

# Other Programs and Services for Your Child

## Questions and Answers

You can also ask these questions to your child's school.

### My student needs support/services. What are my options? (504, IEP)

If your student is struggling, contact their school team to discuss support options.



**IEP (Individualized Education Program):** A plan for students needing specialized instruction or services due to learning, behavioral, or physical challenges.

**504 Plan:** A plan that provides classroom or school accommodations to help students with physical, emotional, or learning challenges access learning alongside their peers.

An IEP offers specialized services, while a 504 provides classroom supports.

### What are programs available to me as a parent within the district?

Each school in the district offers opportunities for families to get involved through a Parent Teacher Organization, Parent Boosters Club, and various parent education groups.

Contact your school's Student Services office to learn more about what's available. Opportunities may include Adult Community Education classes such as GED preparation, English classes, and citizenship workshops.



### What support is available for students after high school?

Each school has a Post-Secondary Counselor and a Student Success Coach who work in the College and Career Center. They help students explore careers, plan for college, and learn about options after graduation.



Students can also take dual credit courses to earn both high school and college credit at the same time. Students must meet certain requirements to enroll. A full list of dual credit courses is available on the district website.

### What activities and clubs are available to my child?

Our high schools offer many clubs, sports, and activities to help students grow and connect. Students can join cultural clubs like Latino Americans Student Organization, Asian Student Association, and Ebony Club, or language honor societies for French, Spanish, and German. There are also academic and career clubs such as Robotics, DECA, Mock Trial, Math Team, and Science Olympiad.

In athletics, students can participate in fall, winter, and spring sports like football, soccer, basketball, volleyball, swimming, tennis, wrestling, and track. These activities promote teamwork, school spirit, and personal growth.

Whether your child enjoys sports, arts, leadership, or academics, there are many opportunities to explore interests, make friends, and have fun.



# The International Newcomer Academy: A Guide For Parents

## Helping Your Child Succeed in Their First Year

### What is the Newcomer Academy?

A one-year program that helps students learn English, adjust to U.S. schools, and build academic and life skills. Focus areas include English, core subjects (math, science, etc.), and cultural adjustment before moving to a regular high school.

### How Can I Support My Child?

#### Build a Strong Routine

- Make sure your child arrives at school on time every day.
- Set a regular time for homework and reading.

#### Stay Connected

- Attend parent meetings and events to learn about school programs.
- Use apps or tools provided by the school to track your child's progress.

#### Encourage Language Learning

- Support your child's English learning by encouraging them to practice speaking, reading, and writing daily.
- Continue using your home language at home—it helps with overall learning.

#### Ask for Help

- Reach out to teachers or school staff if you have questions about your child's progress.
- Interpreters are available if you need help communicating with the school.

### Who can I talk to if my family needs help?

School personnel have access to many community resources. If your student or your family needs help please reach out to your student's counselor so that we can connect you to one of our community resources.

### What are the basics I need to know about school?

- Hours: 8:35 AM – 3:00 PM
- Schedule: 9 classes including homeroom, 7 courses, and lunch
- Transportation: Free bus service (confirm times/locations)
- Meals: Breakfast and lunch provided (apply for free/reduced meals if needed)
- Attendance: Call the school for absences; regular attendance is important!

### How Can I Help My Child Adjust?

- Talk daily about school experiences.
- Encourage participation in school events and activities.
- Let your child know it's normal to feel nervous.
- Reach out to the school counselor, social worker, Dean, or Assistant Principal for extra support.

### How can my student get involved?

- Students can join sports and clubs at their home schools with transportation provided.
- Summer Experience Camps help students meet coaches, teammates, and new friends.
- Check the video bank on the website for how to register for athletics and camps.

### How will my child prepare for college or a career?

After completing the program, your child will transition to a regular high school. They will meet with counselors to plan classes and explore college or career paths.

### Who do I call if I have questions?

- School Office: 847-718-7937
- Website: <https://www.d214.org/newcomer>
- Please refer to the staff directory for phone numbers and emails of staff members.

We're here to support you and your child!  
Welcome to the community!

# Helping Your Child Be Successful In School

## Questions and Answers

You can also ask these questions to your child's school.

### How can I communicate with the school?

We encourage open communication between parents and staff to support your child's success. Visit [www.d214.org](http://www.d214.org), go to About D214, and select Staff Directory under Administration to find contact information. Translation services are available—language will not be a barrier.

### How is my child doing in school?

Infinite Campus gives you access to your child's attendance, grades, schedule, teachers, transportation, and fees. Parents/guardians receive an email with an activation key to create an account. For help, contact the school by phone, email, or visit us in person.



### What supports are available to help my child with his assignments?

Students can get help from teachers before school or during the school day. The library is available as a quiet study space. Free tutoring is also provided at each school.

