



# Welcome to Newspaper

**Ms. Blumhardt – Teacher**

Room 228 – (208) 350-4340 ex. 1228

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Teacher website: <https://www.westada.org/Domain/7509>

**Course Description:** In this course, you will learn how to research and write news articles in Associated Press style, conduct interviews, verify facts and sources, report on issues relevant to the student body of Rocky Mountain High School, collaborate with fellow team members, multitask and manage your time to meet publication deadlines.

## Primary Texts:

- The Associated Press Stylebook and Briefing on Media Law 2017
- <https://www.apstylebook.com/>
- Other various multimedia resources from the Associated Press and major news outlets

## Class Expectations:

- **PROMPT:** Be on time to class. We utilize the first and last 5 minutes of each class period to maximize learning. This means that there are no bathroom breaks during these times, so that you do not miss important information.
- **PREPARED:** Bring your materials to class every day. Be ready with your articles, notes and interviews, collaborate with classmates and ask questions if you are confused.
- **POLITE:** You are not expected to be “best friends” with every person in class, but civility is required. You should remain neutral to everyone and use basic manners (“Please,” “Thank you,” Etc.). Politeness also includes respecting your teacher and your classroom, as well as classroom materials and supplies. Use items appropriately and return them to their proper place, in the same condition you found them.
- **PRODUCTIVE:** You have roughly 90 minutes to focus on Newspaper when you are in room 228. Use this time wisely and productively – procrastinating, goofing off, socializing and refusing to do work can all be tempting and may sometimes happen (we’re all human after all!) but your goal should be to use every day productively if you want to succeed and earn the grade you desire.

## Newspaper Materials:

- Pens/pencils/erasers
- Highlighters
- Notebook or loose leaf paper to record interview
- notes
- 3-Ring Binder (1 ½” recommended)
- Cell phone (recommended to record interviews; if unable to use a recorder provided in class)

## DISCIPLINE PLAN:

<b>First offense:</b>	Conversation w/ teacher & possible BRTi form referral.
<b>Second offense:</b>	Teacher contacts parent.
<b>Third offense:</b>	Student conferences with admin.
<b>Fourth offense:</b>	Conference w/ student, parent, teacher & admin.
<b>NOTE:</b>	<i>*The first three steps may be skipped immediately to the fourth offense, given the severity of the issue.</i>

**Attendance:** Attendance and participation are necessary in Newspaper. Both lead to understanding and require consistent effort – if you desire to succeed in this course, participate and attend class regularly. This classroom follows RMHS attendance guidelines carefully. You are responsible for understanding what the school expects of you in terms of attendance requirements and tardy policies. If you are absent, do the following to get caught up on what you may have missed:

1. Check the class website for attached assignments/materials to complete
  - a. The website is updated daily; however, some assignments cannot be attached because they need to be completed in other ways (ex: in-class discussion responses, quizzes, etc.).
2. Missed assignments should be placed in the mint-colored “absent” folder.
  - a. Place into the “Absent” folder, which is checked daily. Indicate “absent + day” if you were absent.
3. Missed tests/quizzes must be scheduled with the teacher for make-up time.
  - a. Because of the number of students in each class, it is **your** responsibility to take initiative to turn in assignments or schedule quizzes/tests.

**Newspaper Grading** is based on two categories:

1. **Academic work 10%**

*This is continued journalism learning. These activities are completed outside of the actual production of the Newspaper, tracking a student’s individual understanding of all things journalism!*

2. **Production work 90%**

*These grades directly correspond with your work toward the Rocky Roar that will be distributed to the student body.*

Academic Work – 10% (in gradebook as “Labs”)	Production Work - 20%, 40%, 20%, (in gradebook as “Classwork,” “Assessments” and “Projects”)
<ul style="list-style-type: none"> <li>• In-class worksheets/activities</li> <li>• Tests/quizzes</li> <li>• Final projects/tests (tentative)</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>Routine Completion Checks – 20% (in gradebook as “Classwork”)</b> <ul style="list-style-type: none"> <li>• Story Planning Sheet</li> <li>• Rough Draft Editing Sheet</li> <li>• Post-Production Reflection Sheet</li> </ul> </li> <li>2. <b>Quality Assessment – 40% (in gradebook as “Assessments”)</b> <ul style="list-style-type: none"> <li>• Monthly Issue Grading Sheet</li> <li>• Staff Evaluations</li> <li>• Service Points Log</li> <li>• Major projects (Semester)</li> </ul> </li> <li>3. <b>Deadline Accuracy – 30% (in gradebook as “Projects”)</b> <ul style="list-style-type: none"> <li>• Lead paragraph deadline</li> <li>• Rough Draft deadline</li> <li>• Final Draft deadline</li> </ul> </li> </ol> <p><b>**Editors will be the primary point-of-contact for staff members. Adviser checks and has final say regarding grading staff members; however, the editors have a vital role in assessing and checking staff members’ work.</b></p>

**Extra Hours/Homework:** You are not just part of a class. Newspaper is also a club/team, and you are expected to put in extra time at lunch and after school as needed. Think of it as your homework time for this class. Also, remember, if you value your time, you should value the time of other team members. Do what it takes to meet your deadlines and do your part.

**Newspaper Service Points:** Each semester in Newspaper you will need to complete a total of **100** Newspaper service points. These points can be accumulated through the semester at your own pace and will be included in the 40% "Quality Assessment" category, as Service Points directly contribute to the publication of the Rocky Roar and help our newspaper run smoothly. However, failure to complete these points by the end of the semester may result in a drastic grade drop at the last minute. **IT IS YOUR RESPONSIBILITY TO TRACK YOUR SERVICE POINTS AND GET THEM SIGNED OFF BY THE EDITOR IN CHIEF OR MS. BLUMHARDT.**

Track your service points in your log. Your log will need to be initialed by me *for each entry, on the date you complete the task/service*. If you accumulate **200** service points or more by the end of semester, you will receive an award certificate, a gift card and your choice of candy bar.

