



SPCPA Student Handbook

Visual Art Department

2020-2021

Brooks Turner, Visual Art Department Chair
as of 8/19/20

Visual Art Department Student Handbook

This resource is intended for use by students and parents/guardians as it contains much of the information regarding our departmental policies and grading practices that govern the classes and program activities in the Visual Art program. All classes within Theatre/Musical Theatre abide by all school-wide policies, in addition to those covered in this document. Additional information may be found in the SPCPA Student Handbook. Contents are subject to change.

SPCPA's Core Arts Values

The following are the Saint Paul Conservatory for Performing Artists' (SPCPA) core arts values. These values help guide the Visual Art Department's instructional and programmatic activities.

Train, Discover, Learn, Create, Explore

- We are a community of Artists and Scholars
- We use our bodies, minds, hearts, and spirits to live the questions
- We explore who we are and why we're here.
- We take risks and use failure to grow.

Statement of Philosophy

SPCPA's Visual Art Department offers students training geared towards the serious and committed aspiring visual artist. The department's focus is on contemporary forms and practices, preparing students to understand and meet the current landscape of the visual arts. Therefore, students are guided in their education by working contemporary artists and encouraged to become active in the Minnesota Arts community. SPCPA's training model is derived from BFA programs in Visual Art, and as such, graduates transition easily into post-secondary arts institutions. The focus and rigor of the Visual Arts department demands of students self-discipline, professionalism, and respect for themselves, their peers, their instructors, their school, and their art.

Statement on Anti-Racism

We, the Visual Art Department faculty, are committed to creating an Anti-Racist Visual Art program informed by intersectionality. We acknowledge that racism exists in the art world, art market, and art schools, and that whiteness has been centered in visual culture for far too long. We recognize that some faculty are newer to this work and for some, anti-racism has been their life's mission and work.

In preparing for and progressing towards this goal, we strive to present at least 50% content from BIPOC creators. We commit ourselves to call attention to materials, forms, histories, and modes of expression that are rooted in colonialism, imperialism, and white supremacy, and to use our positions to elevate BIPOC voices.

Land Acknowledgement

We collectively acknowledge that Saint Paul Conservatory for Performing Artists is located on the traditional, ancestral, and contemporary lands of Indigenous people. SPCPA resides on land that was cared for and called home by the Dakota and Anishinaabe people, and other Native peoples from time immemorial. This land holds great historical, spiritual, and personal significance for its original stewards, the Native nations and peoples of this region. By offering this land acknowledgment, we affirm tribal sovereignty and will work to hold SPCPA accountable to American Indian peoples and nations.

Statement on Equity and Inclusivity

Each of us comes from a different background and environment, which informs who we are as individuals. We acknowledge that art institutions have historically been shaped by white patriarchal systems that have suppressed the voices of LGBTQ+, women, and marginalized individuals, in addition to those of BIPOC. As educators, we will strive to present an equitable and inclusive curriculum that embraces and represents all identities and ability levels. We commit to centering and elevating artists at the intersection of diverse identities, focusing in particular on contemporary artists and visual culture.

We are excited to create educational structures that will prepare you for the arts of today and provide the tools and space for you to reimagine and transform the arts of the future.

Curriculum

9th and 10th grade students begin their work in the Art Department by building a basic understanding of 2D and 3D forms of art making; this includes drawing, painting, sculpture, and mixed media. 11th and 12th grade students build on this base of knowledge through instruction in the “expanded field” of visual disciplines. Art history and theory is introduced contextually in class, as well as through visual art electives.

Department Expectations

Contemporary art has no expectation for an artist's ability to render in exquisite detail a human hand or face, and therefore students are accepted into the department based on their passion for visual experience and culture not their innate skill. SPCPA is not for everybody, but students that have a love for visual art and culture and a willingness to do what it takes to grow and improve, have found the perfect place. We do not expect that every student will go on to pursue the visual arts after high school, but we will treat each student as if they will.

Department Dress Code

SPCPA visual art students are expected to present themselves in respectful and appropriate ways both within the school environment and the downtown St. Paul community. Visual Arts instructors may have specific dress codes depending on classes for both safety and professionalism. If students do not adhere to an instructor's dress code, their grade will be jeopardized.

For safety reasons, closed toed shoes must be worn in all visual arts classrooms. Students should be prepared, especially in the Fall and Spring, to go outside to engage in outdoor visual art exercises. This means having proper clothing for spending extended periods of time outside. The likelihood of permanent stains to clothing in visual art classes is high. For this reason, we recommend wearing clothing that can get stained, or else to bring a smock.

