucks

MySchoolBucks is the exclusive system for District 211 parents to make school meal prepayments, as well as make online payments for monetary transactions with the school such as iPad protection plans and repair costs, student parking permits, and more.

Parents can create a free MySchoolBucks account by [www.myschoolbucks.com](http://www.myschoolbucks.com) or downloading the MySchoolBucks app to their mobile device. Please contact the District 211 Food and Nutrition Services department at 847-755-6681 if you have questions about this free service.



## Maia Learning

MaiaLearning is D211's college and career readiness platform that engages students in planning their future. Students can use MaiaLearning to learn about their interests and strengths and explore postsecondary and career options based on their interests. Students can build academic, postsecondary, and career plans, create resumes and portfolios and manage college applications, letters of recommendation, and transcripts. Community service hours and work experience are entered into Maia Learning to display on a resume and for Harper Promise. Please contact your student's counselor if you have questions. <https://www.maialearning.com/v3/>



## Traversa Ride 360

The Traversa Ride 360 mobile app provides secure access to student routing information. Ride 360 provides quick access to your child's routing information, including the bus stop, route, and bus number. Ride 360 can also utilize GPS data to give parents and guardians access to information on where their child's school bus is, the planned bus path, and what time it is expected to be at their scheduled bus stop. School districts may also send notifications to subscribed users.

## SUMMER SCHOOL

District 211's Summer School program includes academic courses and activity/athletic camps. Academic courses allow students to recover course credits, explore areas of career interest, and enhance academic skills. School activity and athletic camps provide an opportunity for students to strengthen skills and preparation for athletic/activity seasons and events.

### SUMMER SCHOOL REGISTRATION OPENS SPRING 2024

Session 1: June 3 - June 25

Session 2: June 26 - July 18

**SUMMER SCHOOL REGISTRATION DETAILS WILL BE SENT TO YOU IN THE SPRING**



## DISTRICT 211 COMMUNICATIONS/NOTIFICATIONS

District 211 and Hoffman Estates High School frequently use email to share information with parents and have adopted a coded message system to help parents identify the relative importance of various email messages. The code is displayed directly in the email subject line. The specific codes are:

### Level Green

General information from the school or District about scheduled school events or news that does not require immediate attention.

### Level Yellow

Public safety/awareness information regarding an incident in or near the school that warrants attention but does not pose any threat to the school. For example, local law enforcement might respond to a location near the school, but the incident is not threatening school safety.

### Level Orange

Weather/school safety alerts regarding an event that will affect school operations. All weather-related school closures will be level orange messages.

### Code Red

Emergency communications and information about an incident that is likely to occur or has already occurred. An active threat against the school that resulted in injury, or a confirmed fire that resulted in injury and school evacuation are examples of incidents that would be shared under this code.

In addition to email, the District will send text messages to mobile devices and place phone calls to communicate Level Orange and Code Red messages. It is important that parents maintain accurate contact information within the Infinite Campus portal in order to receive all types of communications from the school and District. You can access the portal at <https://campus.d211.org/campus/portal/township.jsp>.





# HOFFMAN ESTATES HAWK BOOSTERS MEMBERSHIP

The Hoffman Estates High School parent booster club supports curricular and extra-curricular activities, bringing home and school into a closer relationship. All parents are encouraged to join, and although involvement and volunteerism are encouraged, they are not required. Membership fees can be paid as part of the school registration process and will be available on My School Bucks throughout the school year.

We appreciate your support!

Your membership fees are used to support the entire HEHS community, including school enhancements such as light pole banners, scholarships for graduating seniors, refreshments at school dances and major events, recognition of students and teams, subsidizing an enhanced prom experience, and much more. Your membership is appreciated, as well as any amount of time and level of commitment possible. Please consider sharing your skills and talents!

All-Age Athletic Passes are good for adult/child admission; however, they are not valid for IHSA playoff games. D211 students are admitted free to football and basketball games with a school ID.

Additional All-Age Athletic Passes (\$15 each) will be available for purchase at the Hawk Boosters Membership table at Parent Open House at the first 2 home football games. Hawk Booster Membership is required to purchase additional athletic passes.

