

# 2021 Winterim Catalog



## Winterim Catalog

[Winterim Overview](#)

[Special Considerations & COVID Adjustments](#)

[MTech Option](#)

[Students Enrolled in SEATS Online](#)

[Travel](#)

[Winterfest](#)

[Winterim Policies and Guidelines](#)

[Academic Expectations](#)

[Attendance](#)

[Daily Schedule](#)

[Uniforms](#)

[Winterim Registration Procedure](#)

[2020-21 Winterim Offerings](#)

[Art of Glass](#)

[Citizen Science & Birding](#)

[Create the Superhero Within: Unleash Your Limitless Potential](#)

[Credit Recovery](#)

[Dungeons & Dragons & Boardgame Creation](#)

[Explorations in Engineering](#)

[Family Science & Service through the Classics: A Retreat](#)

[Film as Art](#)

[I Am Ironman: Triathlon Training](#)

[Independent Study](#)

[JaNoWriMo](#)

[Japanese Language & Culture](#)

[Landscape Architecture](#)

[Marketing: Building Your Personal Brand](#)

[Mock Trial Intensive](#)

[Olympics: Understanding its Impact and Developing the Grit of an Elite Athlete](#)

[Poetic Life](#)

[Project Runway: Ethics & Fashion](#)

[Sewing for Service](#)

[Teen CERT](#)

[Independent Study Application Protocol](#)

[Credit Recovery Policy & Protocol](#)

# Winterim Overview

Winterim is a distinctive program and feature of Karl G. Maeser Preparatory Academy. Winterim enhances student learning by providing an intensive, focused educational experience and is a great opportunity for students and teachers to explore together subjects that wouldn't fit into a normal school routine. Exploration, hands-on learning, in-depth study, and fun combine to give students a unique opportunity to explore new interests.

## Special Considerations & COVID Adjustments

### *MTech Option*

Students who are currently enrolled in MTech must complete an Independent Winterim Application. Their mentor will be their MTech instructor, and their Winterfest project needs to be connected with their course of study at MTech.

### *Students Enrolled in SEATS Online*

Because the state's SEATS program does not have Maeser's Winterim schedule set aside, students enrolled in SEATS will not be able to participate in traditional Winterim opportunities this year. They may, however, submit an Independent Winterim Application. Students should carefully consider their SEATS commitments and schedule availability. Students enrolled in SEATS who do not participate in Winterim this year will have the Winterim graduation requirement waived.

Students who choose to return to on-campus learning at Maeser for the second semester will participate in Winterim and should follow normal Winterim request procedures.

### *Travel*

This year, most Winterim options will have minimal travel. Teachers and Administration are constantly monitoring safety precautions and recommendations, and may make adjustments to planned travel and activities as necessary.

# Winterfest

Winterfest is an opportunity for students to showcase their learning to their fellow students, parents, and the broader community. At Winterfest students wear their full-dress uniform and present the final product of their learning to the community. For example, they may perform a short reading from the novel they've been writing, a demonstration of a new skill they've developed, or showing off something they created.

Winterfest is part of the Winterim experience, and so attendance is required. Parents and siblings are encouraged to attend.

## Winterim Policies and Guidelines

### *Academic Expectations*

Although the topics and approaches may be different, Winterim is still school, and the same academic expectations apply during Winterim as during the regular school year. Students should come prepared to participate and learn. Teachers, depending on the objectives of the particular Winterim offerings, may assign projects, papers, and homework. Students receive a letter grade for Winterim, just like any other class. Students and parents should not expect an "easy A" in Winterim, just because "it's only Winterim." Teachers will make the academic expectations clear to their students.

### *Attendance*

During Winterim, attendance is taken both during the morning and afternoon sessions. Because of the shortened school day and abbreviated Winterim term, attendance is crucial. Missing one day of Winterim is equal to missing an entire week of school during the regular term. Because of the intensely time-sensitive nature of learning during Winterim, it is extremely important that students who miss class communicate with their teacher to learn what they need to do in order to not fall behind. The normal attendance policy and procedure applies during Winterim.

### *Daily Schedule*

School during Winterim is from 9:00-2:00. Lunch is from 11:15-11:45. All Winterim offerings that are on-campus abide by the same schedule to minimize disruptions and

distractions. Individual Winterims doing special activities (e.g., traveling, field trips, etc.) may have slightly different schedules.