Facility Use Policies

Visual Arts Students are expected to abide by the following rules with respect to Visual Arts spaces:

- Students will follow all Covid safety measures.
- Drinks (water, coffee, etc...) in sealable, not-shattering bottle or cup
- Water is the only drink allowed in the art gallery
- No food or eating allowed in class.
- Students will pick up after themselves, including all arts materials used in class, clothing, personal belongings, papers, writing utensils, etc...
- Students will not leave unfinished artwork out on a table--appropriate places will be provided.
- Students will respect the space by not defacing the floors, walls, furniture, or restrooms
- Students will return the studios and classrooms to their original state at the end of each class.
- Students will not remove tools or materials from the classroom without the permission of an instructor.

Attendance Policies and Procedures

The Visual Art Department follows all SPCPA school policies regarding attendance and tardiness. For more information on school policies, please see the SPCPA student handbook

Attendance: Students are expected to be in class on time and on a regular basis. If students miss class due to illness, doctor, dentist, physical therapy, college visit or interview, they are considered excused. After 3 excused absences, a student must complete a make up assignment to restore points for days missed. A parent or guardian must call the attendance hotline in order for a student to be marked excused. Students who have been excused due to Arts Absences are *generally* exempt from the 10-absence rule. Please note that arts-related absences are handled on a case-by-case basis. More than 10 Excused or Unexcused absences will result in no credit for the class.

Preparedness and Participation: Students should make every effort to come to class fully prepared to work and engage with the curriculum. Participation in class activities is not voluntary or at a student's discretion. It is EXPECTED that students will engage and participate in all of their classes with equal enthusiasm and effort. Sitting out or observing class is not allowed except in extenuating circumstances and/or with parent/guardian permission.

Tardy policy: Students arriving late to class must get a Tardy Pass from the attendance clerk before going to class. Students arriving late will lose 1 point off of their Daily Five. Students arriving with a pass from a teacher still need to check in at the attendance desk and will receive an excused tardy.

Arts Absences: We accommodate many absences due to arts performance opportunities on a case-by-case basis. Students are required to meet with Suzy or Joey prior to accepting a role that will result in a Predicted Extended Arts Absence (PEAA) contract. Should the student accept the role, there is paperwork that must be completed and approved before your absence begins. If approved, the student will receive their Daily Five on days they are gone but may still be required to complete assignments/projects at the discretion of the teacher. Students are responsible for making up their academic work.

Early Releases: students leaving with more than 30 minutes left of class time for an excused reason may be responsible for completing make-up work to receive full Daily 5 points for that day.

Illness: It is expected that if students are in attendance at school, they will be participating in their arts classes. Students who are too ill to participate in their arts classes even with modifications will be asked to go to the Lowry main desk to make arrangements to return home.

COVID: Every effort will be made by visual arts faculty to exceed state standards in providing a safe and healthy environment for students.

Grading

Daily Five: every day, each student has the opportunity to earn five points. The cumulative totals of these daily points make up a significant portion of student's grades

- 1 point for Attendance: student is present, mentally and physically, in class
- 1 point for Punctuality: student is on time and ready to work when class begins.
- 1 point for Preparedness: student is dressed appropriately for class, has all required materials, and has completed all assignments
- 1 point for Participation and engagement: student demonstrates effort and attentiveness, participates fully in all aspects of class, and takes responsibility for their learning.
- 1 point for Collaboration: students work generously and cooperatively with others, and is accountable to their classmates.

Visual Arts Grades: Throughout the semester, students will receive grades on visual arts projects and assignments. These grades are intended to provide students with an honest assessment of their skill level and ability.

Projects will each be graded based on the following factors:

- Technique in the execution of your project
- Clear understanding of relevant design concepts
- Creativity and experimentation in the design, use of materials, and content of the work
- Personal growth from one project to the next

Grades will be assessed on an A-F scale, using the following rubric for assessment:

- A:** Excelling beyond the requirements of the project in technique, concept, and creative use of materials; complex understanding of artistic and design concepts as exhibited in discussion, critique, and visually within the work
- B:** Adequately completes the project according to the requirements, with some innovation in at least one of the areas outlined above; thorough participation in critique or discussion with some insightful contributions
- C:** Completes bare minimum requirements of projects with little to no innovation, creativity, or personal growth exhibited; minimum participation in critiques and discussions.
- D:** Project is incomplete with regard to the requirements and lacks all innovation, creativity, or personal growth; little to no contribution in class discussions and critiques.
- F:** Project never turned in or failed to address a single requirement; absence or failure to pay attention during critiques, discussions, lectures, and demos.

Grade Scale:

A 93-100% = 4.00

A- 90-92.9% = 3.66

B+ 87-89.9% = 3.33

B 83-86.9% = 3.00

B- 80-82.9% = 2.66

C+ 77-79.9% = 2.33

C 73-76.9% = 2.00

C- 70-72.9% = 1.66

D+ 67-69.9% = 1.33

D 63-66.9% = 1.00

D- 60-62.9% = 0.66

F Below 60% = 0

Make Up Assignments

4 excused or unexcused absences during Mon/Wed or Tue/Thu classes will require a make up assignment. Each absence after 4 will require an additional make up assignment, unless alternate arrangements have been reached with the Instructor and Department Chair. 2 excused or unexcused absences during Friday classes will require a make up assignment. Each absence after 3 will require an additional make up assignment, unless alternate arrangements have been reached with the Instructor and Department Chair.

