

# Montezuma-Cortez High School

## Band Handbook

2019-2020



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# Table of Contents

Introduction.....2

Band Website.....2

Philosophy.....2

Ensembles.....3

Honor Bands.....3

Eligibility.....4

Class Rules.....4

Attendance Policy and Make-Up Work.....5

Grading Policy.....6

Section Leaders.....7

Uniform Policy.....7-8

All-State.....9

Band Trips.....9

M-CHS Band Booster Organization.....9

Lettering Policy.....10

Tentative Performance Calendar.....11

Appendices and Forms.....12-16

# Introduction

The purpose of this handbook is to provide students and parents with an overview of the Montezuma-Cortez High School Band program. Please carefully read over all handbook materials, and sign and return the handbook contract found in the student registration packet to Miss Zdanowski by Wednesday, May 23rd

## Band Website

The M-CHS band program is constantly shifting and evolving. The best way to keep up with the schedule, news, and events is to regularly check the band website. The website can be accessed at [www.CortezBands.com](http://www.CortezBands.com).

## Philosophy

The Montezuma-Cortez High School Band strives to always represent itself well through excellence in performance both on and off the stage. This excellence can only be achieved through discipline, hard work, sacrifice, dedication, and pride. Our success as a group and as individuals is based on each member's willingness and determination to do their best at all times.

The Montezuma-Cortez High School Band Program is committed to providing students with positive life-changing experiences and real-world problem solving skills through musical preparation and performance. It is the hope of the directors that students will leave this program with great experiences that will set them up for success in their future endeavors.

## Ensembles

**Marching Panthers:** The Montezuma-Cortez High School Marching Band, the Marching Panthers, is open by audition to all students at Montezuma-Cortez High School who play a band instrument. Enrollment in the advanced band lasts all year. Members of the Marching Panthers meet during the summer for scheduled rehearsals as well as a week-long marching band camp followed by additional weekly rehearsals leading up to the start of school. Throughout the season, the ensemble learns a competitive half-time show in addition to pre-game routines, pep tunes, and parade materials. The Marching Panthers perform at all home football games as well as a number of parades and field competitions throughout the state during the fall.

**Symphonic Winds:** The Montezuma-Cortez High School Symphonic Winds is open by audition to all students who play a band instrument. Student musicians who enrolled in band in the fall are expected to enroll in band again for second semester. Students will audition for chair placement in Symphonic Winds during the fall after the conclusion of the marching season. The Symphonic Winds rehearses during the regular school day during the fall after the marching season is finished, and occasionally in the mornings before school begins. Members of the Symphonic Winds prepare and present at least three public concerts throughout the course of the school year (additional public performances may be added to the calendar as the year progresses). In the spring, the ensemble participates in CHSAA Large Group Evaluation, and has a reputation for achieving superior ratings.

Challenge policy: students wishing to challenge up to a higher chair may contact Ms. Zdanowski to arrange a challenge time and materials. Students may only challenge one chair at a time (ex: fifth chair cannot challenge first chair). Challenges will not be heard during the two weeks preceding a concert. Please see Appendix C for the challenge request form.

**Jazz Band:** The Montezuma-Cortez High School Jazz Band is open by audition to all students who play a jazz instrument. The Jazz Band rehearses before school starting in November, and performs multiple public concerts throughout the course of the school year. Auditions for this group will be held in early November.

**Pep Band:** The Montezuma-Cortez High School Pep Band is comprised of members of the Symphonic Winds and Marching Band. Band friends and alumni are allowed to participate if given director approval prior to the event. The Pep Band rehearses during the regular band period, and performs at a variety of athletic events throughout the school year, providing support and school spirit for spectators and athletes alike.

## Honor Bands

Throughout the year, band members will have the opportunity to apply to participate in select honor bands throughout the state. Membership in these special ensembles is typically granted through audition tape (All State audition music) or director recommendation. Students wishing to participate in honor bands this year will be required to submit a recording of the All State audition music in order to be considered. Please note that students are responsible for paying their own honor band trip expenses, and must remain academically eligible in order to participate.

# Eligibility

Members of the Montezuma-Cortez High School Band program are expected to meet the guidelines outlined in the school-wide academic eligibility policy, which states as follows: *Any students missing class for a school-sanctioned activity must earn a minimum GPA of 2.0, and be passing ALL classes.*

Grade checks are run by the activities office every Monday, and final grade checks are run on Wednesday afternoons. It is the responsibility of band students to be proactive in checking their grades and turning in work on time to ensure that they remain eligible. I repeat: it is NOT the responsibility of Miss Zdanowski or Mr. Mohr or even your teachers to ensure that you remain eligible... it is YOUR RESPONSIBILITY...Check Powerschool often, and communicate with your teachers.

