

MEDIA CLUB 2011-2012

Dear Parent/Guardian:

Your middle school student has a unique opportunity to participate in an after school ART ENRICHMENT program. MEDIA CLUB will meet one or two times per week, before or after school. Class time is from 4:00-5:00 after school, or 8:15-9:00 before school. Students will need to plan for their own transportation after class. Students must be picked up by 5:00. Meeting dates will be determined by students' schedules and availability.

MEDIA CLUB is open to students in grades 6-8, and will focus on learning and using basic writing, producing, filming and broadcasting techniques for the weekly school news show. Students may sign up and return the bottom portion of this letter to Mrs. Annie Camp.

If you have any questions or concerns, please contact me through e-mail at raeann.camp@minnetonka.k12.mn.us or call 401-5237.

Annie Camp

Informational Meetings:

Tuesday September 20, 4:00 to 4:30 PM in Room 105

Thursday September 22, 8:30 to 9 AM in Room 105

I give permission for my child to take part in Media Club

CHILD'S NAME _____ GRADE _____

PARENT SIGNATURE _____

Please return this bottom portion to Mrs. Annie Camp in room 105.

Media Club

Important Information

- There is NO FEE associated with this club
- You must attend ONE meeting per week, minimum (you are encouraged to attend both)
- You must allow for additional time devoted to filming and possibly, editing
- Roles and weekly assignments will be tracked on a master calendar – please check regularly

Dates and times of meetings will be announced after our informational meeting in order to best serve all students and parents/guardians time commitments.

- ✓ It is very important that you arrange rides to/from meetings, and that you are PUNCTUAL
- ✓ Parents also need to pick up students on time, as teachers have other commitments and cannot supervise students beyond meeting times.

In order to participate, you must have the following on file (see form):

- Release of responsibility
- Parent information + signature
- Student information + signature

The above materials are **DUE FRIDAY** September 30 – to Annie Camp’s mailbox in the main office or Room 105.

ROLES and other “jobs”:

Anchor
Reporter
Writer
Videographer
Cue Cards
Props
Music

(Plan to try out several of these roles.)

Email with Questions:

raeann.camp@minnetonka.k12.mn.us

I look forward to working with you!



Media Club

Student and Parent Information

Student Name: _____

Grade: _____ Birthday: _____ Email: _____

Period	Class	Teacher	Room #
1			
2			
3			
4			
5			
6			
7			

Camera Check-Out

- In the case of damaged or missing equipment, the student will assume the cost of replacement or repair (equipment can include camera, SD card, battery charger, USB cord and case).
- The camera should not be exposed to damaging elements (rain, wind, sand, dust etc.)
- The camera must be used for News Show-related events only.

The student named above **DOES** **DOES NOT** have permission to check out cameras and other related equipment. *(circle one)*

I understand I am the responsible party for checked-out equipment and will assume liability for any loss or damage.

I have read the "Important Information" sheet and commit to the time and expectations for being a member of the AV Club.

Student Name _____ Signature _____

Parent Name _____ Signature _____

Phone Number: _____ Alternate Phone: _____