The course instructor will provide a student with a make up assignment when they have reached the excused absence threshold. Students have two weeks after their last absence to complete a make up assignment. Assignments turned in after this two-week period will not be accepted. All make ups will be graded like projects. Unless special permission is granted from the Instructor and Department Chair, the same make up assignment cannot be used for two different courses.

Critique Juries

Once per year, in the spring semester, students will have a critique of a body of work by a panel of visual arts faculty and occasionally community art practitioners and professionals. This panel critique mirrors that of thesis reviews in undergraduate and graduate arts programs

Students will prepare artwork on their own that will be presented to the panel. Artwork requirements are determined by grade level. Materials are open to student choice. For 9th and 10th grade students, one of the artworks can be something produced in class. For 11th and 12th grade students, two of the artworks can be something produced in class. The remaining artworks should be composed by the student on their own.

9th grade: Create and present two 2D works of art

10th grade: Create and present two 2D and one 3D works of art

11th grade: Create and present a body of work containing at least 4 artworks (can be either 2D or 3D or both)

12th grade: Create and present a body of work containing at least 5 artworks (can be either 2D or 3D or both)

J-Term

For 3 weeks (usually in January, but in June for 2020-2021 school year), academics and arts classes go on hiatus and students are immersed in rehearsals for an arts performance project. These rehearsals culminate in public performances. J-Term replicates the professional experience and engages students in the artistic energy of various professional rehearsal and performance venues. J-Term is a part of SPCPA training. It is required as part of the school year and earns a

full credit for successful participation. Grades are Pass/No Credit. There are no academic or arts classes during J-Term.

General Information

Communication

Communication is key to facilitating a positive learning experience and we will do our best to communicate important information to students and families. Email is the best and most efficient way of contacting teachers.

For Students: Please talk with your teacher and let us know what is going on if you are having difficulties in class—we want to hear from you! If you need to get in contact with a parent/guardian during the school day, please make arrangements with your teacher to go to the Lowry Main Office.

For Parents/Guardians: Parents and guardians in need of getting in contact with their student should make arrangements through the SPCPA school directory service. Please avoid texting and calling your student on their mobile devices during class time. Students will still be penalized for using their phones during class even if the call/text is from their parent/guardian.

Communication Regarding the Policies & Procedures: If a student isn't following the policies and procedures outlined in this handbook, any of following may be used to address the situation:

- Verbal/Nonverbal reminder from instructor
- Loss of Daily Points/Negative consequence for grade
- Contact with home
- Student meetings with Teachers and/or Director(s) and/or Deans
- Write up and referral to administration

Food Pantry: It is our goal that no SPCPA student or family goes hungry. We have three food pantry locations: Lowry Front Desk, Room 302 in Lowry and Wilkins Front Desk. Any student can get food items for lunch at any of the three locations. Room 302 in Lowry and Wilkins Front Desk also have overnight and weekend food for students.

Electronic Devices: Cell phone or tablet use (texting, making a phone call, Snapchat, etc. etc. etc.) during class without permission may result in the loss of all of a student's Daily 5 points for that class period. Faculty/Staff reserve the right to confiscate any electronic device at their discretion. Students needing to contact their parents/guardians should ask permission from their instructor. Parents/guardians needing to contact their student must contact their student through formal SPCPA channels. We encourage parents/guardians to know when your student's lunch is, this is the best time to text them.

Field Trips: All SPCPA students are excused one time per semester from their academic classes in order to attend an arts-based field trip. Students are required to make-up any academic work

that is missed for this purpose. **In order to attend, students need to submit a signed permission slip and funds (if applicable) to Nancy Galatowitsch by the given deadline.** Students on Educational Benefits will be exempt from the cost of the trip though a signed permission slip will still be required. *All students are greatly encouraged to attend these field trips; seeing and critiquing professional art is a vital part of our training.* We do not know if field trips will be happening in 2020-2021.

Who Do I Speak With?

Please talk to your teacher with questions about:

- Your grade
- What to wear for class
- What to call your teacher
- How to make up classes for excused absences

Please talk to the Department Chair(s) with questions about:

- Juries
- J-Term
- Departmental policies and procedures
- Curriculum

Please talk to an Administrative Assistant with questions about:

- Signing in/out of the building
- Early Release Passes
- Needing a Tardy Pass
- Educational Benefits (including field trips, dance clothes, etc.)
- Food pantry needs

If your concern/question does not fall into any of the categories listed above, please contact your department chair and that person can help direct your question to the appropriate person/parties.

Visual Arts Faculty

Email is the best and quickest way to reach us.

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