

The Handbook Agreement

Print Name: _____ Class time: _____

If the **student** requests reminders about assignment due-dates, please Legibly and clearly print the student's e-mail address here:

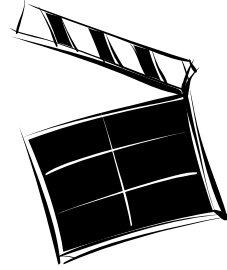
If the **parent/guardian** requests reminders about assignment due-dates, or wishes to receive e-mail notification of a low grade, please legibly print the parent/guardian e-mail address they should be sent to here:

My signature below indicates that I have received a copy of the above Mission Valley Policies and Procedures / Digital Video Arts handbook and understand my responsibilities. **The student agrees to abide by all rules and procedures.** Consequences for not complying may result in being placed on contract, or will being removed from the class. Equipment checkout is a privilege and we understand it may be revoked should the rules of the class not be followed.

Student Signature

Parent Signature

Date



MVROP EQUIPMENT CHECKOUT LIABILITY FORM

Terms & Conditions

Digital Video Arts students and their parents/guardians are liable for the loss, and/or damage of video equipment, when they have checked it out for classroom, campus or for off campus use. Most of the equipment was purchased new within the past year and it is in excellent condition. Depending on what the students check-out for their project, the cost of the equipment is estimated to be between \$1,000 - \$3,500. The cost of additional equipment used in the classroom ranges from \$2,500 - \$11,000. All HD cameras are new since January 2009. Quality SD cameras are also available.

Equipment Check-Out: Terms and Conditions

1. Students must use school equipment for approved class projects only.
2. Students must use the equipment with responsibility, care, and professionalism.
3. Students must return equipment on time, on check-in date or check-out privileges will be revoked. If a student will be absent for any reason on the date equipment is due, arrangements must be made for the equipment to be dropped off at MVROP. At the very least, call. (510) 657-1865 ex 15201
4. Students are responsible for returning equipment in the same conditions it was checked-out, and note any issues the camera may be having. (many can be fixed easily)
5. Students, parents/guardians will pay for replacement of equipment lost or damaged by their student.

In order for students to check-out video equipment, students, parents/guardians must accept the terms and conditions. This contract may be applied to students seeking use of video equipment for school projects, but enrolled in another class. Please check the appropriate line, sign and return. If no check is made, the overnight category will be assumed.

_____ Authorize student for **overnight** and school time equipment checkouts

_____ Authorize student for equipment checkouts **only during class time**

_____ Do **not** check out equipment to my student; we will provide our own

We accept liability for the equipment the student listed below chooses to check out, and will do everything we can to respect due dates and return equipment in its original condition.

Print Student Name

Student Signature

Class period

Parent/Guardian signature

Date

Movie Filter

Digital Video Arts I

Parents and guardians,

Throughout the course of the semester the class will be shown a number of films to demonstrate the various elements of the production process (ie. editing, cinematography, story structure, etc). Listed below are the planned films rated PG-13 and above. Written assignments may accompany these films.

No student will be penalized should parental consent be withheld. An alternate assignment will be given in its place. Additional clips may be viewed in class of films chosen by the students themselves. Students are asked to keep their presentations (and the videos they create) appropriate. For the films listed below, please review their rating and note those films you do not choose to give consent to:

- "**Apocalypse Now**" (R) 1979 – first 10 minutes (no killing is seen in this clip)
- "**Austin Powers: Goldmember**" (PG-13) 2002 – opening sequence and clip of "captions"
- "**Battleship Potempkin**" (UR) 1925 Odessa steps, most famous edited sequence (Kuleshov effect)
- "**Bourne Supremacy**" (PG-13) 2004 - first 10 min to demo how action films hook you in quickly
- "**Brazil**" (R) 1985 – 2 minutes of gun battle shown to the class while studying Kuleshov editing
- "**Broadcast News**" (R) 1987 – 10 min of clips that take place entirely in the news room / studio
- "**Get Smart**" (PG-13) 2007 - full movie shown in discussion of action films
- "**Laura Croft: Tomb Raider**" (PG-13) 2001 – swinging from bungee cords, & scene with father
- "**The Maltese Falcon**" (NR) 1941 crime drama
- "**Mr. Deeds**" (PG-13) 2002 – short clip of Deeds saving cats in a fire
- "**Moulin Rouge**" (PG-13) 2000 – opening sequence and DVD menu
- "**Naked Gun 33 1/3**" (PG-13) 1991 – first 5 min of movie shown on Kuleshov day
- "**Notting Hill**" (PG-13) 1999 - short clip in beginning of movie of orange juice being spilled
- "**Peggy Sue Got Married**" (PG-13) 1986 – short clip during initial school reunion scene
- "**Superman**" (PG-13) 1978 – short clip shown during storyboard lesson
- "**Titanic**" (PG-13) 1997 – short clip during the formal dinner scene do demo mistakes in films
- "**Untouchables**" (R) 1997 – train station w/baby carriage scene shown while studying Kuleshov editing
- "**Walking Tall**" (PG-13) 2004 – short clip of the main character healing after a fight
- "**Waynes World**" (PG-13) 1992 – opening sequence and clips of shooting in the 'real' studio
- "**Wimbledon**" (PG-13) 2004 – "Ball Control" special feature on the DVD

More information may be found at: <http://www.mpa.org/FilmRatings.asp>

I give consent for my student to view all films listed above, with the exception of those films that I have crossed out.

Student Name (please print)

Class period

Parent/Guardian Signature

Date

MEDIA RELEASE CONTRACT

Dear Parents/Guardians:

Mission Valley ROP is proud of the many accomplishments of our students and staff. Often, such accomplishments draw the attention of newspapers, television stations, our MVROP student video crew or other media who visit our schools to photograph, film and/or interview students during various activities. In addition we often use pictures of our students in Mission Valley ROP publications. In consideration, please indicate whether or not your child can be photographed, filmed or interviewed by the news media or student video crew for Mission Valley ROP publications, web productions, or educational videos.

Please complete and return this form to your child's ROP class by Friday, February 4, 2011.

By checking the "I give permission box" you are allowing your child to be photographed, filmed, or interviewed during school and classroom activities by members of the news media and student video crew. Additionally, your child's photograph and/or words (in print and/or aural) can be used in Mission Valley ROP publications and web productions. When we feature student photos on our internet site we do not include names. Please note, this form does not include classroom displays or yearbook photos. If you do not want your child in a yearbook, contact your child's home school principal.

If you have any questions, please feel free to contact me at the phone number listed below.

Thank you,
Allison Aldinger
Public Relations Administrator
(510) 657-1865 ext. 15141

Media Release Refusal – School Year 2010 – 2011

_____ I GIVE PERMISSION for my child to be photographed, filmed, or interviewed by the news media or student video crew for any reason. In addition, I give permission for Mission Valley ROP to use my child's photograph and/or words (in print and/or aural) in Mission Valley ROP publications and web productions.

_____ I DO NOT GIVE PERMISSION for my child to be photographed, filmed, or interviewed by the news media or student video crew for any reason. Nor do I give permission for Mission Valley ROP to use my child's photograph or words in Mission Valley ROP publications and web productions.

Student is to return this form to their ROP class instructor by Friday, February 4, 2011.

Student's Name: _____ Grade Level: _____

ROP Teacher: _____ Ms. Feist _____ ROP Class: _____ Digital Video Arts 1 _____

Parent/Guardian Signature: _____ Date: _____