Incentive items can be chosen and picked up at the Hawk Boosters Membership table at Curriculum night and the first 2 home football games. Please contact Schaunda Harper at [HEBoostermembership@yahoo.com](mailto:HEBoostermembership@yahoo.com) for additional passes or questions.

Memberships without incentives will be mailed.

## Basic Membership: \$30

Includes a \$5 off school store coupon and a small gift.

## Basic Membership PLUS: \$45

Includes the Basic Membership benefits plus (2) all-age athletic passes good for admission to home varsity football and basketball games.

## Deluxe Membership - Athletics: \$65

Includes the Basic Membership benefits and (4) all-age athletic passes good for admission to home varsity football and basketball games.

## Deluxe Membership - Theater: \$65

Includes the Basic Membership benefits and (4) Theater passes good for admission to a musical or a play.

## Deluxe Membership PLUS: \$90

Includes the Basic Membership benefits and (6) all-age athletic passes good for admission to home varsity football and basketball games.

## Honored Hawk Membership: \$100

Includes the Basic Membership benefits and (4) all-age athletic passes good for admission to home varsity football and basketball games, (2) Theater passes good for admission to a musical or play, and your choice of 1 of the 3 incentive items.

## Graduation Yard Sign: \$15

Proudly show your pride for your Class of 2024 Hoffman High Estates High School senior with a Graduation Yard Sign. Sign will be full color, single sided, and will come with a metal frame that easily slides into the ground. Signs will be available in late April/early May 2024.

## Hoffman Hawk Yard Sign: \$15

Proudly show your Hawk Pride all school year. Sign will be full color, single sided, and will come with a metal frame that easily slides into the ground. Signs will be available for pick up at the Hawk Boosters Membership table at Curriculum night and the first 2 home football games.





# COLLEGE AND CAREER PREPARATION

## Post High School Planning

College and career exploration is an important part of high school students post high school preparation. To support students in their post high school plans, students are encouraged to participate in the following experiences:

- ☐ Career Interest Profiler and Personality Assessments
- ☐ Develop and Review 4 Year Course Plan
- ☐ Student Clubs and Activities
- ☐ Military Fair
- ☐ Senior Job Fair
- ☐ Career Exploration Activities facilitated by school Career Advisors
- ☐ College Rep Visits at high school
- ☐ Resume Preparation

## College Application Process

Students continue to meet with their school counselor to explore college and career options after high school. Many students elect to attend a 2 or 4 year college/university, it is important to prepare students for the college application process. Students and families should be aware of key dates and deadlines throughout the application cycle.

- ☐ Summer Family Information Sessions
- ☐ Summer Student in-person workshops
- ☐ **August 1, 2023**  
Common App becomes available.
- ☐ **August 31, 2023**  
Open House presentations on the college application process and MaiaLearning
- ☐ School counselor meetings to review post high school plans
- ☐ **September 28, 2023**  
College Night - Palatine High School
- ☐ **October 17, 2023**  
First Generation College Night - Palatine High School
- ☐ **November 1**  
Commonly recognized college first application deadline date
- ☐ Financial Aid Information Sessions - watch for sessions at your school

## Applying for Financial Aid

The Free Application for Federal Student Aid (FAFSA) becomes available in the winter. Students and parents will need to complete the FAFSA online at <https://studentaid.gov/h/apply-for-aid/fafsa> to determine a student's eligibility for Federal Student Aid based upon the parents' prior year's Federal tax return.

## Scholarships

Students are encouraged to explore and apply for scholarships. Individual colleges and universities typically have many scholarships available as well. Students should explore college and university websites to find details about school-specific scholarships. In addition, students can search and apply for local and national scholarships through Maia Learning.

### Senior Portraits and Yearbooks

District 211 contracts with Lifetouch to take students' annual school photos. In order to appear in the Hoffman Estates High School yearbook, all seniors must have their photo taken by Lifetouch. Photographs from other sources will not be accepted for use in the yearbook. Schedule information and retake dates will be sent directly to students and parents

### Graduation Information

by Lifetouch. Parents can also access the Lifetouch website at <https://lifetouch.com> for more information.

