

# TOWNSHIP HIGH SCHOOL DISTRICT 11

## Adult Education Newsletter

December 2023



Dear Students,

I want to take this opportunity to congratulate you on your decision to enroll in ESL classes. Your decision to work on improving your English skills will help you better understand and communicate with native speakers. It will also allow you to perform everyday tasks with confidence. Your teachers will help you improve your academic, workplace, and technology skills as well.



I also want to wish all of you a magical month of December filled with holiday festivities, family gatherings, and laughter. I know you will be preparing for the upcoming holidays soon, but I also must remind you that we will be contacting you to schedule a post-test with all students to measure your progress. This needs to be completed in order for you to be able to continue your studies in January.

This is a good time to ask all of you what additional types of classes and services you may need in the winter/spring semester in 2024. Perhaps you need a class at different times or days, or you prefer to take an ESL computer class? If you need assistance or have an idea, please bring it to my attention at **224-765-1021** or via email at [rmitkova@dist113.org](mailto:rmitkova@dist113.org). Our program and staff will be happy to help you and tailor our instructional courses to your needs.

Happy Holidays to you and your families and best wishes for good health, happiness, and success in your future endeavors. Reni Mitkova, Director of Adult Education



Queridos alumnos,

Quiero aprovechar esta oportunidad para felicitarlos por su decisión de inscribirse en las clases de (ESL) inglés como segundo idioma. Su decisión de trabajar para mejorar sus habilidades en inglés lo ayudará a comprender y comunicarse mejor con hablantes nativos. También le permitirá realizar las tareas diarias con confianza. Tus profesoras también te ayudarán a mejorar tus habilidades académicas, laborales y tecnológicas.

También quiero desearles a todos un diciembre mágico lleno de festividades, reuniones familiares y risas. Sé que pronto se prepararán para las próximas vacaciones, pero también quiero recordarles que nos comunicaremos con ustedes para programar una prueba posterior con todos los alumnos para medir su progreso. Esto debe completarse para que pueda continuar sus estudios en el mes de enero.

Este es un buen momento para preguntarles a todos qué tipos de clases y servicios adicionales podrían necesitar en el semestre de invierno/primavera del 2024. ¿Quizás necesitan una clase en diferentes horarios o días o prefieren tomar una clase de computación de (ESL) inglés como segundo idioma? Si necesita ayuda o tiene una idea, hágamelos saber al **224-765-1021** o por correo electrónico a [rmitkova@dist113.org](mailto:rmitkova@dist113.org). Nuestro programa y nuestro personal estarán encantados de ayudarlo y adaptar nuestros cursos de instrucción a sus necesidades.

Felices fiestas para usted y su familia y los mejores deseos de buena salud, felicidad y éxito en sus proyectos futuros.



Students!  
**INVITE** and **HELP** your  
friends and families enroll in  
our Program!

**Registration Options**  
**[Ver en Espanol](#)**  
**[Посмотреть на русском](#)**

There are **THREE (3)** ways to register:

**1) Register Online:** Complete the registration form using the following links:

<https://form.jotform.com/231555769629168> - Registration Link in English

<https://form.jotform.com/231775889614169> - Registration Link in Spanish

**2) Register by Phone:** You can register over the phone with the following contacts:

- **Veronica Albarran at 224-384-7288 (English and Spanish)**
- **Diego Albarran at 224-765-2410 (English and Spanish)**

**3) Register In Person:** In-person registration is available at Highland Park

High School on Tuesdays and Thursdays from 5 pm to 8 pm.

• **In-Person Registration Location:**

Highland Park High School Library (by Student Cafeteria)

Address: 433 Vine Ave., Highland Park, IL 60035, Entrance 16 (Pool Entrance) by the West Parking Lot

• *Note: Please bring an ID and stop by the Security Desk upon arrival to obtain a visitor's pass.*



December 2023



**The Job Center of Lake County is your Career Solution!**

Our mission is to cultivate and connect our employers and workforce to fuel economic growth and well-being in Lake County.

The Job Center of Lake County is approaching the end of the year but has several more events coming up.

- Our featured workshop during the month will be “**Job Search During the Holidays**” on December 5th. Employers don’t stop hiring during the holidays and job seekers should not stop either. Learn tips to land a job in December during this interactive hybrid workshop.  
<https://www.lakecountyil.gov/Calendar.aspx?EID=11115>
- We’re traveling to Catholic Charities, Legacy Reentry Foundation, and North Chicago Public Library in December. See the attached Job Center on the Move Calendar for details.
- The University Center of Lake County is holding an Internship & Career Expo on December 7<sup>th</sup>. The Job Center will host a table there!
- Workforce Development is offering an opportunity to participate in a hands-on-paid internship with the Lake County Emergency Management Agency. See details on the attached WEL flyer.  
Happy Holidays everyone! **EVA LOCKE** Job Center Manager | Lake County Workforce Development  
Phone: 847.377.3456 | eFax: 847.984.5729  
[elocke@lakecountyil.gov](mailto:elocke@lakecountyil.gov) | [www.lakecountyjobcenter.com](http://www.lakecountyjobcenter.com) | [facebook](#) | [linked in](#) | [twitter](#) | [youtube](#)

[Open Positions | Allendale Association](#)  
 [\(allendale4kids.org\)](http://allendale4kids.org)

**Monday November 27, 2023, at 3:26 PM**  
**Subject: re: Allendale Hiring Event;**  
**11/28 & 11/30**



**UNIVERSITY CENTER**

**PARTICIPANTS**

**INTERNSHIP & CAREER EXPO 2023**

**DECEMBER 7, 2023**  
**4 PM - 6 PM**

1200 UNIVERSITY CENTER DR.  
GRAYS LAKE IL 60030

RSVP @ [ucenter.org](http://ucenter.org)

**Why Attend** Internships are a goldmine of invaluable experiences. They provide opportunities to refine your skills, reflect on your personal and professional growth, and establish meaningful connections.