Students who miss a band performance due to ineligibility will only be allowed to make up their performance grade up to a C. Students failing to meet eligibility requirements will not be allowed back into advanced band the following semester.

# Class Rules

Members of the Montezuma-Cortez High School Band are constantly representing their school as well as their band program. Students are expected to demonstrate respect and maturity at all times. Class rules include:

- 1) Be respectful. This includes treating all teachers, administrators, parents, and other students with complete respect. This means not talking while another person is talking, and always being polite and courteous to everyone you encounter in your actions and language. Absolutely NO foul language will be tolerated at ANY time during a band rehearsal or related activity.
- 2) Cell phone use during class is to be limited, and cannot be disruptive to rehearsal. Failure to use good judgement in cell phone use will result in a lowering of the student's weekly classroom contribution grade.
- 3) Students are not to leave rehearsal without the permission of the instructor. Not only is this in the school handbook, but it presents a safety issue. Wandering the building or leaving campus during morning rehearsals (or any rehearsal for that matter) will not be tolerated.
- 4) Public Displays of Affection are to be limited and respectful to helpless bystanders. Please do not force someone to talk to Miss Z about your uncomfortable behavior with your significant other - no one wants to have that conversation!
- 5) Participation in the MCHS advanced band is a privilege - not a right. Students in this ensemble are expected to behave at a level that is above and beyond what is expected of most of the general student population on a daily basis. Failure to abide by classroom rules and policies, or failure to use good judgement of conduct at any time (both in class and outside of class) can result in removal from the ensemble at the director's discretion.

# Attendance Policy and Make-Up Work

Students are expected to attend all rehearsals and performances outlined in the 2019-2020 schedule as posted on the M-CHS band website. Points will be awarded as follows:

**Regular rehearsal:** 1 point per day, up to 5 points per week

**Concert or Performance:** 10-20 points

Any unexcused absence will result in a complete loss of points for the event missed. Each tardy to a rehearsal will result in a deduction from the student's overall points earned. A student will be considered tardy if not in his or her place when class begins.

Students involved in multiple activities may be excused from select rehearsals or performances in the event that there is an irresolvable conflict between the activity schedule and the band schedule. In the event that such a conflict arises, it is the responsibility of the student to complete and submit the absence request form (see Appendix A) to Miss Zdanowski at least one week prior to the event. Students missing a performance or rehearsal due to a school-related activity will be given the opportunity to complete makeup work for full credit. All makeup work must be completed within two days after it is assigned, as per M-CHS school policy.

Students who miss a band performance due to ineligibility will only be allowed to make up their performance grade up to a C. Absences due to ineligibility negatively impact the group, and should be avoided at all costs.

Examples of UNEXCUSED absences include: "I forgot", "I couldn't get a ride", "I had work", "I had too much homework", etc. Membership in the M-CHS band program is a privilege, and students are responsible for balancing their class work, social lives, and employment obligations with the band schedule. Remember, you are part of a *team*, and if you are not there, you are letting your TEAM down.

A few excuses such as sudden illness, emergency or family situations will be accepted. Such situations will be handled on a case-by-case basis. Students should be diligent in alerting their director of any possible problems. In turn, the director will give more than sufficient notice of scheduled rehearsals and performances.

Students who are excused from a rehearsal or performance are responsible for contacting the director for make-up work. Make-up work must be completed within one week of the absence. Unexcused absences will not be given the opportunity to complete make-up work. Points will not be awarded for excused absences until all make-up work is completed.

The key to avoiding attendance problems is COMMUNICATION. If you anticipate a problem, please let Miss Zdanowski know as soon as possible. In many cases, it is possible to find a "win-win" solution.

# Grading Policy

Students enrolled in the M-CHS band program will be graded on four basic elements:

- 1) **Classroom Contribution**
- 2) **Playing Exams**
- 3) **Performances**
- 4) **Written Assignments**

**Classroom Contribution:** Daily Classroom Contribution points (CC) are earned by demonstrating punctuality, preparation, attentiveness, and participation during daily class meetings. Students are expected to be in their seats with their instruments and necessary equipment by the time the bell rings each day. Students are expected to be attentive during class, remain actively engaged in the rehearsal process, and regularly demonstrate preparation for each day.