## *Uniforms*

Regular uniforms must be worn during Winterim. Full-dress uniforms should be worn on all field trips, except when wearing the full-dress uniform would be impractical (e.g., a hiking field trip). If students will be spending part of their day doing an activity that requires different clothes (e.g., karate or strenuous physical activity), then they should wear their Maeser uniform and change into more appropriate clothes only for the specified activity. The Maeser uniform policy will be enforced as normal during Winterim.

## Winterim Registration Procedure

- a. Important dates:
  - i. Independent Winterim Applications are due Sept. 16
  - ii. Seniors: Monday, Sept. 21st
  - iii. Juniors: Tuesday, Sept. 22nd
  - iv. Sophomores: Wednesday, Sept. 23rd
  - v. Freshman: Thursday, Sept. 24th
  - vi. Winterim Fees are due by Thursday, Oct. 1st
    1. Non-payment may result in your student being assigned to a different Winterim course
- b. Process
  - i. Students may begin Winterim registration on a published schedule in September each year.
    1. Seniors: Monday
    2. Juniors: Tuesday
    3. Sophomores: Wednesday
    4. Freshman: Thursday
    5. Open enrollment: Friday
  - ii. Students who submit an Independent Winterim Application should also request other Winterim options, in the event that their application is denied.
  - iii. In the event a student misses the priority registration dates, they may be placed on a waitlist.
  - iv. If there are more registrations than seats available, a lottery may be held to determine priority selection.

- c. If a student is not on track for graduation, the student will automatically be enrolled in Credit Recovery.
  - i. After Term 1 of the school year, if a student fails a course, then they will be moved to Credit Recovery and their spot will be given to the next student on the waitlist if applicable.
  - ii. If a senior fails a course Term 2, they will automatically be moved to Credit Recovery and their spot will be given to the next student on the waitlist if applicable.
  - iii. If taking outside courses for graduation, transcripts must be received by December 10th by the data manager and counselor in order to be enrolled in a Winterim and not automatically enrolled in Credit Recovery.
- d. If a student wishes to enroll in an Independent Study winterim, the student must follow the Independent Study Application Protocol for approval.

## 2020-21 Winterim Offerings



## *Art of Glass*

Teacher: Mrs. Fosse

Capacity: 21

Discover the creation processes and creative uses for glass. Learn how glass is being used in the fine arts for ceramics, sculpture, beads, glass blowing, mosaics and stained glass windows. The focus will primarily be on studying stained glass windows and mosaics; their rich history and how to make them. Students will create a few small stained glass projects, a blown glass flower, a mini mosaic, and a larger school mosaic under the direction of some local professional artists. They will also participate in teaching a stained glass window design lesson to an elementary classroom. Other planned field trips include visiting Holdman Studios at Thanksgiving point, UVU Library window, and the Orem Library window.

## *Citizen Science & Birding*

Teacher: Mr. Kreitzer

Capacity: 24

Birding, or watching birds for the purpose of enjoying, identifying, and listing them, is my passion. It is also an increasingly popular pastime for people worldwide. Beyond being an enjoyable pastime, however, birding generates records that can provide a wealth of data to the scientific community. In this Winterim, students will become both amateur birders and amateur citizen scientists. Students will learn how to collect data as they bird, and then they will submit this data to a nationally-recognized bird database where it can be used for scientific analysis of bird populations and distributions. Conditions-permitting, we will travel south to find birds in their wintering grounds of southern California and Arizona to better understand bird migration, distribution, and conservation.

## *Create the Superhero Within: Unleash Your Limitless Potential*

Teacher: Mr. Couch

Capacity: 20

Have you ever wished you could be a superhero? If so, what superhero would you be? Have you ever wondered if you could have the power of creating your future self to be anyone you wanted to be? Who would you be? What if I told you that this was all possible. You do have the power of creating a future you that is not confined to a certain mold or what others think you are. Everyone has superpowers within them, do you know what yours are? This class will help you discover the

superhero you truly are, unlock your superpowers, and help you create a super YOU that will change your future. You will be transformed into the person you are destined to be.

This class is not for the faint of heart, you will learn ancient techniques that have been taught for thousands of years. You will discover mysteries of the mind that were lost since the beginning of time. If you are excited to learn and discover how to tap into your mind, this is your class. Let the discovery begin!

### *Credit Recovery*

Teachers: Mrs. Peterson & Mr. McDaniel

Capacity: 50

Credit Recovery is a time allotted during Winterim to allow students, who are not on track for graduation because of failed classes or have excessive absences that result in No Grades (NGs), to remediate. Students in Credit Recovery may not work for original credit (e.g., credit ahead).