**What to Bring** On the day of the event, remember to dress professionally, bring an updated resume, and many copies to share. Additionally, you may be interviewed, so be prepared for a potential interview on the spot.



**Allendale will recruit at the WAUKEGAN PUBLIC LIBRARY twice this week. Most of the open positions are at the Allendale site in Lake Villa.**

# WEL PROGRAM

An Opportunity to Work, Earn, & Learn  
While Finding a Career That's Right for  
You!



## Ready to embark on a journey in the world of emergency management?

The WEL program is offering an exciting opportunity to participate in a hands-on paid internship with Lake County Emergency Management Agency (EMA)!

### EMA will teach and develop the following skills during the paid internship:

- Develop emergency response plans and procedures
- Participate in developing, executing, and evaluating exercises and trainings
- Participate in community outreach and preplanned events

In Partnership With



## Program Details



### WORK

Launch your career with industry professionals



### EARN

Work full-time for six months in a paid internship (\$22/hr.)



### LEARN

Eligible for industry-recognized credentials

## Take the first step towards your future!

[Form Center • Work, Earn, and Learn \(WEL\): Lake County Emerg \(lakecountyil.gov\)](#)



## Job Center on the Move

Meet with a Job Center representative one-on-one to work on the next steps in your career. Choose from a menu of custom services when you register!

- Discuss your career transition
- Develop or customize your resume
- Connect with funding for training
- Explore paid work experience (internship) options
- Learn about growing businesses in your area

For more information or questions, contact: the Job Center of Lake County at 847.377.3450

JOB CENTER ON THE MOVE SCHEDULE  
Visit  
[Calendars | Lake County, IL \(lakecountyil.gov\)](#)

**SCHEDULE  
October to  
December 2023**



## LOCATIONS

### Catholic Charities

101 N. Cedar Lake Rd. Round Lake, IL 60073  
Tuesdays, October 10, November 14, and December 12,  
from 10:00 AM - 12:00 PM.

### Zion-Benton Public Library

2400 Gabriel Ave, Zion, IL 60099  
Thursdays, October 5, October 12, and November 9,  
from 10:00 AM - 12:00 PM.

### Legacy Reentry Foundation

420 W. Clayton St. Waukegan, IL 60085  
Tuesdays, October 17, November 7, and December 5,  
from 11:00 AM - 1:00 PM.  
\*Employers onsite ready to hire.

### North Chicago Public Library

2100 Argonne Dr. North Chicago, IL 60064  
Thursdays, October 12, November 2, and December 7,  
from 11:00 AM - 1:00 PM.  
\*Employers onsite ready to hire.



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Contact  
Rason Grant  
Lake County Workforce Development  
Phone: 847-377-3442  
Email: [rgrant@lakecountyil.gov](mailto:rgrant@lakecountyil.gov)

The Job Center of Lake County is an equal opportunity employer/program. Find a complete list of accommodations or make a request: <https://bit.ly/3EUjr6p>.  
Funds for this project were provided by the U.S. Department of Labor's (USDOL) Employment and Training Administration. See our website for details. <https://bit.ly/3EUjr6p>



DECEMBER 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Dec. 19 – Last Day of Classes  
**Dec. 20, 2023 to Jan. 7, 2024**  
 Winter Break

JANUARY 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2024  
**8 – School Resumes**  
**15 – Martin Luther King Day**  
 (Not in attendance)

FEBRUARY 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

February 2024  
**19 – Presidents' Day**

MARCH 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March 2024  
**4 - Casimir Pulaski Day**  
**25 - Spring Break Begins**

APRIL 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April 2024  
**1 - School Resumes**

MAY 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 2024  
**10 – School Ends**

Wishing you all happiness and blessings  
 this holiday season and a New Year filled  
 With joy and new beginnings.

\*\*\* For more information or if you have any questions, please contact one of the  
 District 113 Adult Guidance/Transition Coordinators \*\*\*

Suzanne Klauke  
 Transition  
 Coordinator/Instructor  
 Phone: 224-765-2410  
 Email: [sklauke@dist113.org](mailto:sklauke@dist113.org)

Diego Albarran  
 Admin. Assistant  
 (English/Spanish)  
 Phone: 224-765-2410  
 Email: [dalbarran@dist113.org](mailto:dalbarran@dist113.org)

Veronica Albarran  
 Assessment Coordinator & ESL  
 Instructor  
 (English/Spanish)  
 Phone: 224-384-7288  
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