**Press Badges:** DO NOT abuse this privilege. Don't lie about your whereabouts or fail to sign out. Press passes are separately used from bathroom passes. Check the sign out to see how many peers are out before you leave.

**Newspaper Equipment:** Thanks to a donation from Chevron via Donors Choose in 2017, we have the following equipment available to us in Newspaper class:

- 4 voice recorders
- 1 camera tripod
- 1 SD memory card
- 2 supplemental texts for Adobe InDesign and Student Newspaper Campus Coverage

This equipment is valuable and must remain in the news classroom, unless approved by Ms. Blumhardt. **If you are given permission to check out equipment, you will need to sign a waiver stating that you will be responsible for the equipment until it is returned.**

**Griz Time:** I highly recommend that you take advantage of this time to work with me one-on-one or in small groups with other peers if you are behind, struggling or need additional clarification on class work. *You will be asked to attend Griz if late work is becoming an issue, or if you have been asked by a teacher due to grades and/or quiz and test results.*

**Hall Passes:** Class time is extremely valuable for both teachers and learners. In order to maximize your learning time in class, hall passes will be restricted during the following times: first 5 minutes of class, last 5 minutes of class, and whole-class instruction. Any other time is OK (exceptions may apply when you are needed in the room), but you must sign out and carry Ms. Blumhardt's hall pass with you in order to leave. **The abuse of hall passes will be discussed with the student and is subject to BRTi documentation.**

**Cell Phone Policy:** Newspaper is an exception to the cell phone rule. Since news is moving online, our electronic devices are an extremely helpful tool for recording interviews, finding information, setting appointments and for communicating. That being said, it is your responsibility to use your cell phone wisely. If cell phones are being used for other activities, like social media usage, and classwork/articles are not being completed first, the adviser will create a behavior plan for the student and will make contact with the student's parent/guardian.



Remind is a free, safe and simple messaging tool that helps teachers share important updates and reminders with students and parents. Subscribe by email, text or using the Remind app. All personal information is kept private. Teachers will never see your phone number, nor will you see theirs.

**To join Newspaper Remind, enter this number:**  
81010

**Text this message:**  
@rockyroar

**\*INCLUDE THE @ SYMBOL IN YOUR MESSAGE\***

Ms. Blumhardt's Remind hours:  
7am-9pm, Mon-Fri (weekend hours vary)

# Code and Contract

## Staff Members for the school year 2019 – 2020

To students and parents of students accepted as members of the **Rocky Mountain High School “Rocky Roar”**:

*Participation on the Rocky Mountain High School “Rocky Roar” affords students with more freedom than with other classes. It requires students to assume a great deal of responsibility and exhibit a high degree of maturity and good judgment. As a member of the team producing a concrete product, distributed to and read by both students and adults in our community, individuals named to the staff must expect to be held to high journalistic standards and ethical practices. Members of this staff are representatives of our school and are recognized as such, whether actually on assignment or not.*

To show that you fully understand the responsibilities of staff membership, please have the following contract read and signed by both you and a parent or guardian prior to the date indicated below.

I, \_\_\_\_\_ (your name), as a member of the **Rocky Mountain High School “Rocky Roar”** staff, agree to abide by the following code of conduct.

1. I will not take advantage of the freedom given staff members to leave class on assignment. Also, I will adhere to the defined policies and procedures whenever leaving during class-time. I will not use journalistic duties as an excuse for playing around outside of class, leaving the building, or disturbing other classes.
2. I will meet deadlines for assignments, rewrites and other related projects. If I find that it may be difficult or impossible to meet a deadline, I will inform the editor and /or adviser at the earliest possible moment. Nevertheless, I understand the responsibility to provide print-worthy material, in a timely manner, is ultimately my responsibility. Failure to assume this responsibility will result in grade reductions, and/or expulsion from the staff.
3. I understand that I am expected to devote time completing assignments and other production work for the publication, just as I expect to do homework for any other class. I also understand that this is an activity-related course. I am willing to devote extra hours as needed, including lunch, before/after school and on weekends.
4. **As a reporter**, I agree to produce publishable material as assigned (see grade expectations). In addition, I will provide stories and headlines, graphics and /or advertising as deemed necessary by my editors and/or adviser.  
**As an editor**, I will be responsible for editing copy, and the design, layout and content of assigned page(s). I understand this requirement may vary depending on space available and the type of coverage needed. Ultimately, I understand it is my responsibility to fill my assigned pages with a quality of content material.  
**As an advertising Editor/Business Manager**, I will be responsible for making ad sales according to deadlines and will be responsible for creating the thumbnail design for each issue, laying out ads and designing when necessary. As a business manager, I understand it is my responsibility to ensure **Rocky Mountain High School “Rocky Roar”** is financially sound at all times. I will fulfill my responsibilities in accordance with established production procedures.

**As a representative of the staff, I agree to abide by standards of good behavior; therefore, I recognize I will be held to a higher standard of behavior than the average student.**

**I understand that failure to abide by any of the terms described in this contract may lead to my dismissal from the staff and/or failure to receive academic credit for this class.**

\*This contract must be signed and returned no later than \_\_\_\_\_/2019.

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

\_\_\_\_\_  
Parent Signature

Date \_\_\_\_\_

Date \_\_\_\_\_