



# Reynolds High School

## Woods & Construction

### Course Syllabus

*Building Relationships for Academic Success*

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### The BIG Rules:

- **BE SAFE**
- **BE KIND**
- **HAVE FUN**

- *I expect you to understand what these mean. If you need a detailed set of rules, I will provide one for you upon request.*

**RULES ARE FOR  
THE OBEDIENCE  
OF FOOLS AND  
THE GUIDANCE  
OF WISE MEN.**

- Douglas Bader

### Course Description:

In Woods & Construction, you will continue to learn the skills, tools, and materials used in both the woods manufacturing and construction trade fields. Learning will be through a combination of live instruction, video instruction, and hands-on demonstrations. This class is worth 1 credit in CTE (Career and Technical Education). This class stresses safety. A score of 100% on every test will be required to use any machine.

### Woods Manufacturing Standards:

- Understand manufacturing processes related to secondary woods and construction products.
- Understand characteristics and properties of materials used in manufacturing products.
- Use appropriate techniques in manufacturing of secondary products.

# Required Materials:

**Bring these materials with you every day.**

- **Pencils:** Bring at least two. Things break and it's always good to have a backup plan. Do not use pens or markers on your projects!
- **Notebook paper:** Find the kind with lines and holes. Bring a lot! Writing assignments must be turned in on lined paper with the holes intact. Torn, wrinkled or damaged papers will not be accepted.
- **Binder:** You are expected to keep your notes and assignments until the conclusion of the course. Keep these in an organized section for wood shop. Keep graded assignments as evidence of your work in the event of a grade dispute. *Do not throw away graded assignments!*

**Provided for you:**

- **Safety Glasses:** A pair of Z87-rated safety glasses will be provided for class use. You will not be allowed to use tools without safety glasses.

## Lab Fees:

There are no fees for Woods & Construction. Each student is granted \$20 in materials for the semester. Students will track their spending in an accounting log. This will cover all required projects. If materials are misused or a student wishes to make a larger project, additional money will need to be put in their account. Additional shop fees are paid at the main office before or after school

# Course Requirements and Grading Categories:

<b>34%</b>	<b>Participation</b>	<b>Syllabus Acknowledgement</b> (100 points) <b>Weekly time card completion</b> (100 points each) <i>Time cards are completed each day and are due on the first school day of each new week.</i> Missed days can be made up by coming in before or after school.
<b>33%</b>	<b>Skills</b>	<b>Assignments</b> (100 points each) <i>There will be a unit of study every two weeks. Assignments for each theme will be collected together and turned in at the end of the theme for a single score.</i> <b>Quizzes</b> (10 points each) <i>You must be present to receive credit for quizzes. If an absence is excused, the quiz may be made up.</i> <b>Final Exam</b> (250 points)
<b>33%</b>	<b>Projects</b>	<b>Required Project(s)</b> (100 points) <i>This is a project that will be completed together by all students.</i> <b>Shop Project</b> (100 points) <i>Each student will complete multiple shop projects. Shop projects are made available by the teacher and will not be taken home by the student.</i> <b>Personal Project</b> (100 points) <i>You may complete as many personal projects as you want. Additional required projects or shop projects may be counted as personal projects. All projects are due at the end of the semester.</i> <b>Portfolio</b> (100 points) <i>As you complete each project, you will create a portfolio entry. At the end of each semester, a portfolio of all your work will be submitted.</i>

Grades will be posted on the Synergy gradebook system and updated no less than every two weeks.

Students are expected to check their own grades on a regular basis. If there are errors in the gradebook, the student should bring that to the teacher's attention. A written note or e-mail is best, as that gives the teacher something tangible to follow up on.

## Letter Grade Description & Percentage Breakdown

Your grade will be based on proficiency in the state standards for this course. Your grade will be determined by both formal and informal assessments. Your final grade will be reported on a traditional A-F scale.

Percentage	Letter	Description
90-100%	A	The student fully understands the content, and course objectives have been mastered. <b>Professional:</b> Projects at this level are complete, functional, and demonstrate mastery of the steps involved.
80-90%	B	The student understands the content and objectives at an above average level. <b>Complete:</b> Projects at this level are complete and functional and demonstrate an understanding of the steps involved. Mistakes are allowed, but should be addressed in a description where you explain what happened and why.
70-80%	C	The student understands the course content and course objectives at an average level. <b>Functional:</b> Projects at this level are complete and functional, but may be missing steps or components. Mistakes are common, but the project is otherwise usable.
60-70%	D	The student does not understand the course content and a minimum of objectives are met. <b>Learning:</b> Projects at this level show some understanding of basic steps. Some of the instructions were followed but not completed. The project is generally unusable.
0-60%	F	The student has not met a sufficient number of course objectives to pass a minimum level and receives no credit. <b>Basic:</b> Projects at this level are incomplete or show little to no effort.

## Late Work Policy:

Work may be made up for any assignment missed due to an excused absence. An extension for the number of excused missed days will be granted. An Assignment Recovery request may be completed, with a parent signature, for any other missed work for partial credit.