### How can I get involved?

Parents can join a parent organization to stay involved. Start by attending the D214 Bilingual Parent Advisory Committee, which meets once a quarter. Contact: [veronica.gott@d214.org](mailto:veronica.gott@d214.org)

### How can I support my child at home?

- Encourage reading in any language to build literacy skills.
- Set aside time daily for homework and review.
- Talk with your child about their school day and assignments.
- Stay in touch with teachers and attend school events.
- Provide a quiet space for studying and learning.
- Set up an email to receive school communication.

### Why do I need an email address?

Most school communication goes out via email. This includes important updates, teacher messages, school events, and emergency alerts. Having an email also allows you to activate your Infinite Campus account to see your child's grades, schedule, and attendance. If you don't have an email address yet, we will support you in setting one up.



### What Students May Do at School

Here are some things your child may experience during the school day:

- Have more than one teacher for different subjects (math, science, English, history, etc.)
- Move to different classrooms
- Learn in mixed-gender classes, boys and girls are taught together
- Have to wear a uniform for gym class, such as a T-shirt, shorts, and athletic shoes
- Eat lunch at school
- Work together in groups or with partners
- Be allowed to use cell phones during non-instructional times
- Raise their hand to ask questions or speak in class
- Have to be on time to every class
- Participate in sports, clubs, music, theater, or other extracurricular activities

# Health and Safety of Your Child at School

## Questions and Answers

You can also ask these questions to your child's school.

### Who Can I Talk to About My Child's Safety or Well-Being?

For concerns about your child's physical or emotional wellness, you can contact:

- Guidance Counselor
- Social Worker
- School Psychologist
- School Nurse
- Athletic Trainer/Coach
- Deans



Mental Health Support:

Call Care Solace at 888-515-0595 or visit [caresolace.com/d214](http://caresolace.com/d214) for free, private help finding mental health or substance use services.

In Crisis? Call or text 988 for immediate help.

Bullying or harassment can be reported to your child's counselor or the dean. Our schools have zero tolerance for bullying.

### When Should I Keep My Child Home and How Do I Report an Absence?

Keep your child home if they're sick. For questions about illness or medication, contact your school's Nurse's Office.



To report an absence, call your school's Attendance Office. It's okay to leave a message.

When you call, say: "Hello. My student, (First & Last Name), is in (grade) at (school name). They are sick and will not be at school today."

### Who do I contact if my child takes medication (like an inhaler or EpiPen)? What are the school's vaccination requirements?

All medications must be given through the school nurse. During registration, you'll receive forms for medication permission and medical needs. A doctor's note is required for any prescribed medication.



To enroll, your child must have a health exam and up-to-date vaccinations. If you need help due to insurance or financial concerns, contact the school nurse for support and resources.

### Will the school keep my child's and family's information private?

Yes. All personal information about your child and family is kept confidential and will only be shared with your written permission. District 214 follows the Family Educational Rights and Privacy Act (FERPA), a federal law that protects your right to access, update, and control who sees your child's education records.



### Attendance Matters

Being in school every day is key to student success. But if your child is going to be absent, please call your school's attendance line as soon as possible:

Buffalo Grove High School (847) 718-4001  
 Elk Grove High School (847) 718-4401  
 International Newcomer Academy (847) 718-7937  
 John Hersey High School (847) 718-4801  
 Prospect High School (847) 718-5201  
 Rolling Meadows High School (847) 718-5602  
 Wheeling High School (847) 718-7001



# Family and Student Rights

As a parent, you can advocate for your child's education and request services they need. This guide will help you understand and protect your child's rights in school.



## Education Rights

- All school-age children may access free public education
- Schools cannot ask for proof of citizenship, immigration status, or a Social Security card
- Schools can ask for immunization records, proof of age, and proof of residency
- Your child has the right to receive grade-level instruction
- Your child has the right to equal access to all school facilities and programs, such as:
  - Computer Labs
  - Science Labs
  - Career & Technical Education (CTE) programs
  - Sports, Clubs, and Honor Societies
- Schools cannot exclude your child from specialized programs, including honors and Advanced Placement (AP) courses

## Language Rights

- Schools must communicate with families in a language they understand about:
  - Programs
  - Services
  - Activities
- Schools must request parent permission in a language they understand
- Schools can assess students' English language proficiency
- Schools must provide English language services for students who need them
- You have the right to accept or decline English language services for your child

## Parent/Guardian Rights

- Parents have the right to access their child's education records (if the child is under 18)
- Schools cannot share student records without parent permission
- Schools must provide information in your language and help you understand documents before you sign them
- Schools must obtain permission before testing your child for a disability
- Schools cannot delay disability evaluations because of English language proficiency
- Schools must provide both disability-related services and English language support if your child needs both
- Schools must assess your child appropriately (in their native language if necessary)
- Schools will provide students with a space to pray that does not disrupt learning
- Homeless students have the right to immediate enrollment, transportation, and support services
- Students may access free and reduced-price meal programs

## Safety & Protection

- Schools must provide a safe and supportive environment for all students
- Schools must be free from bullying and harassment
- Schools cannot discriminate based on:
  - Race
  - Color
  - National Origin
  - Sex
  - Disability
- Other students or staff cannot:
  - Bully, threaten, or injure your child
  - Destroy your child's property
  - Create a hostile environment
- Students have the right to be free from harassment based on:
  - Ethnic or religious clothing
  - Being from another country
  - Not being proficient in English
  - Their sex

# Enrolling Your Child in School

## Questions and Answers

You can also ask these questions to your child's school.

