

## **Millwork & Cabinetry**

### **Class Information 2015-2016**

#### **Safety**

- Occupational Safety and Health Administration (OSHA) requires that each student in the shop area be properly dressed for their own safety.
- All students must wear long pants, closed-toe and closed-heel shoes, safety glasses, and sleeved shirts. Vision-obscuring hair must be tied back. Anything that could get in the way of tools or equipment such as jewelry, watches, ties, or loose clothing is not allowed in the shop area.
- Each student must pass a safety test with a score of 100% at the beginning of the school year. No student will be allowed to begin any shop work until receiving a 100% on the safety test.

#### **Grading**

- **Tests and quizzes will count for 30% of each student's grade.**
  - Tests and quizzes will be given throughout the year to test students' understanding of concepts being taught. Students will have all of the information they need to take the test or quiz and should ask for help if they are struggling with the material.
  - The planned tests and quizzes are:
    - Term 1: safety test
    - Term 2: 3 web frame quizzes, 1 face frame quiz, 1 top quiz
    - Term 3: 1 face frame quiz, 1 top quiz, 4 drawer making quizzes
    - Term 4: state test
  - The tests and quizzes are subject to change, but students will receive plenty of notice before tests and quizzes are given.
- **Shop and class participation make up 70% of each student's grade.**
  - Daily Participation Points: Up to 10 points per day
    - Students will permanently lose participation points if they behave in a way which the instructor or his assistant find to be disruptive.
    - Participation points will not be awarded if a student is absent for any reason, unless otherwise arranged with the instructor before the absence.
    - Tardies, absences, and lack of effort in the shop area WILL reduce your participation grade.
    - Students need to be in class on time, dressed appropriately and working diligently to earn the maximum participation points each day.
    - Students will lose participation points if they are not dressed and ready to work when the bell rings for class to begin.
    - Sitting around in the classroom or the shop area does not constitute learning or working and will lower your participation grade.
  - Project Progress Score: 100 points per term
    - Students' progress on their shop projects will be assessed twice each term (mid-term and end of term). Students can earn up to 50 points for each assessment. If students are not putting significant effort into completing their projects, they will receive less than full points.
  - Spring Showcase: 100 points (4<sup>th</sup> term only)
    - All students should have at least one project completed and ready for display in the Spring Showcase held in May. Participation is mandatory and will be worth 100 participation points for the 4<sup>th</sup> term.
  - Participation Points Make-up
    - Participation points lost for reasons other than disruptive behavior can be made up by attending early morning lab before school with instructor permission. To receive make-up credit for early morning lab work, students must sign in with the instructor at the time of arrival. Early morning lab is not available during the last week of each term. No participation points can be made up during the last week of each term.

## Class Rules

- Students are required to have their own safety glasses and a tape measure. These can be purchased in class. Lockers will be issued to store tape measures, safety glasses, and other items.
- Students must be dressed appropriately (long pants, closed-toe and close-heel shoes, etc.) before they will be allowed to enter the shop area.
- Class will start and end in the classroom. **Students must be in their seats in AND dressed appropriately before the bell rings or you will receive a tardy.**
- **NO FOOD or DRINK** is allowed in the classroom or shop area.
- Roll will be called when the bell rings and any other time that it is necessary to monitor attendance during the class period.
- A personnel board is used in class to aid in shop organization and clean up. Each student will have an assignment to help with clean up. Assignments will change every two weeks.
- All make-up work must be turned in no later than one week after it is originally due. If you know you will be missing class (excused absence, travel, etc.) arrangements for make-up work should be made beforehand.

## Projects

- First-year students will build a nail tray as their first project. For a second project they may choose from the following projects built from oak and oak plywood with their respective costs:
  - Regular nightstand-\$75
  - Oversized nightstand-\$100
  - Four-drawer dresser, \$166
- Second and third-year students may choose from the following additional projects:
  - Four drawer dresser with cabinet-\$238
  - Six-drawer dresser without cabinet-\$210
  - Six-drawer dresser with cabinet- \$260
- Before beginning a project, a student must have a set of plans and a complete bill of materials.
- Students are required pay for the materials used to build each project. Students can pay for these materials before they begin work on a project or as the materials are issued to them.
- Second-year students are allowed to build any project that has been approved by Mr. Billings. They are also allowed to build any first-year projects.
- All materials used in student projects will be issued from Springville High School Millwork and Cabinetry stock. Students may not use materials from other sources in their projects.