<u>Assignment Type</u>	<u>Late Policy</u>
Syllabus & Permission Forms	Due before tool use is allowed.
Time Cards	Due at the beginning of each new week for full credit. <u>Late time cards will only be accepted for one full week after the due date.</u> Exceptions to this will only be negotiated in a conference with a parent, administrator, or teacher-approved adult.
Tool Safety Card	Due at the end of semester for final score. (These will be collected regularly to update your score.)

<b>Written Assignments</b>	Due on the assigned date for full credit.
<b>Quizzes</b>	Due on the date assigned. You must be present for full credit. If an absence is excused, the quiz may be made up.
<b>Projects</b>	A grade will be entered on the assigned due date, but projects will be accepted until the end of the semester for full credit.

# Class Expectations:

## 1. Safety

- The woodshop and job sites have many safety hazards which are not present in most other classrooms. Because of this, proper behavior is extremely important. Any student who is unable to follow proper safety rules will lose shop privileges and/or be removed from the shop. The first part of the semester will be spent on safety procedures.
- The shop is divided into a study space and a work zone (tape on the floor shows these areas). Rules for the work zone are much more strictly enforced.
- A Woodshop Parent Permission contract must be signed to use any power tools, in addition to passing the three Woodshop Safety tests with a score of 90% or better.

## 2. Integrity

- Your work is your work. Your materials are your materials. Claiming somebody else's work as your own is an insult to your own intelligence and ability. *Credit will not be given for some else's work claimed as your own.* If there is any question about this, you will be asked to start from scratch.

## 3. Respect

- Treat each other, yourself, your teachers, and your space in a positive, healthy manner. This includes the tools and machines. One of the biggest frustrations in this class is not having tools or machines available because they are broken from improper use. If you get it out, put it away. Use only what is yours.
- Do not vandalize the shop. This includes drawing on workbenches, projects or materials.
- Disrespect of people in any way will not be tolerated and you will be removed from the shop.

## 4. Attire

- Safety glasses are required to be worn in the shop and whenever near any hand or power tools. Safety glasses must carry an ANSI Z87 rating.
- Closed-toed shoes must be worn.
- Long hair must be tied back above the shoulder.
- Loose clothing may not be worn in the shop. This includes baggy coats and sweatshirts.
- Earphones, buds or other **wired or wireless** listening devices are not allowed. Cords may not be visible, as they are a snag risk.
- Hoods and headwear must not obstruct your vision. You must maintain a 180 degree field of view.

## 5. Personal Belongings

Your belongings and project materials must be stored away from the work areas. Backpacks may be stored in your hall locker or placed along the wall or under a workbench. Personal items that must be put away include:

- **Coats, backpacks & baggy clothes:** Backpacks may not be worn in the shop. Backpacks must be kept in a locker, or on the ground out of the work space. Backpacks may not be left on the workbenches.
- **Cell phones & other devices:** Cell phones & other devices: Wireless devices are often used for learning activities. At all other times they should be silenced and away. If you need to use your phone as a calculator or for another reasonable use, ask first and keep the device visible. This rule includes smart watches and any listening apparatus such as earphones, earbuds or bluetooth speakers. Device violations are:
  - Lose device for remainder of period.
  - Lose device for remainder of day.
  - Device is sent to the office and must be picked up by a parent.
- **Food:** Please do **not** bring food into the shop. If you are truly hungry, ask first and eat in a designated place and clean up your scraps. I will generally say yes to a healthy snack, but not to sweets, chips, sodas, and caffeinated beverages. Food scraps attract mice. Do you really want mouse poop on your lovingly made cutting board?



## 6. Time Management

Plan on being in class and on time every day! You will not pass this class if you are not here for demonstrations and work times. *Plan on working from bell to bell.* If you are not in the shop when the bell rings, you will be marked tardy. If you arrive late and the door is locked, please wait patiently for the teacher to open it. Consequences for tardiness include:

i. **Warning**

ii. **Complete** a written assignment before returning to work.

iii. **No power tools** for the day. (If you are frequently late, then you are missing important safety instruction and could pose a danger to yourself or others.) ○

It is your responsibility to check on missed work when absent. This needs to be done before school, after school or during class when appropriate. All absences must be excused. Consequences for unexcused absences are as follows:

i. **Warning**

ii. Complete a **written assignment** before returning to work.

iii. **No power tools** the next day. (If you are frequently absent, then you are missing important safety instruction and could pose a danger to yourself or others.)

- How you use your time will determine how much time you have. If you manage your time wisely, you will be given more independence in the shop.

## 7. Use of Shop Space

1. The shop is used by many classes and after school groups.
2. Put tools away when done using them.
3. Materials use must be approved by the teacher. Materials are not free!
4. Do not leave your materials or projects out. Any materials left out will be returned to the materials room and you will have to purchase them again.
5. Do not hide projects or materials in the shop. If you need a larger storage area, ask the teacher.
6. Put your first and last name, and your period on each piece.
7. Store your project materials in a designated location.

## 8. Behavioral Interventions

- a. Warning
- b. Conference
- c. Refocus assignment
- d. Written contract
- e. Call home
- f. Detention
- g. Referral

**Please complete and sign the Syllabus Acknowledgement Page and return it to class. (It is a graded assignment!)**