

# NATHAN HALE HIGH SCHOOL

## STUDENT SERVICES ASSIGNMENTS 2011-2012

<b>Ms. Reisenauer</b> Room 240 Ext. 3229	<b>Mr. Annoye</b> Room 229 Ext. 3227	<b>Mr. Leinberger</b> Room 237 Ext. 3222	<b>Mr. Rice</b> Room 229B Ext. 3225	<b>Ms. Levine</b> Room 229A Ext. 3221	<b>Mr. Saunders</b> Room 231 Ext. 3258	<b>Ms. Bukowski</b> Room 247 Ext. 3224
<b>School Counselor A - Eb</b>	<b>School Counselor Ec - J</b>	<b>School Social Worker K - Mo</b>	<b>School Counselor Mr - Sc <i>Dept. Chair</i></b>	<b>School Counselor Se - Z</b>	<b>School Psychologist</b>	<b>Academic Director</b>
Scholarships	Curriculum & Programming (Lead)	Alternative School Liaison	Career Academy	Mentor Program	Psychological Testing	Academic Referrals & Data Collection
PSAT/PLAN  WKCE (Support)	WKCE (Lead)	Curriculum & Programming (Support)	ACT	Badger Boys & Girls; World Affairs Sem; WI Leadership Seminar		PRIME
Financial Aid Night	Special Educ. Sched. Liaison	PBIS Team Leader  Signs of Suicide Prevention Prog.	Senior Meeting	Junior Night		AP Coordinator  Tutor Program

**Students can make an appointment to see a Student Support Services Representative by completing a request form in Room 235.**

### Duties of all Student Support Services Staff

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| <ul style="list-style-type: none"> <li>+ Academic Advising</li> <li>+ Career Development</li> <li>+ Curriculum Delivery</li> <li>+ Course Selection</li> </ul> | <ul style="list-style-type: none"> <li>+ Alternative School Programs</li> <li>+ Youth Options Program</li> <li>+ Parent Conferences</li> <li>+ Record Reviews</li> </ul> | <ul style="list-style-type: none"> <li>+ Crisis Prevention and Intervention</li> <li>+ Student Support Groups</li> <li>+ Credit Recovery Counseling</li> <li>+ Truancy Prevention &amp; Intervention</li> </ul> | <ul style="list-style-type: none"> <li>+ Individual &amp; Group Counseling</li> <li>+ Teacher Consultations</li> <li>+ Outside Agency Referrals</li> <li>+ Signs of Suicide Program</li> </ul> |
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### VISIT THE COLLEGE AND CAREER CENTER IN ROOM 233 FOR THE FOLLOWING:

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| <ul style="list-style-type: none"> <li>+ College Information/Catalogs</li> <li>+ College Rep Visits Sign-up</li> <li>+ Scholarship Applications/Information</li> </ul> | <ul style="list-style-type: none"> <li>+ PLAN Test</li> <li>+ ACT/SAT Test Info/ACT Practice</li> <li>+ PSAT/NMSQT/Prep Test Course</li> </ul> | <ul style="list-style-type: none"> <li>+ Financial Aid Packets</li> <li>+ Career Academy Forms/Drop-off</li> <li>+ Career Major Portfolio Check-off</li> </ul> | <ul style="list-style-type: none"> <li>+ Mock Interview Sign-up</li> <li>+ Job Shadow Workshop Sign-up</li> <li>+ Career Assembly Sign-up</li> </ul> |
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