



Summer Creek High School Architecture Design Syllabus

Contact Info:

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General Information

Classroom Goals:

- Upon completion of this class students should have a solid grasp of the foundations of the Architectural design process, including original design sketches and perspective drawings, and also a foundational knowledge of CAD program to transition their sketches into a working document. Students will have developed a working floor plan for a simple residential housing unit, and developed a complete design that includes all of the necessary amenities, including the three major areas of a home: Service, Sleeping and Living.

Guidelines for Success:

BE on time
BE prepared
BE on task
BE willing to take calculated risks
BE willing to Fail Forward

Classroom Rules and Consequences:

Class Expectations:

1. Be Respectful
2. Be Prepared
3. Be On-task
4. Food and Drink Prohibited (except water)

Consequences (steps):

1. Warning
2. Meeting/Conference with student
3. Parent Contact
4. Office Referral



SCHS Grading Policy

- Grades are weighted as follows:
Level Courses: 60% Summative, 40% Formative
Pre-AP/AP/Dual Courses: 70% Summative, 30% Formative
- All grades are an assessment of an academic skill, concept, or performance.
- Grades based on behaviors are reflected in conduct grades.
- Major or summative assessments are defined as tests, projects, etc.
- Minor or formative assessments are defined as quizzes, daily grades, homework, etc.
- There will be a minimum of 3 major summative assessments per nine weeks.
- The minimum number of grades is 2 grades per week.
- Grades cannot be doubled or tripled to meet minimum requirements.
- Grades are posted at least once a week and published to parents and students through eSchool.
- All assignments will be entered into the gradebook before the start of the week in which the assignment is assigned or communicated weekly via the teacher/parent contact source.
- Parents will be contacted by phone when a student fails a class for the nine weeks.
- Grading Scale:
 - 90-100 A
 - 80-89 B
 - 70-79 C
 - 0 – 69 F

Reassessment Policy

- Reteach and reassessment is mandatory when a teacher has determined that 50% or more of the class has failed to meet the mastery standard of 70% on a summative grade.
- A student has the opportunity to reassess a summative grade of less than 85 a maximum of once a grading period. The maximum grade on the reassessment will be an 85. Students must make and understand corrections to original summative test and complete all formative assignments to be eligible for reassessment. Reassessments must be offered with 1 calendar week of the date in which the original graded assessment was returned. Students must make arrangements to attend the re-teach and reassessment date set by the teacher if reassessment is done outside of school hours.
- Reassessment is not available for AP and Dual Credit classes.

** Students may not be able to reassess the last test of the 9 weeks if time does not permit.

Examples



Original Grade	Reassessment Grade	Reported Grade
65	100	85
58	92	85
45	85	85
68	80	80
73	78	78
72	60	72
84	100	85
85-100	Not Eligible	Original Grade

Late Work Policy

All Summer Creek High School teachers will utilize the following late work policy for all classes, regardless of level.

- Late daily work will be accepted up to 5 school days after the due date with a penalty of 20 points per day.
- The maximum penalty for a summative assignment completed within the 9 weeks is 30 points.
- Assignments turned in after the end of the school day are considered late.

Conduct Grades

E-Excellent

S-Satisfactory

N-Needs Improvement

U-Unsatisfactory

Any student receiving a conduct grade of N or U must have documented disciplinary incidents and parents must be contacted by phone.

Online Work

Some SCHS teachers assign homework that can be completed electronically via a web-based application. Since these assignments can be assigned and made due at any time on any day, students must stay aware of deadlines. It is expected that teachers communicate the deadlines in class, in writing, and electronically as appropriate. Students should make every effort to access the assignment via their own computer, phone, or library computer.



Late work policies and penalties do apply to online work.

Cheating/Plagiarism

Cheating on an assignment or test will result in zero being recorded for that assignment or test. In addition, cheating is considered a conduct violation and is subject to additional disciplinary measures as discussed in the Student Code of Conduct.

SCHS students found cheating or plagiarizing (cheating) will be receive a minimum violation of 2 Saturday detentions and will be ineligible to exempt final exams.

The following guideline is used at Summer Creek to define and discipline for plagiarism. Additional information can be found at plagarism.org

All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not

Classroom Activities

1. Make-up Assignments:
 1. You are responsible for all missed assignments.
 2. Check with your teacher to get your missed assignments before or after class, not during class.
 3. If you miss a major test, you must ask the teacher when you can make-up the test. Please refer to the handbook for the district's late work policy.
 4. If you know you are going to be absent, I am not required to give assignments in advance.
2. Classroom activities may include: Sketching or Proportion drawings, Internet research, Self-guided and/or group and team projects, Learning and use of AutoCAD, research and study of individual architects or their work, Site plan creation, Model Making,



creation of graphic organizers and construction documents, classroom discussions, creation of floor plans.

3. Major Projects will be assigned periodically during the school year.
4. Tutorials Tuesday, Wednesday, Thursday from 2:00 to 3:00

