



Resource Rooms/Library/Testing Center/Office Hours

All resource rooms and the Library are provided as a service to students. Students are expected to demonstrate respect for teachers/peers and to follow guidelines. If a student wishes to go to the Library or a resource center during a lunch resource or study hall period, he/she should report directly to the Library or resource center before the tardy bell. Some rooms require a signed pass by a teacher.

SUBJECT	DEPARTMENT	ROOM	HOURS
Teacher Office Hours	Each teacher has office hours set aside weekly to help students. A list of office hours by teacher is available here or can be found on our website under the "Students" tab. You can also check out your class syllabus or ask your teacher for their office hours schedule.		
Peer Tutors - Science/Social Studies/Math	Students can request a peer tutor in limited subjects for science, social studies and math. If a volunteer student has matching availability to you, you will be contacted to arrange time to meet and work together.		Peer Tutor Request Form
Student Support with a Pass	On designated Wednesdays during Access period, students can work with a teacher whom they receive a pass from to receive additional help. Sometimes these passes are initiated by teachers and sometimes students request a pass themselves. When they receive a pass they work in that teachers room for the duration of the Access period that day.		

Student Choice	On designated Thursdays during Access period, students are permitted to choose to go to several spaces throughout the building. If they are looking for academic help, they can choose to go to a teacher's classroom, an academic resource center, the library or a quiet study space. Students make these choices in our Student Choice software, which they can use on their chromebooks.		
English Literacy Center	Students can visit the Literacy Center for assistance from peer tutors with reading strategies and all aspects of the writing process: planning, drafting, revising, and publishing. This year we are asking students to sign up for an appointment in advance at this link: https://sites.google.com/csd99.org/dqslitcenter Students can attend voluntarily or by teacher recommendation. Please note that students can get assistance in the Literacy Center for reading or writing in content areas other than English (i.e./Science, Social Studies, etc.) The Literacy Center will open in September.	A322	Daily during periods 4, 5, and 6 After school: 3:20-4:00 on Tuesday, Wednesday, and Thursday.
Library	The library is the quiet space in the building for independent study and/or quiet collaboration (no more than 4 students in a group). Students can check out books, use the printers, and receive help from a librarian. Students can eat in the library and are expected to clean up after themselves.	Library A100	M-F 7:30am - 4:00pm

Math Math Resource	The Math Resource Center is open every period of the day and is staffed with math teachers or our math specialist Mr. Le. Students that wish to receive math help or make up an assessment must arrive prior to the bell. They need to have their Student ID to scan for attendance when they arrive or they will not be permitted to stay. Students are to be seated at a table/computer, work on mathematics for the period and be prepared with materials and questions. Please keep in mind that phones are not to be used in the Math Resource Center as it is also a testing center. Students are also free to contact Math Department Chair, Mr. Culcasi in C352 if they need assistance with their math.	D374	<u>Monday – Friday</u> 8:20 – 3:20
World Language World Language Resource Center	The Resource Center is open for tutoring and content area related work. Some students may make appointments based on requirements from their teachers. Walk-ins are also welcome. Students must arrive with their ID's. The Resource Center before school hours are for test make up or TV Series (video) make ups only.	B322	Before school Monday-Friday 7:30-8:15 am Daily during periods 4, 5, 6
Testing Center	The Testing Center is available for students who need to make-up quizzes or tests. Students will need to show their current ID to use the center. The room is equipped with audio equipment for listening. Written activities can also be made up in the center. The Testing Center is located on the 3rd floor in the C351. Open M - F during periods 1-8. Before School T - F at 7:10 am After School M - Th until 4:30 pm	C351	M-Th: 7:10-4:30 Friday: 7:10-3:20