### *Dungeons & Dragons & Boardgame Creation*

Teachers: Mr. Dowdle & Mr. Harmon

Capacity: 30

The course studies the roots of roleplaying, with a sustained look at the history and tradition of mythological and fantastical stories within the Western tradition. Students will be exposed to multiple types of tabletop-roleplaying games (TTRPGs), including Dungeons and Dragons, and possibly Pathfinder, Masks, and FUNdamental RPG. Important design components (gamism, narrativism, and simulationism) will be considered as students combine in groups and design their own version of a TTRPG. Live-action roleplaying will be studied with a trip to Evermore in Pleasant Grove, as well as a field trip or two to visit boardgame designing meetings and companies (depending on availability).

### *Explorations in Engineering*

Teacher: Mrs. Hansen

Capacity: 24

Have you ever wondered how your iPhone works? How does a civil engineer design roads and buildings and why road construction takes so long? Why are soda cans that size and shape? Everything around us has been modeled, created or designed by an engineer. We will be exploring all types of engineering during this winterim. Engineering is a great career field that integrates math and science, but also has a wonderful creative side that is

fun and very satisfying. Students will go on local (Wasatch Front area) field trips to visit engineering firms and see what they do. We also plan to visit Provo Canyon with the civil engineer that designed the road and tunnels through the canyon. We will also be doing simple engineering designs and building things in class. Come explore with us! See all the careers in engineering!

### *Family Science & Service through the Classics: A Retreat*

Teacher: Mrs. Cannon & Ms. Moser

Capacity: 20

This Winterim is designed to study and practice principles of family science such as how to create healthy marriages, effective principled parenting, home economy and management, and the role of individuals in families. We will spend part of the time away from school in a retreat setting, where we will read deeply and discuss these principles in the classics, and practice elements of home management such as cooking, shopping, budgeting, relationships, basic care of home, organization, and distribution of roles and responsibilities.

Through reading deeply and discussing the classics, we will look at ideals and discuss obstacles modern families face in meeting these ideals. For the remaining time, we will serve families in need in our community and explore ways governments, organizations, and individuals can support those who are struggling to create an effective fundamental unit.

Students will be expected to read and annotate *The Good Earth* and reread *Little Britches* before Winterim begins and will also be expected to read, annotate, and be prepared to discuss excerpts from several other classics. Students enrolled in this Winterim must be approved by the teacher, since we will be practicing principles of family life in a retreat setting. Students will be assessed on their preparation for discussions, and analysis and synthesis of the readings, as measured by journaling, annotations, and participation. Assessments will also be based on participation in activities and service opportunities.

### *Film as Art*

Teacher: Ms. Erin Smith

Capacity: 20

Do you like movies? What do you know about them? What about the history of film? What makes a good one? Understanding where we came from, helps us understand better where we are. Film can tell that story in a unique way. This year we aren't able to offer Film as Art as a class, so for Winterim, come watch classic films that created a new art form. We will

analyze films for certain elements of storytelling, good writing, artistic filming and other techniques, good performances, the importance of music in film storytelling, the arc of storytelling and learn about different careers besides acting that are available in movie making.

### *I Am Ironman: Triathlon Training*

Teacher: Coach Kemper

Capacity: 28

In the Triathlon Training Winterim you will challenge your perceived physical limits and push past them. You will learn to push through discomfort to realize your capacity for excellence. You will learn how to train your body to be stronger, faster, last longer, and more well-rounded in your fitness. Running develops your long, lean muscles while cycling builds strength in your lower body and swimming shapes your upper body. You will learn about nutrition and how to fuel your body properly. You'll also learn how to take care of your body before and after a workout, when rest is necessary, when you should stop, and when you can keep going. These qualities will put you in a position of personal power over your life.

### *Independent Study*

Teacher: Mr. Harmor

Capacity: 25

An approved application is required to participate in Independent Study. See the "Independent Study Application Protocol" (below) for details. Independent Winterim Applications are due Sept. 16. Even if they submit an Independent Winterim Application, they should still submit their winterim requests online, just in case.

### *JaNoWriMo*

Teacher: Mrs. Frampton

Capacity: 25

This Winterim promotes writing fluency, creative education, and the sheer joy of novel-writing. It is designed for students interested in cultivating craft, mastering storytelling principles, and producing a large volume of prose.

