Welcome to the Landscape Architecture program. This program explores basic concepts and applications of design and planning used to shape landscapes. Students will participate in discussions, research, case studies, design charrettes, installation and maintenance projects, and field trips. Students in this program will work closely with the Landscape Architecture and Environmental Planning Department from USU.

PROGRAM SCHEDULE:
1st Semester: Nursery Operations - Students will develop knowledge and skills in nursery operation and landscape management practices that will prepare the students to SELECT APPROPRIATE PLANT MATERIAL and to DESIGN, INSTALL, and MAINTAIN diverse landscapes.

2nd Semester: Workplace Skills - This course emphasizes skills needed to successfully prepare students for the work environment and shows relevance of academic classes to future career and educational goals. The course covers the application process, legal and safety issues, ethics, goal setting, teamwork, conflict resolution, and attitude.

Full Year: LAEP 1030 Introduction to Landscape Architecture - Environment as a basis for land use and design decisions. Topics discussed include environmental awareness, the planning and design process, and design related to open space, communities, and the region.
CLASSROOM EXPECTATIONS:
Students are expected to be active participants each day in the classroom. In order to create a safe learning environment and to achieve specific learning goals there are four expectations, or agreements, that students are asked to honor:

1. Attentive Listening
2. Showing Appreciation
3. Showing Mutual Respect
4. The Right to Pass

We will expand on these agreements during the first week of school and throughout the school year. My goal with these agreements is to help students learn to work collaboratively with others both inside and outside of class.

ELECTRONICS POLICY:
No electronic devices are allowed during class at any time. This includes cell phones, MP3 players, gaming devices, PDA’s, or anything else that runs off a battery. Students who use any of these devices in class without explicit prior permission will have them taken away after the first infraction. Cell phones must be turned on silent during the duration of class. This policy applies to headphones and earbuds as well.

ATTENDANCE POLICY:
Students are expected to be in attendance every school day in order to receive maximum benefit from their education experiences. If a student is legitimately absent from class, it is their responsibility to contact the teacher regarding make-up work. Legitimate absences are defined as: verified illness, medical appointments, bereavement, court appearances, emergencies, pre-approved educational leave, and special family or religious events. No make-up work will be permitted if the absence is unexcused, no exceptions. Absences must be excused through the student’s boundary school and through the JATC South office. If a student is absent for 10 consecutive days they will automatically be dropped from the program.

If a student is tardy for class, it is their responsibility to contact the school office or teacher so that an unexcused absence is not assessed. Tardy students, regardless of the reason, will not be admitted to class without first checking in with the main office. It is also a student’s responsibility to obtain a checkout slip from the office when they must leave during the school day.

MAKE UP WORK:
Students with excused absences will be allowed to make up work and assignments missed during their absence. Performance-based activities taught in class (i.e. properly plant a tree) may require extra effort and planning on the student’s part to make up. All make up work for full credit may only be submitted one class period after the excused absence, unless otherwise arranged.
**GRADING CRITERIA:**
Students will earn grades based on two criteria: Participation and Performance.

**Participation:** May include daily bell ringer quizzes, participation in class lectures, discussions, exit tickets, and activities. There will also be times during the school year when out of class participation may be required.

**Performance:** Includes properly demonstrating skills taught in class (i.e. properly plant a tree), completing classroom and homework assignments, research papers, personal and group projects, quizzes and tests. Pre-tests will be given the first week of each semester to access the student’s prior knowledge. Post-tests will be given at the end of the semester in order to measure overall growth.

**LATE WORK:**
All assignments or work is due at the beginning of the class period (or the deadline online) on the assigned due date. No late work will be accepted unless prior arrangements have been made.

**TEST MAKEUP:**
If a student performs poorly on a unit test (not a quiz) they can make-up points by retaking the test. Only one retake will be permitted for each test. In order to make-up points the student must schedule a 30 minute study session prior to retaking the test.

**GRADING PROCEDURE:**
At the conclusion of each quarter the total points achieved by the students will determine the final grade. Letter grades will be administered based on the following percentages:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>93%-100%</td>
</tr>
<tr>
<td>A-</td>
<td>90%-92%</td>
</tr>
<tr>
<td>B</td>
<td>83%-86%</td>
</tr>
<tr>
<td>B-</td>
<td>80%-82%</td>
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<tr>
<td>C</td>
<td>73%-76%</td>
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<tr>
<td>C-</td>
<td>70%-72%</td>
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<tr>
<td>D</td>
<td>63%-66%</td>
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<tr>
<td>D-</td>
<td>60%-62%</td>
</tr>
<tr>
<td>B+</td>
<td>87%-89%</td>
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<tr>
<td>C+</td>
<td>77%-79%</td>
</tr>
<tr>
<td>D+</td>
<td>67%-69%</td>
</tr>
<tr>
<td>F</td>
<td>0%-59%</td>
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</tbody>
</table>

**EXTRA CREDIT:**
Students may be offered the opportunity to undertake optional work, additional to their required work, in order to gain additional credit that would boost their grade. The intention of extra credit is help students make up points lost on assignments, labs, activities, or tests. It is not intended to replace assignments, labs, activities, or tests. Extra credit will only be applied to a student’s grade after all required work is completed.

