

Contract for the Yearbook Staff

In order to pass the class called **YEARBOOK**, the staff member agrees to do the following:

1. Be on time to yearbook class every day. No unexcused tardies.
2. Be constant in attendance. No unexcused absences.
3. Refrain from action which will result in suspension from any class.
4. Maintain a C average in each class he/she is enrolled in.
5. Participate in **ALL** yearbook sponsored activities (ad sales, yearbook sales, fund raising events, etc.)
6. Complete, to the adviser's specifications, all assignments.
7. Behave in an adult constructive manner during class and any yearbook activity.
8. Refrain from misuse of staff privileges.
9. Complete the following pages (others will be added in the future), **ON-TIME**. Working on a page includes drawing the layout, seeing that the pictures are taken, writing the copy and the captions, going to the events covered on the pages and conducting any interviews necessary to gather information for **COMPLETING THE DEADLINE!**

Assigned pages for first deadline: _____

Failure to do any of the above items, or failure to meet any deadline (which would cause problems with the delivery of the yearbook) will result in failure of the yearbook course and removal from the yearbook class at the next semester break.

Meeting the above expectations at their minimum requirements will result in a satisfactory **grade of C**.

Doing all assigned work, meeting all deadlines and doing outstanding work in all areas will result in above satisfactory **grade of B**.

Doing all assigned work, meeting all deadlines, doing outstanding work in all areas and assisting others in their yearbook work will result in a exceeded expectations **grade of A**.

Student name (please print) _____

Student signature _____

Parent signature _____

Parent phone _____

Best time to reach you _____

Adviser signature _____

Date _____