Students can expect this Winterim to provide the structure, community and encouragement to achieve their writing goals. Additionally, they can expect to spend a considerable amount of time writing outside of class, as well as immersed in both reading and analyzing good writing. Guest speakers, masterclasses, critique groups and daily writing time will enable students to outline and plot, as well as to practice creating characters, setting, conflict, and voice.

This will be an intensive, classroom-based, rigorous writing Winterim. Students will be assessed on their commitment, focus, participation and determination.

### *Japanese Language & Culture*

Teacher: Mr. Watabe

Capacity: 30

Japan is one of the most advanced countries in the world mingled with rich traditions and unique culture of old. Students will be given the opportunity to learn the language, culture, history, and technology to increase knowledge and understanding of Japan and Japanese people. Though not specifically determined, the class will be involved in the service project to help victims of any recent calamity.

### *Landscape Architecture*

Teachers: Ms. Fuhriman & Mrs. Houghton

Capacity: 28

Come learn about the thought and design behind Mr. Darcy's elegant gardens, the delicate Japanese tea gardens, lush Mexican patios, and other gardens from around the world! Cities are filled with planned green spaces and behind every one of those is a designer who considered climate, colors, shapes, designs from around the world, and more to beautify our cities and homes. In this Winterim, we will learn about a variety of landscape designs from around the world, practice planning and drafting gardens, visit a couple of greenhouses and local gardens, collaborate to create a small garden for Maeser that represents a variety of world cultures and that has appropriate plants for our Utah climate, paint/create some tiles and pots that represent ceramic work from around the world to add some glitz to our Maeser garden, and when spring hits we will reconvene to plant a low-maintenance but beautiful garden for Maeser.

### *Marketing: Building Your Personal Brand*

Teacher: Mrs. MacDuff

Capacity: 24

The difference between "Who are you?" and "Thank you for being here" in your career.

As a participant in this Winterim, you will identify and explore the various digital mediums and software programs available to create your "Personal Brand." You will create a digital portfolio highlighting your skills, attributes and leadership strengths. Personal marketing material including a resume, reference letters, a personal business card, a brochure, and a 1

minute infomercial will be produced during this Winterim experience. You will be encouraged to dig deep and not only own your personal strengths, but your weaknesses, too. You will establish a plan of action (goals) to turn those identified weaknesses into what will become your greatest strengths- with practice, patience and perseverance. This Winterim is an investment in your future. You will have fun, but will work hard.

### *Mock Trial Intensive*

Teacher: Mr. Geary

Capacity: 20

If you have ever wanted to be an attorney, a judge, or even a member of a jury, this is the Winterim for you! Each year the State Bar Association creates a new case, civil or criminal, all ready for trial. Schools throughout Utah then prepare for state-wide competition in presenting this case to volunteer judges and attorneys. Teams are scored on how well they are able to present their arguments either as counsel for the defense or for the complainant/prosecution. This Winterim will be a deep dive into the facts of the case with many opportunities for you to act as an attorney, a witness, a defendant or a court bailiff/clerk. Debate skills are useful, but what is really needed is an ability to clearly identify the facts of the case, organize an effective way to present those facts to the judge, and then to put that plan into action as a team. We will have the assistance of real attorneys to help us prepare our case. If the Covid situation allows, we will field a Mock Trial Team to participate in the state competition beginning in February. Let the trial begin!!

### *Olympics: Understanding its Impact and Developing the Grit of an Elite Athlete*

Teachers: Mrs. Steinhorst & Mr. Gilbert

Capacity: 30

In this Winterim, you will learn what it takes to be an Olympian by participating in sports, studying grit, and learning good goal setting habits. You will have the opportunity to meet olympians, research athletes and events, and visit Olympic venues. We will also learn about the impact of the Olympics on individuals, communities, and nations.

### *Poetic Life*

Teacher: Mrs. Martinez

Capacity: 24

“Poetry is the only history we have of the human heart.” --Billy Collins

*The Poetic Life* is a study of poetry: words of the masters, poetry recitation, and writing poetry. We will apply poetry's beauty and inspiration to living a poetic life—a life in balance.

In addition, the winterim will focus on preparation for *Poetry Out Loud*, a national competition. Each student will memorize two to three poems and begin the competition before a panel of judges during Winterfest. The winner will go on to region, then state, and possibly to the national competition, where the first place winner receives \$20,000; second place \$10,000 and third place \$5000. Fourth through twelfth receive \$1000. Winners at the state level receive \$200 plus an all expense paid trip with an adult chaperone (parent) to Washington DC for the national competition.