**FIELD TRIPS:**
Throughout the school year various field trips will be arranged to introduce students to career opportunities or current issues in landscape architecture. Field trips may also be directly tied to FFA activities. Depending on the location visited and student participation field trips may leave and/or return to JATC South Campus outside of regular class hours. It will then be the student’s responsibility to make transportation arrangements to get to and from the school. If a student misses school for field trips they are responsible to inform their other teachers and make up any missing classwork.
INTERNSHIP/CAPSTONE/SENIOR PROJECT:
During the second semester students will be required to complete a minimum of 35 hours in relation to their internship/capstone/senior project. The goal of this project is to allow students to get hands on experience in the landscape architecture profession and associated industries such as landscape installation, land management, city planning, and other related areas. More information will be provided in class regarding what types of projects are appropriate and how students will be evaluated. If possible, the instructors will pre-arrange possible projects.

FARM TO SCHOOL:
Occasionally students will participate in activities related to Farm to School such as 7th Grade Ag Day, production and harvesting of vegetables, and elementary class field trips to the JATC South Greenhouse. For more information about Farm to School visit the national website www.farmtoschool.org.

CONCURRENT ENROLLMENT:
The Landscape Architecture program offers three (3) concurrent enrollment credits for LAEP 1030 – Introduction to Landscape Architecture through Utah State University. Students must be registered for the program for the entire year. No concurrent enrollment credit will be issued to students who drop or start at the semester break. If a student chooses to drop the class at any time during the school year it is their responsibility to contact Utah State University to have this properly recorded on their university transcript.

Students are responsible for applying to Utah State University and paying the concurrent enrollment fees directly to USU. JATC South is unable to process any of these payments. The deadline for concurrent enrollment is September 1, 2016. There is a one-time application fee of $50 paid to Utah State University and the concurrent enrollment fees are $5 per credit hour (for LAEP 1030 – Introduction to Landscape Architecture that is a total of $15). This is a great opportunity to earn college credit at a fraction of the cost.

APPROPRIATE CLOTHING:
Although classroom time associated with instruction and discussion is an integral part in this course, this will be a predominantly hands-on course and students should be prepared daily to get their hands dirty in a variety of situations, both indoors and outdoors. The JATC-South is a public building with the greenhouse operating as a business and with individuals and groups visiting regularly. Students should be dressed appropriately. No short shorts, spaghetti strap tank tops, sandals or flip flops, dress clothes, etc.

FFA:
FFA is an integral part of the Landscape Architecture program. Every student who is not currently a member of FFA at their home high school will be registered a member of the JATC South FFA Chapter. Each student will be required to participate in at least one (1) FFA competition during the school year. The majority of these competitions are in the spring. Classroom instruction, assignments, and activities will be presented in a way that will help students prepare for state FFA competitions.
**JATC COLLEGE AND CAREER READY PORTFOLIO:**
The goal of the College and Career Ready Portfolio is to help students become more prepared for future jobs and careers and to help them plan for their next educational steps after high school. This is a program only available to students at the JATC. Students who participate have the opportunity to earn a Portfolio Medallion that can be worn at graduation. The majority of the requirements for the Portfolio will be integrated into classroom instruction, assignments, and activities. Check out the following link for more information: http://jordantech.org/portfolio/

**CANVAS:**
In an effort to record our concurrent enrollment participation we will be using Canvas, an online course administration tool, to administer homework, quizzes, discussions, and provide handouts. Canvas will be used in lieu of a class website. Instruction will be provided to the students the first week of school to help them become familiar with Canvas.

**STUDENTS WITH DISABILITIES:**
Any student who currently receives accommodation through and IEP or 504 Educational Plan should contact me privately to discuss the details of those accommodations. All accommodations are coordinated through the student’s home high school counselor.

**BULLYING POLICY:**
In order to foster a safe learning environment for all students bullying of any type will not be tolerated. Bullying is defined as intentional aggressive behavior that involves an imbalance of power or strength. It may include, but is not limited to physical abuse, verbal abuse, non-verbal or emotional abuse, cyberbullying, harassment, or retaliation (Jordan School District Policy AS98). Any form of bullying will be reported to school administration and appropriate action in accordance with district policy will be taken. Parents will also be contacted. Students are expected to respect others regardless of race, religion, national origin, language, or sexual orientation.