



CENTRAL academy

DES MOINES PUBLIC SCHOOLS

Student Resources

Bus issues—Ms. Williams (bus lady outside) or Mrs. Kinney (main office) if you have a problem with the bus.

Counseling Office (Room 1024)—follow the birds

Scheduling—Ms. Powers

Personal (social or emotional) counseling—Ms. Hilton

College counseling—Ms. Hilton

Infinite Campus access—Ms. Kinney

Attendance issues—Ms. Couch (Phone is 242-7653) If you are absent, parents must call both your comprehensive middle or high school AND Central Academy. Your comprehensive schools do not inform Central Academy of absences.

Gifted and Talented Consultant—Ms. Davis has an office in room 3020. But she also visits 8th grade Directed Study classes regularly. Send her an email at Stephanie.davis@dmschools.org if you would like to make an appointment or have a question about GT opportunities or issues.

Lunch at Central Campus—head to the front office. Turn east and go through the gym. Go down the stairs by Central Campus' main office and the cafeteria is through those doors. Lunch trays must stay in the cafeteria but there are portable lunches available in the cafeteria. You may eat your portable lunch (not on the red trays) at Academy in any of the hallway student lounges. Free and Reduced priced lunch benefits travel with you to Central Academy as does Community Eligibility.

Library—The library is located at Central Campus. Follow the same directions as lunch room

Restrooms—every floor

Drinking fountains—every floor close to restrooms

Student IDs—Use your DMPS school ID from your school. See Kerrin Martinson in the front lobby of Central Campus if your school does not have a DMPS ID.

Book fees applicable to CA—pay Kim Kinney. Questions to your individual teacher

Program concerns—Dr. Jessica Gogerty, Director of Central Academy

Printing off assignments—New this year, there is a student printing center just outside the Counseling office (follow the birds). To print: Log in your Student ID #, then insert flash drive and select item and push start. Printers are also available at your home school library or office, Central Campus library, front office (save to a jump drive in order to ensure you can get a copy printed off irrespective of printer availability), or see your classroom teacher.

Contacting teachers—Central Academy website (ca.dmschools.org)—email is the best method or contacting the teacher in class. You can also email through Infinite Campus by opening your schedule and clicking on the teacher's name.

Summer reading assignments—Central Academy website (ca.dmschools.org)

Social Media: Find us at: <http://ca.dmschools.org>; Twitter: @DMPS_Academy ; Facebook Group: Central Academy Parents; Flickr.com [dmps_academy](https://www.flickr.com/photos/dmps_academy/);

Storage—there are no lockers available at Central Academy but if students have large items, instruments, sport equipment, etc., they can be stored in the front office by request. Often teachers will allow students to store heavy items as well. Simply ask the teacher for permission.

Announcements- We rarely do announcements over the PA. Any announcements are posted on the television monitor in the main lobby. You are responsible for checking for announcements from your home school.

Passing time—At Central Academy we have no bells to mark when a class begins or ends. You must be in your seat on time and stay in your seat until your teacher dismisses you.

Students get five minutes passing time to get from one room to the next. Many times, other classes are still in session (7th grade passes while classes are still in session and 8th grade passes at the end of day while other classes are still in session). PLEASE be quiet during passing. Do not pound on walls. It is important to our community here to maintain a quiet and studious environment during classes.

Vending machines—These are located on the first floor by the rest rooms. They are on all day long. Students should use their five minute passing time for this. They are not a valid excuse to be late to class. Additionally, students should follow the rules of each individual teacher as to whether food and or drink is allowed in that teacher's room.

Tardies—If a bus is late, the teachers are generally informed by email. This is a fairly common occurrence. Students should not feel out of place or worried because it is beyond their control. You will sign in with Patty Couch in the main office. Just enter the classroom quietly and begin working on whatever the other students are doing.

If a student is tardy to a classroom for a doctor's appointment, a family issue, or any other individual issue (not a bus), students must sign in to the main office and receive a pink pass from Patty Couch. Upon entering his or her classroom, the student should give the pink pass to the teacher.

Personal Organization—It is important that you have a planner in order to keep track of all of your assignments and due dates. Your comprehensive school might provide these but they might not. If not, you should purchase one. Central Academy assigns homework and you are responsible for handing that work in on time.

Purchase a jump drive (or flash drive). Ensure all of your typed assignments are saved to your drive so you can access them at Central Academy especially if you are having difficulties printing at home.

Cell phone/iPod use—Electronic devices are not allowed out during class. Students may use them during passing time, but those should be turned off and stored during all classes.

Grades—All students MUST earn B's or higher in their classes at the end of the year to continue in that subject the following year. An exception to this would be for 8th graders—they must earn at least a B in English to come back for any courses in 9th grade, as English is required for two years at CA.

Home School Events—If your home school has an activity or field trip scheduled during the time you are at CA, simply have someone from your home school contact us to let us know you'll be gone to be excused.

Getting Help—If you feel like you need extra help from a teacher, simply make arrangements to have someone pick you up at Central Academy. All teachers are here until 3:10 each day and are happy to help. Just give them some advanced warning. We will be organizing Tuesday Study Sessions with bus service soon.

HS Credit (8th grade)—All classes at CA are available for HS credit. You will be able to make the decision whether or not you'd like to receive HS credit after you are given a final grade each semester. Keep in mind this is the start of your HS transcript! You will automatically *not* be given HS credit for D's or F's. Grades of C's or higher are optional. A's and B's automatically are given credit unless you request not to have the credit in the Counseling Office.