

## Art Department Disclosure Statement Copper Hills High School

This disclosure statement applies to the following teachers and classes:

Allan Ludwig: AP Art, Drawing 1 and 2, Painting 1 and 2, and 3D Design  
Melinda Lucas: Drawing 1 and 2, and Art Foundations  
Chris Fedor: Film 1 and 2, Digital 1 and 2, AP Photo  
Clark Marshall: Ceramics 1, 2, 3 and 4  
Amanda Campos: Commercial Art, Drawing 1 and 2, CE Art 1010, and AP Art History

### 1. CLASS WORK

67% of a student's final Grade is earned by completing assigned projects. Project points are awarded based on the following criteria:

- a. Completion of project objectives
- b. Creativity, effort, and effective use of class time
- c. Craftsmanship

All projects are designed to empower students to demonstrate understanding of Art Elements and Principles, technical skills, divergent visual thinking, and creative problem solving methods. Quizzes, tests, student writing, critiques, and other strategies are used to further assess student understanding. All student work must be taken home by the last day of a semester or the work will be disposed, recycled, or reused.

### 2. GRADE SCALE

93-100%	A	73-77%	C
90-92	A-	70-72	C-
88-89	B+	68-69	D+
83-87	B	63-67	D
80-80	B-	60-62	D-
78-79	C+	0-59	F

"student information, work, and grades will be kept confidential and will not be shared without the necessary authorization as per FERPA Regulations - See ISD Policy."

### 3. PARTICIPATION

Participation points constitute approximately 33% of a student's final grade. Students earn 40 points everyday for **WORKING IN CLASS**. Points are deducted when students choose not to work, arrive tardy, disrupt the class with inappropriate behavior, or demonstrate a lack of focus. If students choose to leave class without permission or fail to clean up, all participation points are forfeited for that class period.

### 4. STUDENT BEHAVIOR

Students are expected to participate, put forth sincere effort to do his or her best, treat all classmates with respect, clean up everyday, and use all tools safely. Unacceptable behaviors include but are not limited to:

- a. Disrespect for instructor and/or peers
- b. Use of vulgarity and/or profanity
- c. Willful and consistent disobedience of classroom rules and school policies (ie. dress code, cell phone violations, etc.)
- d. Vandalism, theft, and/or cheating, using the teacher's computer without permission
- e. Sleeping in class
- f. Leaving without permission

The following steps will be taken to remediate inappropriate behavior:

1 <sup>st</sup> offense	Individual conference with teacher
2 <sup>nd</sup>	Parental contact or conference
3 <sup>rd</sup>	Administrative referral or conference

## 5. ATTENDANCE

The Art Department follows the CHHS Attendance & Tardy Policies (see Student Policy manual, Student Planner, or Attendance Policy Hand-out.) Roll is taken immediately when the bell rings. Students are expected to be in the classroom and ready to work at that time.

**TARDY:** 10 participation points will be deducted per tardy. Upon the third accumulative tardy, 20 participation points will be deducted. Students arriving more than 10 minutes late will be recorded as a “way late” which counts as an absence.

**ABSENT:** 40 participation points will be deducted per absence. All participation points and class work for officially excused absences can be made up before or after school. All participation points and class work for unexcused absences cannot be made up.

## 6. MAKE-UP WORK

According to CHHS Policy, parents have 5 days to contact the attendance office to “excuse” an absence. It is the student’s responsibility to make-up all work and participation points due to excused absences within 5 days of returning to school or the work and points will be considered late (see late work policy).

Completing make-up work will require students to work outside regular class time before school from 7:00-7:40 am (Monday-Thursday). Students may also receive addition help after school from 2:30-3:00 pm (Monday-Thursday). Make up work cannot be turned into substituted teachers.

If students are tardy on the day of a quiz or test, they cannot take the test that day, and must make-up the quiz or test before or after school on the FOLLOWING school day.

Students may not work alone in the room with the teacher. Teachers will not work with students during lunch, assemblies, conference periods, or during other class periods.

All make-up work and participation points must be made up and turned in within 5 school days of returning to school to be graded for full credit.

## 7. LATE WORK

Late work will be accepted and scored for half the points earned.

## 8. FEES

Art fees are mandatory and cover the basic cost of required supplies. In some classes, some projects require an additional “resale” cost pay for additional materials. Fee waivers cover the class fees but not the “resale” materials. Students will not receive any supplies until the required fee is paid in full. Fees will be billed automatically online through the main office.

**Level One Class Fees are 25\$ and Level 2/Advanced Class Fees are 30\$**

## 9. ELECTRONIC MEDIA, FOOD, AND OTHER ITEMS

Food, drinks, hats, skateboards, and other distracting objects are not allowed. Cell phones, I pods, headsets, and other electronic media may be used as the teacher instructs. Failure to follow the teacher’s instructions on appropriate use of electronic devices will result in confiscation of the device. These items will be collected and turned into the appropriate Vice Principle. Students can retrieve confiscated items at 2:30pm.

\*\*\*\*\*PLEASE KEEP THIS DISCLOSURE STATEMENT FOR REFERENCE\*\*\*\*\*

**PLEASE SIGN THE SEPARATE DISCLOSURE SIGNATURE FORM AND RETURN TO THE INSTRUCTOR ON OR BEFORE \_\_\_\_\_**

**FEES ARE DUE \_\_\_\_\_**

## Art Department Contact Information

### Allan Ludwig

Drawing 1 & 2, Painting 1 & 2, AP 2D Studio  
[allan.ludwig@jordandistrict.org](mailto:allan.ludwig@jordandistrict.org)  
Room Number 2814

### Melinda Lucas

Commercial Art 1 & 2, Drawing 1 and 2  
[melinda.lucas@jordandistrict.org](mailto:melinda.lucas@jordandistrict.org)  
Room Number 2816

### Amanda Campos

Commercial Art, Drawing 1 & 2, CE Art 1010, AP Art History  
[amanda.campos@jordandistrict.org](mailto:amanda.campos@jordandistrict.org)  
Room Number 2812/2215

### Chris Fedor

Digital 1 & 2, Film 1 & 2, AP Photography  
[christine.fedor@jordandistrict.org](mailto:christine.fedor@jordandistrict.org)  
Room Number 2306

### Clark Marshall

Ceramics 1, 2, 3, & 4  
[edward.marshall@jordandistrict.org](mailto:edward.marshall@jordandistrict.org)  
Room Number 2305

-----PLEASE REMOVE-----

## ART DEPARTMENT DISCLOSURE SIGNATURE FORM

Please complete the information below and return this to the teacher.

DUE \_\_\_\_\_

I have read and understand the Art Department policies as described in the disclosure statement.

STUDENT NAME \_\_\_\_\_ CLASS \_\_\_\_\_ PERIOD \_\_\_\_\_

STUDENT SIGNATURE \_\_\_\_\_

PARENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Best person (parent/guardian) to contact during the school day.

Phone #1 \_\_\_\_\_ Phone#2 \_\_\_\_\_

Email \_\_\_\_\_