Behaviors that can result in a deduction of classroom contribution points include: cell phone use during class, unexcused tardiness, disruptive behavior, lack of preparation, and failure to abide by the rules outlined in the band handbook (please see page 4).

**Playing Exams:** Throughout the school year, students will be formally assessed through three or four performance tests. These tests will be worth up to 100 points apiece, and may include memorization checks during the marching season, and chair placement auditions during the concert season. Rubrics and further details about these performance evaluations will be handed out closer to the time of assessment.

**Performances:** Students are expected to attend all rehearsals and performances outlined in the 2019-2020 schedule as posted on the M-CHS band website. All performances are mandatory, and include (but are not limited to) home football games, parades, concerts, festivals, graduation at the end of the year, etc. Students anticipating a conflict with an event must communicate with Miss Z as soon as possible. Please see page 5 for additional details.

**Written Assignments:** Throughout the school year, students will be required to complete a number of written assignments pertaining to material being studied in class. Each written assignment will be worth anywhere from 2 to 10 points. Further details about these assignments will be given closer to the time of the assignment.

## Section Leaders

**Marching Band Student Leadership:** Section leaders for the marching season will be selected by Miss Zdanowski during the spring semester prior to the beginning of the marching season. These student leaders will have additional responsibilities within the band including (but not limited to) setup and teardown of rehearsal space, distribution of music and related materials, and execution of other jobs as requested by the band director.

Section leaders will also act as mentors to other members of the section, providing help and encouragement as needed throughout the season. Section leaders may hold optional sectional rehearsals outside of full band rehearsals to address sectional issues. Students are encouraged to attend such meetings, but will not be graded on participation in such events.

The primary role of section leaders is to provide assistance and support to other members of the section. If a student is struggling with music or marching, he or she should contact the section leader for additional help. If the section leader is unavailable, the student should contact Miss Zdanowski or Mr. Mohr for extra help outside of rehearsal.

**Concert Band Student Leadership:** Section leaders during the concert season will be determined through a chair placement audition at the beginning of the concert season. These student leaders will hold additional responsibilities within the band as determined by the band director.

## Uniform Policy

While in uniform, students are expected to bear in mind that they are representing Montezuma-Cortez High School as well as their band program. The uniform should be worn with pride, and student behavior should be reflective of such. The Montezuma-Cortez High School Band uniform will always be worn in its entirety unless other instructions are given by the band director. Students are forbidden to eat or drink anything but water while in uniform.

**Marching Band:** Students will be fitted for their marching band uniform by the M-CHS band parents during the week of marching band camp.

The school-provided uniform includes: a jacket, pants, gauntlets, hat, and plume.

Students are expected to provide: white socks reaching to mid-calf, Band T-shirt (provided by band boosters), GREY loose-fitting shorts or underwear (to be worn beneath the uniform), and white marching shoes (may be purchased at the beginning of the season).

Hair: should be pinned up so that it is contained beneath the hat and above the collar.

Guard: Color guard uniform will differ from the rest of the band. Further details will be provided by the color guard instructor during summer rehearsals.



NOTE: During all marching band rehearsals, students are expected to abide by the M-CHS dress code. All students are required to wear closed-toe athletic shoes and flexible clothing at marching rehearsals. Jeans are not recommended.

**Pep Band:** Pep Band uniform is subject to change at the director's discretion. Depending on the venue and weather conditions at a given performance, the director may slightly alter the uniform policy to ensure that students are comfortable during the performance.

General Pep Band Uniform: Band T-Shirt (provided by band boosters at the beginning of the year), full-length jeans, closed-toe athletic shoes.

Weather notice: In the event of a cold weather performance, students are allowed to wear long-sleeved white shirts beneath their Band T-Shirt. In severely cold weather, students will be allowed to wear a coat or jacket over their Band T-Shirt. In severely warm weather performances, students may be allowed to substitute denim shorts for full-length jeans provided that the shorts have at least a 3-inch inseam.

NOTE: Students are expected to abide by the M-CHS dress code at all times

**Symphonic Winds:** Members of the symphonic winds are responsible for wearing appropriate concert dress for all public performances unless otherwise indicated by the director. Concert dress for all performances is "concert black," which includes:

Men: Full-length black dress pants, black long-sleeved shirt, black socks, black dress shoes. Black tux jackets are permitted as long as the shirt underneath is black. Absolutely no black jeans, visible colored undershirts or black tennis shoes will be allowed.