We will also read *The Great Work of Your Life* by Stephen Cope, practice yoga and meditation, walk, snow shoe, and if possible join an evening of meditation at Lower Lights. We will focus on a balanced life through physical activity, nutrition, mental and emotional well being. Our guest speakers will include Utah poet Laureate Paisley Rekdal, and Elise Lee, a woman who lost her vision and persists in the poetic life.

### *Project Runway: Ethics & Fashion*

Teachers: Ms. Gerber & Ms. Wagner

Capacity: 25

What is the difference between a \$10 pair of jeans at Walmart and a \$700 designer pair? When thinking of fashion it's easy to focus on an image of edgy designers prepping half-starved women for a posh New York Runway, but that is just a small portion of this multi-trillion dollar industry. We'll explore several facets of the fashion industry including agricultural struggles, sweatshops and unethical manufacturing, the design process, and the skill to actually create a garment. As part of this Winterim you will design and construct a garment of your own. You'll explore ethical dilemmas of every-day clothes. We'll also look at career options available beyond that of high-end designers.

### *Sewing for Service*

Teacher: Mrs. Plott

Capacity: 20

During this Winterim, students will learn basic sewing skills, including how to use a sewing machine and a serger. We will make a variety of homemade crafts, including blankets, pillowcases, bags, stuffed animals, dolls, aprons, and other similar projects. Many of the items that we make will be donated to charities (including Operation Smile, Conkerr Cancer, Dolls of Hope International, and Lifting Hands International). For Winterfest, we will have a craft fair, selling our remaining items in order to raise money for the school auditorium.

## *Teen CERT*

Teacher: Ms. Call

Capacity: 24

The Teen CERT (Community Emergency Response Team) program educates students about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills. Using the “Scientific Method” to solve problems and using hands-on training, Teen CERT members are prepared to help themselves, their families and their school during a major disaster when professional responders are delayed or not readily available. Teen CERT empowers students with decision-making and problem solving skills and strategies to help them make informed decisions regarding prevention-mitigation, preparedness, response and recovery strategies to reduce loss of life & property. Students learn the significance of working as a team to improve safety and increase their effectiveness when responding to disasters.

The CERT Winterim will teach you about emergency preparedness for hazards and disasters that you may experience during your lifetime. You will learn skills including fire safety, light search and rescue, and disaster medical operations. In addition to the lifelong skills you learn you will also have leadership opportunities that will boost your confidence and instill the courage you need to respond during emergencies whether they are at school, in the community or at home.



# Independent Study Application Protocol

Winterim is a distinctive program and feature of Karl G. Maeser Preparatory Academy (Maeser). Winterim enhances student learning by providing an intensive, focused educational experience. Independent Winterim offerings allow students to direct their own learning as they explore their own academic and/or career interests. All Winterim offerings, including the Independent Winterim option, must meet at least TWO of the following objectives:

1. Academically rigorous/expands students' academic knowledge
2. Serves as a humanitarian service opportunity
3. Provides extra-curricular opportunities that make a relevant application to classroom theory and life experiences (college/career)

## Independent Winterim Application

Each Independent Winterim applicant must submit an application for approval, and approved applicants must create an Independent Winterim Portfolio as part of their Independent Winterim assessment and evaluation. Applicants must submit their application by the publicized deadline. Applications can be turned in directly to the front office or emailed to Mr. Simmons (dustin.simmons@maeserprep.org).. Independent Winterim Applications are due Sept. 16.

*Applications will be reviewed, scored, and ranked according to the attached rubrics by the Winterim Committee. All approved applications must meet the minimum requirements as established by the Winterim Committee and approved by the Board. If there are more applications than spots available, the highest ranking applications will be approved. The maximum number of Independent Winterims will be determined by the Winterim Committee and approved by the Board. Applications may not be resubmitted and will not be reconsidered.*

## Independent Winterim Application Steps:

1. Identify topics of learning for your Independent Study.
2. Read at least one book or scholarly article and/or watch a documentary to help develop your research question/thesis.
  - a. Write and submit a one-page synopsis of the book, article, or documentary you chose and how it relates to your proposed Independent Study experience.
3. Develop and present to the IS Approval Committee a one-page **prospectus** (Addendum A) that identifies a **research question/thesis statement**,

effectively capturing what you are seeking to learn from this independent experience.

