

# - Yearbook -

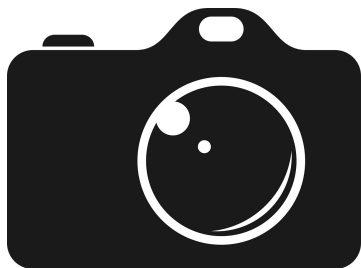
HELENA HIGH SCHOOL: 2022-2023



## - Course - DESCRIPTION

Yearbook incorporates many different skills - photography, writing, communication, publication design, etc. We work together to create a finished product for the entire school to enjoy. Staff members must be responsible and meet assignment deadlines. Unlike most classes, if you don't do an assignment, that means someone else will have to do it. Although working on a deadline can be stressful, it also brings an energy to the class that unites us in a common goal.

Taking yearbook means committing time outside of the school day, especially to attend school events. Members of the staff are required to take pictures at events outside of school (sports, theater, club meetings, dances, etc.). Staff members are also required to regularly communicate with students and staff in person and via technology.



## CLASSROOM & BENGAL EXPECTATIONS

### - Be Respectful -

- Be open to the ideas and opinions expressed by your peers. If you disagree with someone, remember to challenge the idea, not the person.
- **No phone use without teacher permission.** Keep phones and other electronic devices in your backpack.
- Take care of school-provided materials - laptop, cameras and camera equipment, etc.

### - Be Responsible -

- Come prepared and ready to work. This means having your materials ready, assignments completed, and being seated when the bell rings.
- Ask for assistance when you need it!
- Absences: Contact me via TEAMS Chat to ask about missed work.

### - Be Involved -

- Set personal goals for your learning. Where do you want to improve?
- Be curious about what you're learning - ask questions and do independent research.
- Be an active member of class discussions.

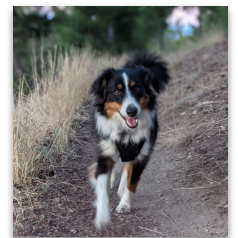
## About the Teacher

Hi! My name is Megan Walsh. This is my 7th year teaching at Helena High. I enjoy a good debate and thinking about questions that have no "right" answer. My personal goals for this school year are to give more positive feedback, to focus on quality over quantity, and to build relationships with all of you. Like most English teachers, I love reading! I also like traveling (I'm an adviser for Travel Club), listening to literature podcasts, making unnecessary lists, and playing with my dog, Muldoon.



My Reading Recommendations:  
*Kindred* by Octavia E. Butler &  
*The Codex Alera series* by Jim Butcher

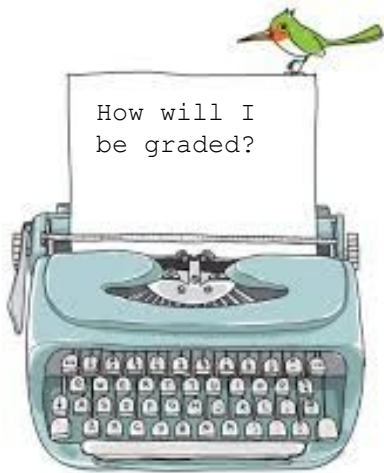
Muldoon's Reading Recommendation:  
*The Call of the Wild* by Jack London



## CONTACT ME

*Ms. Walsh*

The best way to reach me is through TEAMS Chat.



## Assignment Policy

**Homework:** You will be expected to meet your assignment deadlines. This may require you to complete tasks outside of class.

**Absences:** Contact me via TEAMS chat if absences will impact your ability to complete an assignment or meet a deadline. We are a team and will do our best to support you.

All assignments will fall into one of three categories and are weighted accordingly:

Practice (10%)  
Photography assignments (35%)  
Book work (55%)

### *Practice:*

New skills, standards, and content that students are learning for the first time. The intention is to practice to gain proficiency.

### *Photography Assignments:*

Attending school events outside of the school day and taking pictures to be used in the yearbook. This includes sporting events, music concerts, theater productions, school dances, etc.

### *Book work:*

Selecting high quality pictures for spreads, writing high quality captions for images, writing copy for a spread, and designing spreads that follow design rules.



**Incomplete and late assignments:** If you do not complete an assignment or do not meet a deadline, your grade for that assignment will be significantly docked. **There is no guarantee that you will be able to make this assignment up** because I or another team member may need to complete the task to meet deadline..



Producing the yearbook is a cooperative group effort requiring hard work, dedication, and a positive attitude. Work outside of class time will be required. Below are some of the procedures and requirements of this class.

Yearbook needs to be a priority. This means that if a conflict arises, you must try to schedule around Yearbook commitments.

If you are scheduled to cover an event, failure to do so will affect your grade.

Students are responsible for meeting individual and group deadlines. Failure to do so will affect your grade.

**All Vigilante work is confidential. Do not share layouts, themes, etc.**

When a student checks out Vigilante property (cameras, SD cards, USB drives, etc.), they are responsible for returning it in the same condition. Students will be fined for lost or damaged equipment.

Do not leave equipment in your car – it can be negatively affected by hot and cold temperature, and it could be stolen.

When outside the classroom on Vigilante business, conduct yourself in a responsible manner in accordance with school and Vigilante policies.

## *Student*

Read and review the syllabus with your parents/guardians.

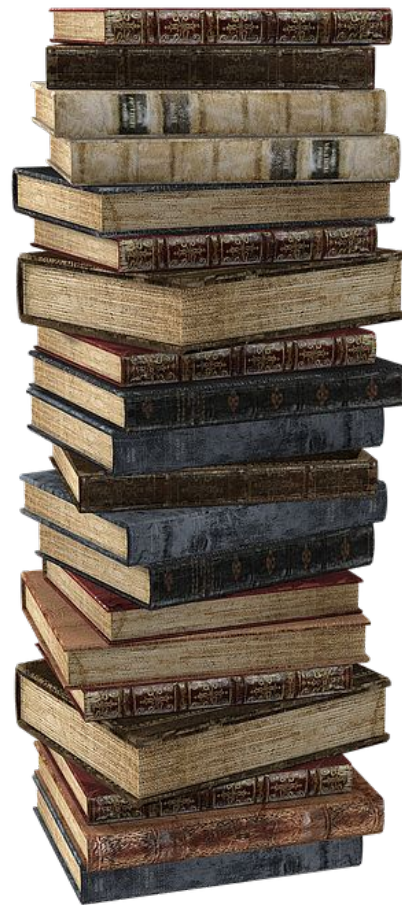
You will need to sign the acknowledgment below. Please have your parents/guardians also complete and sign below. This needs to be returned to me by **Tuesday, September 6.**

By signing below you are acknowledging the following:

- I have read the syllabus and staff contract and understand the course requirements - including attending school events outside of the school day and communicating with staff and students in person and via technology.
- I understand the expectations of our school (including the phone policy).
- I understand my responsibility to meet deadlines.
- I understand the grading policy.
- I will communicate with Ms. Walsh if I am struggling with the expectations, course load, or concepts taught.

Student Printed Name \_\_\_\_\_

Student Signature \_\_\_\_\_



## *Parent/Guardian*

After reading and discussing the course information and syllabus for Yearbook with your student, please initial where indicated then sign below. If you have concerns, please contact me at [mwalsh@helenaschools.org](mailto:mwalsh@helenaschools.org) or (406) 324-2310.

I understand my student will need to attend school events outside of the school day \_\_\_\_\_ **(initial)**.

Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Please list preferred email address(es): \_\_\_\_\_

Please list preferred phone number(s): \_\_\_\_\_