

ADMINISTRATION
DANIEL J. RIORDAN, Ed.D.
Superintendent

RAYMOND P. NEGRETE
*Assistant Superintendent
for Business & Finance*

TIMOTHY J. SMITH
*Assistant Superintendent
for Facilities & Operations*



REAVIS HIGH SCHOOL

District NO. 220

6034 West 77th Street • Burbank, Illinois 60459-3199
Phone: 708-599-7200 • Fax: 708-599-8751



BOARD OF EDUCATION

MARY ANN COOK
President

J.R. HIGGINS
Vice President

RUSSELL MCKINLEY
Secretary

TED ARNOLD

GERARDO AYALA

ANDREA CREGER

LINDA O'DOWD

COLLEGE VISIT INFORMATION

Contact:

Sarah Schultz
Career Facilitator
(708) 599-7200 x272
sschultz@d220.org

College Visit Days and Times

- Visits are held during homeroom/lunch periods (mid-day) and RAM period (after school)
- Homeroom periods (Representatives should arrive no later than 10:30am every day except Wednesday, and by 11:00am on Wednesdays)
 - Mondays, Tuesdays, Thursdays, Fridays: 10:40am-12:40pm (four 24-min periods)
 - Wednesdays (Late Start): 11:14am-1:12pm (four 25-min periods)
- RAM Period (Representatives should arrive no later than 2:30pm)
 - Monday through Thursday, 2:40-3:05pm

Checking In

- Please arrive 10-15 minutes before your scheduled visit to allow time for check-in
- Enter at the Austin Avenue Lot and check in with the officer in the guard shack
- You will be directed to park in the Visitor's Lot near the Main Entrance
- All visitors must show a photo ID and will be given a visitor's name badge to be worn during visit
- A hall monitor will escort you to and from your visit location

Visit Procedures

- Visits are typically held in the Career Center (adjacent to the Guidance Office). Please let us know if you would prefer a cafeteria visit instead.
- All visit options are approximately 25 minutes, so please plan your presentation accordingly.
- Please plan to complete or update your school's College Fact Sheet.
- Visit will be monitored by Career Facilitator, Guidance Counselor, or Guidance Intern.
- Please bring updated materials to distribute to students and update our files in the Career Center

Promoting Your Visit

- The counseling team will post your visit information on our Google Calendar, Google Classroom, Counselor Connection monthly newsletter and within our daily announcements/tv monitors.
- We ask that you maintain any communication with prospective students through email and/or phone call excluding text messaging and social media.
- We also ask that all cafeteria visits do not disrupt the student environment with any physical activity, games, group meetings, etc.