- i. For humanitarian experiences, consider the following:
  1. Problems that are being or need to be addressed
  2. Causes of the stated problems
  3. Your suggested solutions and contributions to the alleviation of the stated problems
4. Develop and submit an **annotated bibliography** (Addendum B) with at least 3-5 sources you will be using to research your topic.
5. Develop and submit a **detailed schedule** outlining your Winterim proposal activities (see Addendum C). **Please note:** Travel can be part of your research, but it is not the core of your experience and research, and cannot be part of your annotated bibliography.
  - ii. Do not include travel time as part of your 60 hours.
  - iii. Hours spent in direct research and writing of topic should be included.

\*\*\*Also note that family vacations do not qualify for Independent Winterim proposals. Additionally, Independent Winterim proposals that are similar to traditional Winterim offerings will not be approved.

### **Independent Winterim Portfolio**

The Independent Winterim Portfolio, which will be submitted at the conclusion of your Winterim, must include the following:

1. Independent Winterim Application
2. Research Background Paper
3. Reflection Paper
4. Documentation
5. Winterfest Project

### **Descriptions of the Winterim Portfolio Components:**

1. Independent Winterim Application
  - a. Include your complete approved application
2. Research Background Paper
  - a. In order to better understand your topic, research, write, and submit a 3-5 page paper that includes the following:
    - i. History of the topic
    - ii. Important figures or works connected to the topic
    - iii. Current value or importance of the topic
    - iv. How your Winterim will connect to the topic

b. You are highly encouraged to complete your research background paper *before* engaging in your project or any travel. Use this paper and the research you do to determine the direction your project will take.

3. Reflection Paper

- a. After you have completed your Winterim, write a 2-4 page paper reflecting on your experience, considering the following:
  - v. How did your Winterim experience answer your research question?
  - vi. Did your Winterim experience turn out the way you thought it would? If it was different, what changed and how did that affect your experience?
  - vii. How did your Winterim experience connect to the topic you initially chose?
  - viii. Reflect on your personal growth, development, and opportunities.

4. Documentation

- a. Include your Mentor sign-off sheet (including hours)

5. Winterfest Project/Presentation

Your project and presentation are the culminating components in your Independent Winterim experience.

- a. Design and complete a project consisting of practical application or experience that thoroughly explores your topic and your research question. You will most likely gain new insights and understanding as you complete your project.
- b. Present your project at Winterfest. Your project and presentation should reflect the amount of time, depth of research, and breadth of knowledge you acquired through the design and completion of your project.

### Independent Winterim Application Scoring Rubric

Category	Expectation	Points (out of 10)
Topics	Topics of learning are clearly stated and represent areas of interest that can be deeply researched and developed.	
Book/Article/Documentary	Paper clearly states how the book, article, or documentary relates to the proposed topics of learning.	
Prospectus, including research question/thesis (see Addendum A)	Prospectus includes the topic of research, the research question, and the thesis, while clearly outlining the roadmap to be used to answer the question and address the thesis. It also includes a preliminary works cited page.	
Annotated bibliography (see Addendum B)	Annotated bibliography includes the three requisite paragraphs: a) a summary, b) an evaluation of the text, and c) a reflection on the text's applicability to the research you will undertake. It adheres to the required format.	
Detailed schedule (see Addendum C):	Schedule includes detailed outline of days with proposed research, activities, and travel, if any. Total number of hours spent should be 60+, not including travel.	
		Total Points:

## Independent Winterim Portfolio Rubric

Category	Expectation	Points (out of 20)
Application	Complete approved application is included.	
Research Background Paper	Your Research Paper of 3-5 pages is included. It delineates the following as they relate to your topic: <ul style="list-style-type: none"> <li>a) history</li> <li>b) important figures or works</li> <li>c) current value or importance</li> <li>d) ways in which your Winterim connects</li> </ul>	
Reflection Paper	Your Reflection Paper of 2-4 pages is included. It adequately addresses the following: <ul style="list-style-type: none"> <li>a) How did your Winterim experience answer your research question?</li> <li>b) Did your Winterim experience turn out the way you thought it would? If different, what changed and how did that affect your experience?</li> <li>c) How did your Winterim experience connect to the topic you initially chose?</li> <li>d) Reflect on your personal growth, development, and opportunities.</li> </ul>	
Documentation	Documentation, including your Mentor sign-off sheet, is included.	
Winterfest Presentation	Your presentation at Winterfest is an accurate portrayal of the amount of time, depth of research, and breadth of knowledge you acquired through the design and completion of your project.	
		Total Score:

## **Addendum A**

### **Winterim Prospectus**

#### **What is a Prospectus?**

In 500-750 words, describe the various elements of the project you are undertaking. A prospectus is part of your application to receive support from the Independent Study Winterim Approval Committee to enroll in an Independent Winterim. In writing an academic prospectus, summarize not only the topic of your final research paper, but also state your working thesis, what the arguments are, and how you will go about proving your argument.