Women:  $\frac{3}{4}$  sleeve black blouse, black dress pants OR knee-length black skirt with black tights or hose, black dress shoes. Please note that sleeveless tops, spaghetti straps, or short-sleeved shirts are not permitted - modesty is key. Girls who still own their black concert dress and sash from previous years may wear it if they wish.

Hair and Jewelry: Hair should be pulled back away from the face so that both eyes are easily visible. Students are limited to three pieces of conservative jewelry during concert performances. Large, distracting jewelry such as large pendants or oversized dangling earrings are prohibited.

REMEMBER: You want to be remembered by the way you played- not by the way you looked at a concert.

**Jazz Band:** Jazz Band members are expected to follow the same uniform guidelines as outlined for the Symphonic Winds unless otherwise specified by the director.

## **All State Auditions**

Students wishing to audition for the Colorado All State Band must prepare the All State scale selections as well as the prescribed etudes for their instruments. Copies of the all state music may be found on the band website. While only sophomores, juniors, and seniors can be selected for All-State, all students are encouraged to audition. Please see Miss Zdanowski for further details.

Please note that all students wishing to participate in an honor band during the 2017-2019 school year will be required to submit a recording of the all-state music to be considered.

## **Band Trips**

Traveling with the band is a privilege. When the band accepts an invitation to perform away from our home, we also assume the responsibilities of being ambassadors and representatives of our band, our school, and our community. Individual considerations now become secondary to the entire organization's welfare. Your best effort is now "the norm" and you will be asked to rise above it many times during our trips, displaying the ultimate in appropriate manners and personal behaviors for the department.

Behavioral expectations include, but are not limited to: sportsmanlike conduct both on and off the field, respectful interactions with all persons encountered during travel, respectful treatment of all spaces and facilities utilized during travel, and unconditional support of all other bands under any and all circumstances.

Students are expected to abide by all M-CHS school rules while traveling. This includes adherence to the dress code, behavioral expectations, and drug/alcohol policy. Any students failing to abide by these policies will be dismissed from the trip and sent home at the parent's expense. Severe behavioral misconduct will result in a student's removal from the group.

## **M-CHS Band Boosters Organization**

The M-CHS Band Boosters Organization is open to all interested parents who have students enrolled in the band program. In previous years, the Band Boosters have provided essential services to the band, including fundraising, assistance during all travel, supervision during trips, food, uniform maintenance, and a wide variety of other services.

We are fortunate at M-CHS to have an outstanding Band Booster Organization. We invite all interested parents to consider joining this group of committed parents. Regular meetings are held on the second Monday of the month at 6:00pm in the M-CHS band room.

For more information, please check out the band booster portion of the band website.

# Lettering

This year, band students will have the opportunity to earn the honor of “lettering” in band. The first time a student earns a letter, they will be presented with a chenille letter to be placed on their letter jacket, or stored as a keepsake. In subsequent years, qualifying students will be presented with a gold bar to pin onto their letter.

In order to earn a letter, students must meet the following requirements:

- Be academically eligible for ALL band performances throughout the year
- Abide by all policies as outlined in the M-CHS Student Handbook and the M-CHS Activities Handbook
- Earn at least 20 points by participating meeting specific academic and performance requirements in band

## The point values for band activities are as follows:

Submit audition tape for an honor band:	1 point per audition
Selected to participate in an honor band:	2 points per honor band
Perform outside of school in a non-band related capacity (this might include performing at church, SWCC, talent shows, etc)	3 points per performance
Audition for All State:	3 points
All State Alternate:	3 points
Selected for All State:	5 points
Pit Orchestra:	5 points
Take private lessons:	5 points
Participation in Jazz Band:	5 points

Other musical activities not listed above will be considered on a case-by-case basis. Directors will have the final say over all lettering decisions, and may tweak the requirements as they see fit. Students may start accumulating points the first day of the school year, but points DO NOT carry over to next year. All activities must be related to instrumental music (our vocal music program has their own letter system). Students will be required to fill out an application form for their letter in April, and letters will be presented at the final Senior Appreciation Concert in May. More information about deadlines and the application process will be made available in the spring.