Classroom Procedures

- Entering the Classroom: We will either begin at the desks or computers, I will tell you upon entering where to land. Put up your phones and earbuds! If we're to begin at the desks, sit at your desk, place your belongings underneath the desk, be prepared when the bell rings. If we're to begin at the computers, sit at your computer, log in to the machine, be prepared when the bell rings.
- Tardy to Class: Students are expected to be in their class, ready to work, when the tardy bell rings. I will close my door when the bell rings. Anyone not already in the classroom and ready to work is tardy. Students will scan a Tardy to class QR code posted on my door, fill in the required information, and when that's complete, I will open the door and they can begin. Anyone with excessive tardies will be subject to parent contact, discipline referrals, etc. Ten minutes or more late is an automatic discipline issue: go to the nearest house secretary for an infraction.
- Paper or Pencil: I typically provide paper and pencils for my students; what I need most is a terrific attitude and a willingness to learn, work and collaborate.
- How to find out what the daily assignments are: I will use a combination of teacher website and Schoology to post my daily assignments; students should consult both daily unless otherwise directed by me.
- Turning in assignments: In-class written assignments will be turned in to the orange tub. Students MUST put their name, class period and date on their work to receive credit. Online and computer work will be turned in by sharing through Google Drive, Schoology, or some combination of both.
- Returning assignments to students: I will return written assignments after grading; Google Drive and Schoology assignments will be evaluated and grades put into HAC
- Finding out grade status: Students can track their grades through Schoology, HAC, or some combination. This is a professional development course, preparing students for real-world environments. Students will be required to track their own grades. I am available Monday - Friday from 2 to 3 for any student with any questions about their grades.
- Student responsibilities after an absence:
 - Students should check Schoology/my webpage to find missed assignments
 - Students will have one day for each day missed to make up missing work
 - Students should be prepared to take any missed tests the day they arrive back to class.



- Students with failing grades:
 - Students who are not passing my class by the end of the grading period will be required to fill out an Academic Truth Questionnaire, which helps to identify why they are struggling.
 - I will also fill out a Teacher Academic Truth Questionnaire, and will contact the parent via email, and will include both the student and my own forms.
 - We'll ask the parent to review them, communicate with the student, then complete a Parent Academic Truth Questionnaire.
 - Please note that all three forms have the exact same questions on them.
 - The idea is to distill the exact reason the student is struggling, and then we can develop a plan to assist them.
- Communication procedures with parents and families: Beyond the Academic Truth Questionnaire process, I will contact parents via email regarding your students. Parents are encouraged to reach out to me via email, phone call or message, or in-person during my conference period.
- Ending class: I will keep students busy until the bell, but will also alert them as the class is drawing to an end. Students should SAVE THEIR WORK TO GOOGLE DRIVE, log out of their computer, ensure that their work space is clean and clear of clutter, return their seats to under the desks.
- Consequences for Code of Conduct Violations:
 - Students will be required to sign and abide by the Student Rights and Responsibilities form below. Failure to do so or violation of the terms may result in loss of privileges of school property, which may make it difficult for students to pass the course.
 - Student dress code unexcused absences, threats etc. will be enforced as per District Policy.

Classroom Procedures:

Entering the classroom: After shaking teacher's hand gather/prepare materials, and sit quietly while working on warm up

Tardy to class: If a student is not in the door by the final bell, the student is considered tardy.

Paper or Pencil: When directed, students should gather a pencil and paper to begin our sketching.

Daily Assignments: You will be given an assignment daily - you are responsible to pay attention to the directions/expectations and complete all assignments on time.



Turning in Assignments: You will need to follow instructions, either on the board or verbally, on where to turn in your assignments. Instructions may be different depending on the assignment or time of class. I may say turn in your homework in the orange tub in the front of the room; or at the end of class I may direct you to save your work on Google Drive and share with me. Never turn in an assignment on my desk.

Returning assignments: I will pass assignments back to you while you are working in class.

Grade Status: I expect you to track your grades online. If you have an issue with a grade, I expect that you talk to me before or after class/school privately. Grade reports will be available to you via HAC

Make Up: You are responsible for all missed assignments. Check with me to get your assignments. You have one week to make up any work missed. If you miss a major test, you must ask the teacher when you can make-up the test. **** Make-up work not taken care of by the deadline will result in a zero.****

Communication: I will post assignments and project on Schoology, my teacher webpage, or both. Due Dates and Deadlines will be posted there as well. If you have an immediate concern, you can call or email me anytime.

Reassessment Policy: If a student scores below an 85% on a test, they may reassess for up to a maximum score of 85% once a grading period. Reassessment must take place during one of the offered tutorial times or by appointment within two weeks of the original test. If the class average is below 70%, a reassessment will be given to all students during a following class period.



STUDENT RIGHTS IN COMPUTER LABS

1. Students have the right to know daily expectations while in the computer labs.
2. Students have the right to an interruption-free learning environment:
 - class starts on time
 - objectives and instructions are clearly stated and understood
 - all class members are considerate of each other
 - all class members are on task
3. Students have the right to a respectful and obscenity-free learning environment in the computer labs.
4. Students have the rights to—and are responsible for—the work station (computer, materials, personal work space, etc.) assigned to him/her. It is the student's responsibility to notify the teacher IMMEDIATELY if anything is missing or out of order. (See #s 11, 13, 15, and 16.)
5. Students have the right to use a flash drive (secondary storage device) as needed.
6. Students have the right to tutoring as needed.
7. Students have the right to help each other.
8. Students do not have the right to do someone else's work or turn in someone else's work as their own. (This action will result in a zero.)
9. Students do not have the right to bring food or drinks into the computer labs.



10. Students do not have the right to use other students' computers or logins.

11. Students do not have the right to alter or damage computer hardware, software, or networking. (This includes computer settings, icons, files, programs, cables, etc.)

12. Students do not have the right to move any equipment in the computer lab.

13. Students do not have the right to download, save, or listen to MP3 or other music files while in the computer labs unless otherwise instructed to do so.

14. Students do not have the right to file sharing programs, chat rooms, or email accounts while in the computer labs.

15. Students do not have the right to save or install any executable program to any computer in the computer lab.

16. Students do not have the right to download, view, or play any game while in the computer lab unless otherwise instructed to do so.

17. Students do not have the right to listen to or charge their personal devices (phones, smart watches, tablets. etc.) while in the classroom (see separate HumbleISD District Cell Phone Policy poster throughout the school)

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