#### **Prospectus should include the following:**

- **Topic:** The topic is the general area you want to explore and write about like “The Electoral College,” “Genocide in Cambodia,” etc.
- **Question:** Topics are not questions. Ask a question within your topic area. When you find a question, or a few possible questions that truly interest you, analyze them for vagueness, narrowness, or clarity. If your question can be answered with a yes/no, then reword it. Questions should be clear and produce a complex answer.
- **Working Thesis:** The working thesis should attempt to answer your question based on your preliminary research that you have started to analyze and synthesize. At least three good sources are necessary to develop a good working thesis. Look for sources that attempt to answer your question.
- **Roadmap:** How are you going to answer your question? Outline how you are going to use your time in research and project development.
- **Works Cited:** The prospectus needs to have a preliminary works cited page on which you will build your continuing research. These are scholarly, primary resources, not Wikipedia. MLA format is required (see Addendum D).

#### **Audience:**

Your prospectus, research paper, and project will be for an academic audience. Use the appropriate language and writing standards (see Addendum D).

## Addendum B

### Maeser Annotated Bibliography

#### Description and Sample

An annotated bibliography is a collection of sources studied and a brief summary, assessment, evaluation, and reflection for the source's possible use for the project at hand. The annotations you include in your bibliography should reflect your research question and proposed thesis statement in addition to the guidelines of your assignment.

The purpose of your annotated bibliography will be to provide preliminary study and analysis of sources intended to prepare you for your winterim experience. Follow the structure and format found below. Include three paragraphs: a summary, an evaluation of the text, and a reflection on its applicability to the research at hand, respectively.

Please keep in mind that all text, including the write-up beneath the citation, must be indented so that the author's last name is the only text that is flush left.

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Lamott, Anne. *Bird by Bird: Some Instructions on Writing and Life*. Anchor Books, 1995.

Lamott's book offers honest advice on the nature of a writing life, complete with its insecurities and failures. Taking a humorous approach to the realities of being a writer, the chapters in Lamott's book are wry and anecdotal and offer advice on everything from plot development to jealousy, from perfectionism to struggling with one's own internal critic.

In the process, Lamott includes writing exercises designed to be both productive and fun. Lamott offers sane advice for those struggling with the anxieties of writing, but her main project seems to be offering the reader a reality check regarding writing, publishing, and struggling with one's own imperfect humanity in the process. Rather than a practical handbook to producing and/or publishing, this text is indispensable because of its honest perspective, its down-to-earth humor, and its encouraging approach.

Chapters in this text could easily be included in the curriculum for a writing class. Several of the chapters in Part 1 address the writing process and would serve to generate discussion on students' own drafting and revising processes. Some of the writing exercises would also be appropriate for generating classroom writing exercises. Students should find Lamott's style both engaging and enjoyable.

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Purdue Writing Lab. "Annotated Bibliography Samples // Purdue Writing Lab." *Purdue Writing Lab*, owl.purdue.edu/owl/general\_writing/common\_writing\_assignments/annotated\_bibliographies/annotated\_bibliography\_samples.html

## Addendum C

### Sample Outline for Winterim Schedule

Day 1: 9-11 am Orem Library working on Annotated bibliography 12 pm - 3 pm Prospectus review and annotated bibliography research	Day 2: 9-11:30 am Reading and research on topic 12 pm - 2 pm Research at BYU library on topic	Day 3: 10 am -12 pm Interview content expert at BYU 1 -3 pm Research at UVU library on topic	Day 4: Travel day	Day 5: 8 -11 am Museum tour on topic 12-1 pm
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## Addendum D

### Karl G. Maeser Preparatory Academy Writing Style Guide

Paper format – unless otherwise specified, papers should be written in MLA format

