



ALCOTT HIGH SCHOOL *for the* HUMANITIES

2957 N. Hoyne Avenue
Chicago, IL 60618
David J. Domovic, Principal

Form 4:
Important Contact Information

773.534.5970
773.534.5971
www.alcotths.org

IMPORTANT CONTACT INFORMATION

TELEPHONE NUMBERS

Office	Contact Name	Phone Number	Email Address	Room
Main Office Hours: 7:30 a.m.—3:30 p.m.	Nancy Lugardo	773.534.5970 773.534.5971 Fax	nlugardo@cps.edu	105
Principal	David Domovic	773.534.5970		105
Assistant Principal	Brian Zehr	773.534.5976	brzehr@cps.edu	105
Dean of Students	Rafael Nivar	773.534.5534	rnivar@cps.edu	107
Counseling	Scott Brown	773.534.5972	spbrown3@cps.edu	107B
Library	MaryAnne Pysson	773.534.5512	TBD	104
Clinicians: Nurse, social worker, psychologist, speech pathologist, etc.		773.534.5515	Various	102B

Course/Area	Contact Name	Phone Number	Email Address	Room
AVID	Melina Luna	773.534.5970	mluna15@cps.edu	307
English	Lauren Welsh	773.534.5970	lwelsh@cps.edu	201
English	Heather Van Benthuyzen	773.534.5970	hcerney@cps.edu	106
Fine Arts	Cheryl Gold	773.534.5970	clgold@cps.edu	101
Mathematics	Michael Kolody	773.534.5970	mdkolody@cps.edu	102
Mathematics	Malgorzata Szelazek	773.534.5970		203
Physical Education	Matthew Barrow	773.534.5970	mrbarrow@cps.edu	302
Science	Gregory Weipert	773.534.5970	gaweipert@cps.edu	208
Science	Kerry Maxwell	773.534.5970		007
Specialized Services	Anat Laiser	773.534.5970	alaiser@cps.edu	207
Specialized Services	Jeffrey Major	773.534.5975	jamajor@cps.edu	201B
Specialized Services	Yvonne Wynn-	773.534.5970 x17237	ywynn@cps.edu	202B
Specialized Services	Bridget Clarke	773.534.5970 x17237		202B
Social Studies	Beth Pfeiffer	773.534.5970	bapfeiffer@cps.edu	103
Social Studies	Jessica Marshall	773.534.5970	jmmarshall2@cps.edu	308
World Languages	Wei Rao	773.534.5970		204

ATTENDANCE PROCEDURE

- It is the parent/guardian's responsibility to phone the Main Office any time, but preferably prior to the start of the day of your child's anticipated absence. The direct number to the Main Office is 773.534.5970. The Main Office contact is Nancy Lugardo at nlugardo@cps.edu.
- When a student returns from an excused absence, he or she **must** bring a note signed by a parent/guardian immediately upon return to be recorded to the Main Office; therefore, **an absence is not excused until the signed note is submitted by the student to the Main Office.**

ATTENDANCE POLICY

- Students who have unexcused absences in 10 percent of the classes in a particular course during the period for which a unit of credit is earned shall earn no grade higher than a B in a course.
- Students who have unexcused absences in 15% of the classes in a particular course during the period for which a unit of credit is earned shall earn no grade higher than a C in a course.
- Students who have unexcused absences in 20% of the classes in a particular course during the period for which a unit of credit is earned **shall not pass the course and shall receive no credit toward promotion.**