### Cap and Gown

Seniors will be measured for cap and gown on Thursday, November 17, 2022. Caps and gowns will be distributed to students on Thursday, April 18, 2024.

### Graduation Information

Hoffman Estates High School will host graduation for the Class of 2024 on Friday, May 17, 2024 at the NOW Arena. Students will need to provide their own transportation to the rehearsal. Students will receive details about the Senior Breakfast from our senior class sponsor. Tanya Katovich can be reached at [tkatovich@d211.org](mailto:tkatovich@d211.org).



## FREQUENTLY ASKED QUESTIONS (FAQ)

**Q: Where is my child's bus stop and what time does the bus pick up my child?**

Parents can use the Traversa Ride 360 app to track their child's bus. More information about the Traversa Ride 360 app is available on the District 211 website at <https://adc.d211.org/cms/lib/IL49000007/Centricity/Domain/4788/Instructions%20for-Accessing-the-GPS-Mystop-Mobile-App.pdf>. Please call the Transportation Department at 847-755-6798 with any questions about bus services.

**Q: Is Summer School required?**

Some incoming Freshmen and rising Sophomores are identified for mandatory summer school programs to improve academic proficiency in reading, math or both. Eligible students, and their parents, will be notified in late January. See page 15 for more information about summer school.

**Q: How do I register my child for an athletic team or extracurricular activity?**

Parents use Infinite Campus to register for extracurricular athletic teams, clubs, and activities. Completing the registration process requires the parent to log onto the Infinite Campus portal. A menu of options is displayed on the left-hand side of the screen after logging in. Select Activity Registration. Follow the on-screen prompts to complete registration for the desired team and/or activity.

**Q: Are there special eligibility requirements if my child wants to play sports?**

All student-athletes must meet eligible requirements as set forth by the Illinois High School Association (IHSA) which include maintaining passing grades in at least 25 credit hours per week. District 211 has additional requirements for athletic eligibility that can be found online at <https://adc.d211.org/cms/lib/IL49000007/Centricity/Domain/2473/Eligibility-IHSA-D211.pdf>. Students transferring to Hoffman Estates High School from another high school will want to consult with the athletic director to discuss eligibility requirements.

**Q: How does my child arrange to see college and university representatives who visit Hoffman Estates High School?**

Our college counselor maintains a list colleges and universities that will be visiting Hoffman Estates High

School during the school year. Students can access the list online and sign up by completing the form located on the Hoffman Estates Schoology page <https://adc.d211.org/page/7049>.

**Q: Where can I find information about scholarships my child might qualify for?**

A list of scholarships is maintained on the school website at <https://adc.d211.org/Page/5088>. Students are encouraged to check the site regularly for updates. Be aware that the Harper Promise Scholarship is only available to students who began ninth grade at a District 211, District 214, or District 220 high school and applied to participate in the Promise program by December 15 of their freshman year.

**Q: Does the school offer opportunities for my child to prepare for the SAT exam?**

SAT preparation is embedded within the instructional strategies teachers use within their classrooms. In addition, a practice SAT exam for juniors is offered and students are able to use the results of that practice exam to identify specific skill areas for improvement prior to taking the State-sponsored SAT in April. The Khan Academy includes free resources for students to prepare for the SAT, and once linked to a student's College Board account, provides a customized course of study focused on the student's unique areas for growth in both mathematics and evidence-based reading and writing.

**Q: How will I be notified if a school emergency exists?**

Emergency situations will be communicated to parents via email, text message, and phone calls. Emergency emails will be designated using the District's communications/notifications color-coded system. See page 16 for more information about school communications.

**Q: Whom should I call if my child is struggling with classwork?**

Your child's teachers are the first line of support regarding questions about class assignments. Your child's school counselor also can assist with connecting your child to specific academic supports within the school.

# CONTACT INFORMATION

## Hoffman Estates High School

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### Administration

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