- Papers should be typed on a computer and/or printed out on standard, white 8.5 x 11-inch paper per teacher’s instructions.
- Double-space the text of your paper.
- Use a clear font in a standard size
  - Times New Roman, 12 pt. Font
  - Arial and other natively online (blogs)
- Standard 1-inch margins on all sides.
- Indent the first line of paragraphs one half-inch from the left margin. MLA recommends that you use the Tab key as opposed to pushing the Space Bar five times.
- No title page unless specifically requested by the teacher.
- Double-space the entire paper (using the Line Spacing feature of the word processor, rather than pressing enter twice).
- In the upper left-hand corner of the first page, list name, teacher's name, the class, and the date.
  - This should be double-spaced automatically, because the paper ought to be formatted as double-spaced throughout.
- Center the title. Do not underline, italicize, or place title in quotation marks.
- When citing sources, use MLA in-text citations. Author’s last name and page number should be in the body of the text or in parentheses following the text.
  - Examples:
    - Wright calls this a “rich image” in the novel (12).
    - This is called a “rich image” in the novel (Wright 12).
    - In-Text Citations (6.1-3): Provide author’s last name and page number (either in the body of the text or in the parenthetical citation).
- If the teacher so directs, papers should include a correctly-formatted Works Cited page in MLA style which includes the sources cited in the paper.
- Papers should be written in third-person, formal tone, unless otherwise specified by the teacher.
- Use standard spelling, punctuation, capitalization and grammar.

***Note: Teachers reserve the right to refuse to grade papers until they follow the above specifications.***

*Sources:*

Gibaldi, Joseph. *MLA Style Manual and Guide to Scholarly Publishing*. 3<sup>rd</sup> ed. New York: Modern Language Association of America, 2008. Print.

*OWL*. Purdue U Writing Lab, 2010. Web. 20 Jul 2015.

*MLA Formatting*. BYU Writing Center, 2015, Web. 20 Jul 2015.

## Credit Recovery Policy & Protocol

1. Winterim Credit Recovery Policy & Procedure
  - a. Purpose: Credit Recovery is a time allotted during Winterim to allow students, who are not on track for graduation because of failed classes or have excessive absences that result in No Grades (NGs), to remediate.
  - b. Procedure:
    - i. Student service team (SST) will review Term 1 final grade report each fall.
      1. Students who failed any courses Term 1 will be recommended for Winterim Credit Recovery (CR).
      2. Students with NGs that are not made up in attendance school before the published term 1 deadline will also be placed in CR.
    - ii. Counselors will meet with students for their College/Career Readiness meeting (CCR) during the school year to evaluate graduation progress.
      1. If a student is not on track for graduation, they will automatically be placed in Winterim Credit Recovery.
    - iii. Winterim Credit Recovery is a winterim option and has a related fee. Please see Winterim catalog for fee schedule.
      1. Students are responsible for any and all costs associated with making up classes.
      2. Student should meet with the counselor to determine best source for remediation
        - a. Maeser packet (if available and by term only)
        - b. BYU-IS (semester credit)
        - c. Northridge learning Center (term credits, student responsibility to purchase)
    - iv. Internet access will be available to Credit Recovery Winterim students.
    - v. Students are expected to be on campus daily from 9-2 pm during Winterim.
      1. Classroom space, computers, and a proctor for tests/quizzes are all provided.
      2. Regular uniforms are required

- vi. Because of Winterim’s shortened time frame, absences can have a significant impact on student success. The “Winterim” portion of the Attendance Policy applies.
- vii. If a senior fails a course Term 2 of their senior year and were previously enrolled in a different Winterim (including Independent Study and/or a travel option), they will be dropped from their Winterim and placed in Credit Recovery in order to get on track for graduation.
  - 1. Once a student has been moved to Credit Recovery, their spot in their original Winterim selection may be given to another student. Thus, if a student gets back on track for graduation before the published deadline, they may not be able to return to their initial Winterim selection.
- viii. Winterim is a Maeser graduation requirement and therefore earns a grade. Students who receive an F grade or NG may be ineligible for sports and other extra-curriculars (see the Academic Eligibility Policy).

c. Credit Recovery Grading Scale and Rubric

<b>Grade Scale</b>	<b>Percentage</b>	<b>Requirements</b>
A	90-100%	All coursework is remediated and student is back on track for graduation. No NGs.
B	80-89%	<p>Student had opportunity to remediate all credits during Winterim, but is still missing .25-1.0 credits toward graduation.</p> <p>Student completed at least 1.0 credit of work during CR and has made up all NGs.</p>
C	67-79%	<p>Student had opportunity to remediate all credits during Winterim, but is still missing 1.25-3 credits toward graduation.</p> <p>Student completed at least 0.5 credits during Credit Recovery and made up all NGs.</p>

F	<66%	Student had opportunity to remediate all credits during Winterim, but student did not complete any remediation that resulted in course completion. Student is still not on track for graduation. Mandatory summer school will be recommended.
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Updated February 12, 2019