Principles and Elements of Floral Design:

Information Packet

**Instructor:** Mrs. Maass **Phone:** 512-281-9710

**Conference**: 8th Period **Email:** bmaass@elginisd.net

Floral design is an interesting and challenging career opportunity and art form that is becoming more important to the healthy lifestyle of many people. There are many jobs available in this industry for people who are willing to work hard and express their creative abilities through flowers and foliage plants.

This course does count for an ART 1 credit.

In order to help make this semester as productive as possible, I have compiled this packet for each of you to review with your parents/guardians. Included you will find the class syllabus with my contact information, general information, a supply list, and the class rules and expectations.

\*\*\**Please* read, then sign (both student and parent/guardian), and return the last page only of this packet by THIS Friday. Keep the other pages in the back of your journal for reference during the semester and on the final exam.

**Classroom materials needed:**

1. Fully charged chromebook
2. Pens &/or Pencils EVERYDAY (I do NOT lend these out)
3. Composition book OR a Spiral. *Bring these to class EVERYDAY!! (or leave in crate)*

*\*Additional floral supplies may be needed as we get into the school year and projects begin!!!!*

It is mandatory for each student to maintain a Class Notebook. This composition book/journal will contain all class notes, handouts, graded materials, etc. Keeping a tidy and well organized class notebook is essential to your overall success and grade in the course as it will be checked often. Failure to maintain your will result in course failure. Students will be instructed on how to set these class notebooks up and how it will be graded.

**Behavioral Consequences:**

The guidelines in the Elgin High School Discipline Management Plan will be followed and enforced in this class.

**Tardies:**

Once the tardy bell rings, the door is closed and locked. You will then need to go get a tardy pass. This is your only way back into class. Each tardy, each period is logged in the system and on the fourth tardy an after school detention is given. The consequences increase with each 4. (Saturday school, ISS, etc.)

**Cheating:**

Cheating involves copying the work of another person. Even if I allow you to work with a partner, you need to do your own work. You must not copy the work of another or allow another to copy your work. Therefore, the consequences for cheating/academic dishonesty are as follows:

1. The student will receive a grade of “0” for that particular assignment or test.  If this is a student’s first occurrence of cheating, the student will have an opportunity to make up the assignment or test with a maximum possible score of 70.  The assignment or test must be made up by the time designated by the teacher.

**JUST DON’T DO IT!**

1. Parents will be contacted by the teacher.
2. The student will receive a Level 2 referral.
3. Any subsequent incidents of cheating regardless of instructor/class, during the school year, a grade of “0” will be assigned and there will be no opportunity for making up the assignment or test.

*(Academic dishonesty may impact student admittance or participation in extracurricular activities such as National Honor Society.)*

**Make up and Late work:**

If you miss class for whatever reason you must make up the work you miss. It is ***your*** responsibility to see me and get any missed assignments and information. (Failure to complete assignments is a level one offense.) Also, if you’ve missed a day and I have passed back a graded work, you will find these papers in the folder on the bookshelf marked “Mrs. Maass’ returned papers”.

***Student work is accepted late for 10 points off per day up to 5 days.***

**Leaving Class:**

No student may leave class during the first or last 10 minutes of class. You need to take care of all outside business before class begins. I will allow you to use the bathroom ONLY if you have all your supplies and your journal and have good timing.

**Contents of Class:**

The following topics will be taught in this class. The presentation of this material may be in lecture form, video or other electronic media presentations, textbook work, curriculum worksheets, class discussion, visual observation or demonstration and hands-on experiences.

* History of Floral Designing
* Careers in the Floral industry
* ID of Flowers, Foliages, and plants
* Floral Design Principles & Color
* Floral Design tools
* Safety in Floral Design
* Floral material preservation & floral material selection
* Round Designs
* Symmetrical Arrangements
* Asymmetrical Arrangement
* Wiring & Taping of Flowers and Foliages
* Corsages & Boutonnieres
* Evaluation of floral arrangements and floral materials
* Management practices in floral industry
* Seasonal and special occasion designs (holidays, Valentine’s, Birthday, banquets, or other special occasions) --- done throughout semester
* Drying techniques
* Sympathy designs
* Homecoming Mums
* Wedding designs
* Wedding plan portfolios

**Grading:** Students must complete all assigned work. *It is the student’s responsibility to schedule makeup time to complete missed assignments. (see grading policy)* You will be graded many times during the semester based on your acquired abilities, your creativity, ingenuity, and your classroom/lab work and **work ethic**! (Ex: clean areas!!!)

The grading scale below will be used in this class. The assignments listed are there to give you an idea of the types of things that will constitute a test grade versus a daily grade. There may be other graded assignments in this class that are not listed below.

 **Test Grades= 40%:** Tests, Floral Designs

**Daily Grades= 60%:** Bookwork, Safety quiz, ID Quizzes, In-class projects

**Final:**  Your final will be comprehensive (from the whole year). (All papers, tests, and other work will be in your notebook/journal to help in preparation for your final.)

**Classroom Rules:**

* From the Elgin ISD Student Handbook:
	+ *“Classroom cell phone rules and procedures: All student cell phones must be put away at the beginning class. Students refusing to follow classroom procedures will receive a referral for insubordination and face consequences by the administrative staff.*
	+ *1st Offense - Student will receive a reminder of classroom rules.*
	+ *2nd Offense - Student referral for insubordination.*
	+ *3rd Offense - AP will be called for removal of phone and may face additional consequences.”*
* Treat everyone & everything with respect. (Which means when someone is talking – you listen!)
* Come to class organized & prepared to learn with all your supplies.
* Raise your hand to ask permission before speaking, getting out of your chair, or leaving the classroom.
* My desk & counter, the computer, video equipment, cabinets, thermostat, floral cooler, and closet is off limits for students.
* Before you leave the classroom: pick up after yourself, clean up your area, and push in your chair.
* Obey all school rules.

**Guidelines for Success:**

* Be in class every day. If you are absent ***you*** are responsible to find out what information and assignments you missed.
* ALWAYS TRY!
* Be on time to class. When the tardy bell rings you should be in your seat, with your supplies ready to learn.
* Do your best.
* Cooperate with others.
* Be aware of all school policies. (they will be followed and enforced)
* Talk to me if you need anything. I teach for you and want you to get the best out of this class. Let me know how I can help you.

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By signing below I am verifying that I have read and understand the information contained in this information packet.

**Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_Students’ class period \_\_\_\_\_\_**

**Parents:** Thank you for taking the time to read this course syllabus. If you have any questions or concerns please call me. (contact info is on the front page).

Parent/guardian PRINTED name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone # and/or e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_