### How do I enroll my child in school?



Contact Student Services Department to schedule an appointment

- Buffalo Grove High School (847) 718-4022
- Elk Grove High School (847) 718-4422
- John Hersey High School (847) 718-4822
- Prospect High School (847) 718-5222
- Rolling Meadows High School (847) 718-5622
- Wheeling High School (847) 718-7022

### How is course placement determined?

District 214 screens all out-of-country students via the WIDA screener and Math proficiency exam to determine English language proficiency and Math skills. Division Heads determine best placement for English, science, math, and social studies classes.

*\*Students may be recommended for International Newcomer Academy based on their WIDA score.*

### When will my student start school?

The student's home school or International Newcomer Academy will reach out to set up a tour and build a schedule.

### How does my child get to school?



- Students living over 1.5 miles from their school or whose walking path to school would constitute a hazard, according to the Illinois Department of Transportation (IDOT), qualify for free transportation.
- Bus routes can be found in Infinite Campus.

### What documents do I need to provide to my child's school at time of appointment?



- Academic records in progress from previous school
  - Registrar will request academic records if none provided
  - Registrar will evaluate academic records brought from previous school
- IEP/504 documents (translated preferred)
- Health documents
  - Vaccinations/physical-within 30 days
  - Dental/eye exam
  - We can provide a list of health resources if needed
- Birth certificate or passport
- Proof of residency
  - Mortgage, signed lease or tax bill
  - Driver's license, utility bills, voter registration card
  - Any two of the above required

### Is there financial assistance for school meals and school fees?

- Free/Reduced Lunch Waiver
  - Complete online application through Infinite Campus Parent Portal
- Fee waiver
  - Current pay stub, W2's are required (paper application available at home school)
- Must apply for both every year

### Who can help interpret school information and talk to school staff if I don't speak English?

Interpretation services are always available at school in any language, either in person, over the phone, or through a virtual interpreter. You have the right to ask for an interpreter when communicating with school staff, attending meetings, or receiving important school information.



# Attending School in the United States

## Questions and Answers

You can also ask these questions to your child's school.

### In what grade will my child be based in this school?

We take a holistic view and look at what grade a student has completed in their home country, as well as credits earned and the student's age.



### What is a credit?

A credit is how we measure completed courses for students. Every class a student takes each semester counts for 0.5 credits, except for Physical Education and Consumer Education which count for 0.25 credits. Students earn credits for grades A, B, C, and D and no credit for grades of F.

### How many credits are required for graduation?

Students need a total of 21 credits to meet graduation requirements.

- 4 years of English
- 3 years of Math
- 2 years of Science
- 2 years of Social Studies
- 3.5 years of Physical Education
- 1 semester of Health
- 1 year of a language or Career & Technical Education (CTE)
- 1 semester/year of Fine Arts
- 1 semester Consumer Education
- Constitution Test
- American College Test (ACT)
- FAFSA or Non-Participation Form



### What is a GPA?

GPA stands for grade point average which is an average of your student's final semester grades each semester. The GPA is calculated each semester and is an average of your student's coursework over four years. The GPA is one of the things that colleges will look at for admittance into their school.

### Who is my child's school counselor? Does my child have a team of support staff?

A counselor will be assigned upon registration. Special factors will be taken into consideration. Students are supported by their counselor, social worker, psychologist, dean, nurse and family outreach advisor.



### Reasons to contact the teacher

- To share something about my child or family
- To brainstorm ways to motivate my child
- Your child is struggling with schoolwork or behavior
- To schedule a meeting
- If my child seems more sad than usual
- A concern about the class or grade

### What do I do if my child needs to miss school?

Call the attendance office ahead of time and have your student email his/her teachers.

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- Elk Grove High School (847) 718-4401
- International Newcomer Academy (847) 718-7937
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- Prospect High School (847) 718-5201
- Rolling Meadows High School (847) 718-5602
- Wheeling High School (847) 718-7001

### Will my child have homework and is there a way for them to receive help with it?

The amount of homework varies depending on the teacher. Students can receive help through various tutoring opportunities during study hall or in the tutoring center at their school. You can check with your school for additional resources.