August 23, 2016

Dear Student and Parent/Guardian:

Welcome to IB/DP Visual Art for 2016-2017. IB/DP Visual Art is a challenging and exciting course. The following information will assist you in having a productive and successful year. This letter is posted on the Obama website where you can view it for reference throughout the year.

COURSE DESCRIPTION
The Diploma Programme Visual Arts course is a Higher Level Course. It is a two-year commitment, culminating with a student-curated exhibition of the students’ work. Students will submit images of the exhibition, images and descriptions of their studio work, excerpts from their Visual Arts Journal, curatorial statements, an in-depth comparative study, and a candidate statement to the IB examiners. The core of the course is the student’s own investigation and exploration of the world of art and art making; consider this course as a visual and written research project! Studio time is primarily devoted to producing personally relevant artwork, in a variety of media. Studio work should challenge and extend personal boundaries while demonstrating confidence, creativity, and technical competence. The Visual Arts Journal is an ongoing homework assignment. See more details in the IB/DP Assessment Objectives, Grading Policy, and Homework sections below. Students are expected to research primary sources, which means students should plan to frequent local art museums, art galleries, gallery crawls, exhibitions, and other arts events.

NECESSARY MATERIALS
Every student is required to purchase a proper sketchbook for use as a Visual Arts Journal. The Visual Arts Journal underpins every aspect of the course. Students will use the Visual Arts Journal, which can take many forms, to record all aspects of their art-making journey, including experiments with media, research, reflections, observations and personal responses.

Every student MUST use a bound (not spiral) artist’s sketchbook (unlined pages), size 8.5 by 11 inches, for his or her Visual Arts Journals. Proper sketchbooks are available for sale in the classroom for $10.00. Such sketchbooks can also be found at Artist and Craftsman Supply (Hobart Street in Squirrel Hill) and Dick Blick (Shadyside). These sketchbooks MUST meet the requirements set by the International Baccalaureate Diploma Programme. An example of the appropriate sketchbook can be found at http://www.utrechtart.com/Canson-Classic-Hardcover-Sketchbook--65-lbs--92-Sheets-184-Pages--Black-MP-10350-002-i1009495.utrecht

Other art supplies required for class include a drawing pencil, a black or blue ballpoint or gel pen, an eraser, and a glue stick. All other supplies are available daily within the classroom.

Additional supplies recommended for home use include colored pencils, India ink or gel pens, a ruler, scissors, spray fixative/hair spray, and a small art supply storage box. It is also highly recommended that students have access to the Internet and a printer, either at home or at a local library.
IB DP ASSESSMENT OBJECTIVES
Students will be expected to:
1: demonstrate knowledge and understanding of specified content
2: demonstrate application and analysis of knowledge and understanding
3: demonstrate synthesis and evaluation
4: select, use and apply a variety of appropriate skills and techniques

GRADING SCALE
The student’s grade will be based on four categories as set forth in the PPS Arts Grading Scale:
- Practical 40%
- Theory 40%
- Participation 10%
- Assessment 10%

All assignments (including the due date, points assigned, and the grading category above) will be posted in the grade book (eSchoolPLUS). Assignments and grades will be available for parents to monitor through the Home Access Center (HAC).

According to school board guidelines, 90-100% is an A, 80-89% is a B, 70-79% is a C, 60-69% is a D and below 60% is an E.

EXTRA CREDIT
There will be no opportunities for extra credit. Students must be productive during the allotted studio time and keep up with their studio and Journal entries.

MAKE-UP WORK
Students who are absent are expected to make-up lost studio time during appropriate time periods such as QRT or afterschool (with permission). If you miss a test or quiz due to an absence from school you have the same number of days you were gone to make up the test. Students who begin to miss significant class time due to school activities should meet with the teacher to see if additional arrangements need to be made.

HOMEWORK
Ongoing homework is to be completed in the Visual Arts Journal. Students will be taught how to create entries in the Journal. Entries must be created in various categories on an ongoing basis. Examples include: artist research, critical response, comparative analysis, sketching from life, developing studio ideas, reflection on studio work, vocabulary research, connections to other content areas, museum/gallery visit documentation, and media experimentation. Journals are initially collected twice per month for feedback and grading. As students gain proficiency, Journals are collected every three to four weeks. Due dates for Journal submission are announced and posted in the classroom as well as in
eSchoolPLUS.

LATE WORK
Studio assignments are due on the date assigned unless a specific extension is granted. Due to the nature of art making, extensions may be granted but only to students who have excellent attendance and participation. There are no extensions for students who fail to use class time properly or who have numerous absences and have not made any attempt to make up lost studio time. My policy is 10% off for every day that the assignment is late.

ACADEMIC HONESTY
Students must follow the principles of academic honesty in all their work in this visual arts course; they must ensure they acknowledge sources as well as the work, words, and ideas of others in line with the consistent referencing style adopted by their school.

BEHAVIORAL EXPECTATIONS
It should be self-evident that learning and art-making take place best in an orderly and clean studio. Student must do their part in this regard. Please take care to follow these procedures daily:

- Report to class on time. Late students will be expected to present a signed agenda book. The school-wide tardy policy will be followed. Any student reporting to class tardy more than four times during one report period will receive a U in citizenship.
- The “NO TOUCHING” rule is paramount. If the project is not yours, don’t touch it. If you have not learned what something is or how to use it, don’t touch it. You can easily harm someone else’s work, damage expensive equipment, or hurt yourself or someone else.
- Students are to get their work out promptly upon entering class and obtain the necessary tools & materials for the current assignment.
- Be seated and read the daily objective (What/Why/How) on the board. Complete the warm-up.
- Bring your Journal to class daily as well as the required art supplies.
- Wait until daily announcements, instruction, and expectations have been discussed before seeking individual assistance.
- Do not seek individual assistance every day. Your studio work is YOUR work, not mine. Experiment and learn. Do not waste studio time.
- Stay in your assigned seat unless additional materials are needed. Obtain materials quickly and quietly without disturbing other students.
- Take care of personal needs before class.
- Do not bring food or beverages into the studio.
- Personal grooming is to be done outside of class.
- All electronic devices are turned off and out of sight.
- Leave all tables and stools in their proper position.
- Leave the room clean and orderly. Proper clean-up procedures must be followed daily, including putting all materials, tools, and work in their proper place; brushes, palettes, etc. must be cleaned according to instructions; and the table must be cleaned.
- When you have finished cleaning up, return to your seat a work in your Journal or wait quietly for the bell.
Respect the studio and your classmates.
Conversations **may** be permitted during studio time but voices must be kept at the “indoors” level. Be respectful and do not disturb others.
Complaints or concerns about grades, policies, etc. are handled on an appointment basis. This gives me an opportunity to adequately hear your concerns and handle them appropriately.

When these rules are not followed, the following consequences might be applied in part or whole:
- Verbal warning
- Loss of class participation points
- Written warning
- Written assignment
- Lunch or afterschool detention
- Phone call or written communication to the home
- Student/Teacher conference
- Teacher/Parent conference
- Referral to the office

CONTACT INFORMATION
The best way to reach me throughout the year is by e-mail at dhetrick1@pghboe.net. I typically respond to e-mail the same day. Voicemail can be left at 412-529-8759; I typically respond to voicemail immediately after school. I can also be reached by leaving a message at the Obama main office: 412-529-5980. Please allow 24 hours for me to return your call.

I look forward to two wonderful years with you!

Sincerely,

Ms. Donna Hetrick
IB Visual Art Teacher

Approved: Ms. Aisha Robinson