

Dear Parents and Students,

My name is Jessica Kissen and I am your son/daughter's Ancient Civilizations/Introduction to Anthropology teacher. I have a passion for history, art history, culture and music and I hope to ignite a love for these disciplines in your son/daughter as well. I believe this class will help your student become more culturally aware and appreciate different civilizations in our history.

Text: *The Annotated Mona Lisa: A Crash Course in Art History From Prehistoric to Post-Modern*  
Carol Strickland, Ph.D.

Course Description:

This Ancient Civilizations course will examine different civilizations through art, history, music, literature, and cultural events. We will begin with Prehistoric times, continue through the Greek and Roman eras, into the Medieval, Renaissance, Baroque, Classical, Romantic and finally concluding with the Modernist movement.

Parent/Teacher Communication:

Communication is an intricate key to success. Every student enters my class with an "A" and I certainly believe that they can easily keep that grade with a little hard work and determination. Therefore, if you ever have any questions, comments, or concerns, please feel free to email me at [TaftHistory@aol.com](mailto:TaftHistory@aol.com). This method of communication is **much** easier than leaving a message at school and is preferable. In addition, I also have a class website to facilitate this communication: **TaftHistory.weebly.com**. At this site you can see exactly what we do in class everyday and check up on homework, grades, etc.

Homework Policy:

Homework will be assigned various times during the week. Each homework assignment is individually worth 5-10 points and will comprise 35% of the student's grade. Homework is due the next day or when otherwise stated. I do not accept homework from students who are tardy to class. In order to receive credit, the entire assignment must be completed. I do not give partial credit for incomplete work. **NO late work will be accepted.** In addition, any work turned in without a name will be thrown out. Students who are absent will have one day for each day of absence to make up missed work. If students are absent it is their responsibility to get the work they missed and turn it in to the teacher.

Tests/Quizzes:

Chapter tests will be announced with sufficient notice to guarantee adequate study time. Pop quizzes may be given to ensure students are keeping up with the reading and other assignments on a regular basis. Quizzes and tests may vary in points, and may include essay, multiple choice, true/false, fill-in-the-blank, and any other testing form necessary to assess the student's grasp of the material.

\*\*If a student is absent the day of an exam or quiz, is it his/her responsibility to make it up. The make up will be arranged as soon as possible. **Failure to make up or appear at a missed exam or quiz will result in a ZERO.**

Class Expectations:

1. Students should arrive on time, prepared, attentive, and polite.
2. Late work is not accepted unless the student has an excused absence.
3. Food and drinks are not allowed in the classroom, however water is ok.
4. Hats are not allowed in class.
5. Respect for your classmates and for teachers will be strictly enforced.
6. If I see a cell phone, it will be confiscated.
7. Any suspicion of cheating will result in receiving a zero on that assignment, a zero on the following assignment and a referral to the dean.
8. We will be examining various topics in art history, and often in these paintings nudity is shown. It is expected that students will act appropriately in response to these topics.

Grading Policy:

The standard grading policy is:

89.5-100%.....A	Student has demonstrated an exemplary level of understanding of the topic and has completed all assignments in a thoughtful manner.
79.5-89.4%.....B	Student has demonstrated a complete understanding of the topic and has completed assignments.
69.5-79.4%.....C	Student has demonstrated a basic understanding of the topic and has completed most of the assignments.
59.5-69.4%.....D	Student has demonstrated some understanding of the topic and has completed a limited number of the assignments.
<59.4%.....F	Student has failed to demonstrate understanding of the topic and has failed to turn in most assignments.

Work Habits: Subjective and at the discretion of the instructor.

Cooperation: Subjective and at the discretion of the instructor.

\*\* Tardies are not only disruptive to the teacher, they are disruptive to other students and the class in general. Therefore, “bell quizzes” will be given periodically to ensure all students are in their seats and ready to learn when the bell rings. If a student is late to class, they will miss these points. These quizzes are worth 5 points each and are test grades.

Again, if you have any questions, please don’t hesitate to send me an email. Please sign below and have your child return it to class, while keeping this letter in their binder.

Thanks again,

Mrs. Jessica Kissen

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Student’s Name

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Student Signature

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Parent Signature

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Date