



Liberty Middle School

281 Dock Murphy Drive, Madison, Alabama 35758

Mrs. Jodi Jones

2023-2024 YEARBOOK STAFF SYLLABUS

Teacher Contact Information	Email: jodijones@madisoncity.k12.al.us Classroom Phone: 256-430-0001 ext. 83129
Classroom Digital Platforms	Webpage Link: https://www.madisoncity.k12.al.us/Domain/1079 Schoology: https://madisoncity.schoology.com/home Parent Communication: Powerschools will be used for parent contact. Please make sure all contact information is up to date in powerschool.
Textbook Information	<i>Walworth online publishing tool will be used for yearbook design. Yearbook staff should NEVER share their Walworth username or password.</i>
Course Description	<p>You are historians, journalists, and artists putting together a photojournalistic book that will be on shelves for many, many years to come. What you do in this room directly affects every person in the Liberty Middle School community but that's not all. It also affects members of the whole Madison community, future students to LMS and their families, and your own future 38-, 58- and 78-year-old selves. It is an honor and a big responsibility to be a part of the yearbook staff! Thank you for making the commitment! A true journalistic product has credibility with its audience; it contains facts and can be used for record keeping. A journalistic approach will teach you skills in business, graphic design, visual communication, writing, photography and collaborative relationships; all which will serve you in whatever field you decide to pursue in the future. A non-journalistic book, on the other hand, simply will not stand the test of time.</p>
Course Objectives	<p>In order to capture and record the current school year for enjoyment and reference in the future, students will:</p> <ul style="list-style-type: none"> • write copy and captions in appropriate journalistic style for yearbook • use good photojournalism techniques • design a professional, attractive theme-based yearbook • write effective headlines and captions • edit, proofread and evaluate their own and others' work • work cooperatively within time constraints (DEADLINES) and budget limitations • learn and use effective sales and promotional techniques
Course Outline	<p>Unit 1: Intro to Yearbooks</p> <p>Unit 2: Theme Development</p> <p>Unit 3: Photography</p> <p>Unit 4: Design</p> <p>Unit 5: Writing</p> <p>Unit 6: Putting it all Together</p> <p><i>Outside-of-School Work: When you signed up for yearbook, you signed up for an extracurricular activity as well as a class. Much of the work of the yearbook is completed outside of class. Students must be present at activities and sports events and conduct interviews.</i></p>
Classroom Expectations	<ol style="list-style-type: none"> 1. Have a Vision 2. Lean into Struggles. 3. Be a Learner, Not a Finisher 4. Feed Your Passion 5. Own Your Education. 6. Be Respectful 7. Cheerful Collaboration

	<ol style="list-style-type: none"> 1. Be seated and ready for class when the bell rings. <i>Detention for tardies will be assigned per LMS policy.</i> 2. Come prepared for class. Bring all necessary supplies. 3. Respect your teacher, your classmates, and yourself. 4. Listen and follow directions. 5. Always wear your Yearbook Staff badge in the hallway and to events. 6. Follow all school rules. Especially when in the halls conducting Yearbook business. 7. The teacher dismisses the class, not the bell. 8. No food or drink around the computers and equipment 9. Do not visit gaming websites during class. Remain on our curriculum websites at all times. 10. Handle all equipment responsibly and sign out/return Cameras within 24 hours. 					
Progressive Discipline <i>(LMS Policy)</i>	Step 1: Verbal warning Step 2: Student/teacher conference Step 3: Parent contact/conference Step 4: Detention and a parent contact Step 5: Office referral - (possible removal from yearbook staff)					
Grading Policy <i>(MCS Policy)</i>	60% = Assessments (Test, Quizzes, Spread Assignments, Page submissions, Portfolio, Edit Deadlines) 40% = Daily Grades (Drafts, Event Coverage, Brainstorming, Classwork, and Editing)					
Late Work Policy	Late work will be considered. Yearbook works on a very strict schedule and deadline with Walsworth.					
Make-up Work/Test Policy	Students with excused absences will be allowed to make-up all work within three days of returning to school. It is the student's responsibility to ask for make-up work. Students can get with a classmate or ask the teacher for help. Work that is not made up will become a zero (including quizzes/tests). Many times, missed quizzes and tests can be made up during school.					
Technology	Student laptops should not be hard-wired to the network or have print capabilities. Use of discs, flash drives, jump drives, or other USB devices will not be allowed on Madison City computers. Neither the teacher, nor the school is responsible for broken, stolen, or lost laptops. Laptops and other electronic devices will be used at the individual discretion of the teacher.					
Accommodations	Requests for accommodations for this course or any school event are welcomed from students and parents.					
Materials & Supplies	Planner, Paper & Pencil, headphones with audio jack(not wireless) Wish List: clorox wipes, colored copy paper, sharpies					
Homework	All assignments and projects will be completed during class time. However, students may have to edit outside of class if they are behind on spread assignments. Students will also be asked to sign up for a minimum of 3 LMS events to photograph and cover for the yearbook.					
Parent & Student Acknowledgment Form	<p><i>Student assignments will be posted in Schoology; however, all grades will be posted in Powerschools. Thank you for your support and I encourage you to contact me with any questions or concerns . Please sign below that you have received and read the syllabus and will abide by all policies. Thank You! Jodi Jones</i></p> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 55%;">STUDENT FULL NAME (Please Print)</td> <td style="width: 15%;">BLOCK</td> <td style="width: 30%;">DATE</td> </tr> </table> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 55%;">PARENT SIGNATURE</td> <td style="width: 45%;">PARENT PHONE NUMBER(S)</td> </tr> </table> <p><i>Please include any concerns or notes to Mrs. Jones below:</i></p>	STUDENT FULL NAME (Please Print)	BLOCK	DATE	PARENT SIGNATURE	PARENT PHONE NUMBER(S)
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