

San Miguel Yearbook Teacher Recommendation 2009-2010

Name of Applicant \_\_\_\_\_ Grade \_\_\_\_\_  
Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_

Using the following scale, how would you rate this student's ability in the following areas?

5-Superior 4-Good 3-Average 2-Poor 1-Not a good candidate

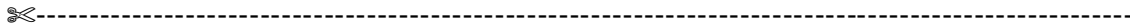
- \_\_\_\_\_ Attendance (3 or fewer absences and/or tardies)
- \_\_\_\_\_ Timeliness (in turning in work, meeting deadlines, returning forms)
- \_\_\_\_\_ Written communication skills
- \_\_\_\_\_ Responsibility
- \_\_\_\_\_ Self-Discipline
- \_\_\_\_\_ Judgment
- \_\_\_\_\_ Overall impression

Comments:

\_\_\_\_\_

Teacher/Administrator's Signature Date

Please return this form to Ms. Schwindenhammer's mailbox on or before August 12<sup>th</sup> 2009.  
Thank you for your assistance!



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San Miguel High School  
Yearbook Application 2009-2010  
Commitment to Excellence

*San Miguel's Yearbook Committee* publishes a full-color yearbook, and has an established tradition of excellence in work ethic towards school pride and coverage. Each year, the staff's goal is to define and record the school year in a provoking photographic historical record that creates lasting memories of student

life, sports, academics, clubs, our school community, and most importantly, the people who breathe life into our school. Members of the yearbook staff are entrusted to plan the yearbook from cover to cover. Under student leadership, we decide all content, interview, photograph, write, design and represent San Miguel High School, a role that we take very seriously. We commit to monthly fundraising, meet weekly, and schedule club picture day, and advertise and promote sales of the yearbook year round. This year we will also sell advertising to local businesses. We conduct surveys and interviews, gathering quotes and unique photo opportunities. In short, we do it all. It's a lot of work, a lot of fun, and it's incredible real-world publishing experience. It's a fast paced, deadline oriented team of hard workers. Truth and trust are key elements of our mission for the yearbook.

We are currently accepting applications for new staff members, with priority given to returning and new upperclassmen who have proven photography, writing and computer skills, excellent attendance, and high personal values and ethics. By applying for a position on the San Miguel yearbook staff, you are accepting a trusted role in recording our school's history, becoming a member of a team and a co-curricular activity that will require after school hours, including Saturday workdays, for each deadline. Because our yearbook is produced 100 percent digitally, it is highly recommended that you have use of a 7 mega pixel or higher digital camera. It is not a requirement, but your job will be much easier if you have use of your own camera, cable and memory card. The yearbook is currently produced in the Fernandez Lab using StudioWorks and Photoshop. To join the 2009-2010 Yearbook staff, you must complete the following signed application, supplemental materials (a personal writing and photo sample, and two teacher recommendations), and acceptance by the staff and adviser. Deadline to apply for initial consideration is August 12<sup>th</sup>, 2009. Students will be notified of their acceptance after completed application and references are received. Late applications will be considered on a space available basis and qualified applicants will be put on a "waiting list" for future consideration. All staff members will be assigned spreads, sell advertising, take pictures, conduct interviews, write captions, assist with fundraisers and advertisement/distribution of the Yearbook.

For more information, contact Yearbook Adviser Ms. Schwindenhammer in Room 301 or via email at [schwindenhammerm@sanmiguelhigh.com](mailto:schwindenhammerm@sanmiguelhigh.com)

### **San Miguel High School Yearbook Application 2009-2010**

Complete the following information and return it to San Miguel High School, Room 301 to Ms.Schwindenhammer. Completed applications received by August 12<sup>th</sup> 2009 will receive priority consideration. Later applicants will be considered on a first come, first served basis, and will be notified of their "waiting list" status.

*Please type or print clearly IN INK:*

Name

Grade \_\_\_\_\_  
Email address \_\_\_\_\_

Home/Cell Phone \_\_\_\_\_

English grade: \_\_\_\_\_ 2<sup>nd</sup> semester in 2009

Please place a check next to those areas which you feel most qualified or would like to work.

Writing \_\_\_\_\_ Photography \_\_\_\_\_ Proofreading \_\_\_\_\_ Computer Skills \_\_\_\_\_

Layout/Design \_\_\_\_\_ Organization \_\_\_\_\_ Sales \_\_\_\_\_ Interviewing \_\_\_\_\_

Fundraising \_\_\_\_\_ Artwork \_\_\_\_\_

### 1. What yearbook position (s) are you interested in?

- Team Member** (design pages, take pictures, write stories and/or captions, decide on pics, meet deadlines)
- Section Editor** (Oversee and proof all pages produced in that section, design pages, take pics, write stories and captions, decide on pics, meet deadlines)
- Staff Photographer** (take quality pics. outside of class time, assist Photo Editor in organizing and editing pictures, work with team members in designing pages that will be used in the book, use digital cameras, and meet deadlines)

### 2. Computer Knowledge

- Do you have internet access at your house?
- Have you ever designed or managed a web page/site?
- Have you ever taken art, desktop publishing, or a web page design class? If yes, tell which one.

### 3. Photography Experience

- Do you have a digital camera that you are able to use every day?
- **If yes**, what kind is it (make/model), and how many megapixels does it have?
- Have you ever created scrapbooks?
- Have you ever taken a photography class?
- Do you take a lot of pictures of your friends and family?

Complete the following and attach to your application before submission.

I. Personal Statement: In a typed, personal statement, tell us about yourself. Be sure to answer the following questions in your personal statement:

1. Why do you want to be a member of the yearbook staff?
2. What experience do you have?
3. What do you hope to learn in this club?
4. What other activities do you plan to participate in this year?
5. Returning staff: Identify leadership position(s) for which you would like to be considered.

II. Photography:

- Option One: Submit ONE photo that you have taken that you consider being a sample of your personal best. Write a caption that explains the photo and the approximate date the photo was taken. (Who what when where why)
- Option Two: Submit ONE photo from the internet that you consider to be a quality sample of photography. Write a caption that explains the photo and the approximate date the photo was taken. (Who what when where why)

\*\*\*\*\*Please Identify Photographer in either option\*\*\*\*\*

III. Two Teacher Recommendations: Please list the names of the two teachers or other school administrator you have asked to complete a recommendation for you. One of them MUST be an English teacher

1. Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_
2. Teacher's Name \_\_\_\_\_ Subject \_\_\_\_\_

IV. Signature: By signing below, you agree to fulfill the Commitment to Excellence on the yearbook staff should you be chosen, and to represent the San Miguel High School yearbook, in an honest and timely manner to the best of your ability and understanding.

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

V. Parent Endorsement: By signing below, I endorse my child's desire to be a member of the San Miguel High School yearbook staff, and I am aware of the Commitment to Excellence requirements.

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