## Tentative Fall 2019 Performance Schedule

*Please note that the performance schedule is subject to change, and that we will do our best to notify everyone of any changes as soon as possible. Be sure to check your email and the band website for the most up-to-date schedule!*

June 6th-8th	Rodeo Parking for volunteers, 4pm @ Fairgrounds
Saturday, June 8th	Rodeo Parade (select students only, time TBA)
Friday, July 12th	Student Leadership Workshop, 9am-3pm @ M-CHS (student leaders only)
July 15th-17th	Pre-Camp Rehearsals, 8am-noon @ M-CHS Band Room (for winds, guard, battery, and pit)
July 22nd-26th	Band Camp, 8am-5pm @ M-CHS Band Room
TBA	August morning rehearsals, 8-10am @ M-CHS
Friday, August 30th	Home Football Game Performance, time TBA
Saturday, September 14th	Tentative Durango Clinic
Friday, September 20th	Home Football Game Performance, time TBA
September 23rd-26th	Clinic Week! Rehearsals from 6pm-9pm @ M-CHS
Saturday, September 28th	Colorado West @ Grand Junction (depart Friday afternoon, return Saturday night)
Thursday, October 10th	Homecoming Parade
Friday, October 11th	Homecoming Football Game
Thursday, October 17th	CBA Regionals @ Grand Junction (depart Wednesday afternoon, return Thursday evening)
Friday, October 18th	Home Football Game Performance, time TBA
Friday, November 1st	Final Home Football Game
Thursday, November 7th	Tentative Community Appreciation Concert, 6:00pm @ Panther Stadium
Monday, November 4th	CBA State @ Grand Junction (depart Sunday, perform Monday, return Tuesday morning)
Saturday, November 9th	TENTATIVE BOA St. George @ St. George, Utah (depart Friday, November 8th, return Sunday, November 10th)
Monday, November 11th	Tentative Veteran's Day Parade Performance
Saturday, December 7th	Tentative Parade of Lights Performance
Tuesday, December 17th	M-CHS Holiday Concert, 7pm @ M-CHS Auditorium

**Montezuma-Cortez High School Band Absence Request Form  
Request for Excused Absence or Tardy**

NAME: \_\_\_\_\_

*Last*

*First*

\_\_\_\_\_ DATE OF ABSENCE \_\_\_\_\_ DATE OF TARDY

\_\_\_\_\_ DATE SUBMITTED

CHECK TWO:

_____ Marching Band	_____ Concert Band
_____ Colorguard	_____ Jazz Band
_____ Symphonic Band	
_____ Rehearsal	_____ Sectional
_____ Performance	_____ Pep Band

STATE COMPLETELY THE REASON WHY THIS REQUEST IS NECESSARY:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

***PLEASE HAND THIS FORM DIRECTLY TO YOUR DIRECTOR TO INSURE DELIVERY***

Attendance has a direct effect on your grade. Request for excused absence or tardy must be submitted one week in advance. Make up work is the responsibility of the student. If you were sick from school, asked for permission to be excused from a performance, rehearsal or sectional, it is your responsibility to get work from the teacher. No prior notification is considered an unexcused absence. Make up work must be completed within one week of absence, it is not open ended.

Your grade is YOUR responsibility. No makeup work will be given after the grading period is over.

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

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

Date  
Submitted \_\_\_\_\_

Action :                      EXCUSED                      \_\_\_\_\_

UNEXCUSED                      \_\_\_\_\_

MAKE-UP WORK GIVEN                      \_\_\_\_\_

BAND DIRECTOR: \_\_\_\_\_ DATE: \_\_\_\_\_

**Additional copies of this form may be found on the FORMS page of the Band website.**



**CHALLENGE FORM**

I, \_\_\_\_\_ have challenged \_\_\_\_\_

FOR THEIR POSITION IN THE CONCERT BAND ON THE FOLLOWING PREPARED MUSIC.

1. TITLE \_\_\_\_\_ PART \_\_\_\_\_ MEASURE \_\_\_\_\_ TO \_\_\_\_\_
2. TITLE \_\_\_\_\_ PART \_\_\_\_\_ MEASURE \_\_\_\_\_ TO \_\_\_\_\_
3. TITLE \_\_\_\_\_ PART \_\_\_\_\_ MEASURE \_\_\_\_\_ TO \_\_\_\_\_

WE FULLY UNDERSTAND THAT THE CHALLENGE WILL BE HELD ONE WEEK (7 DAYS) FROM THE DATE INDICATED BELOW. WE FURTHER UNDERSTAND THAT THE CHALLENGE MAY ALSO INCLUDE SIGHT READING TO BE SELECTED BY THE BAND DIRECTOR. WE HAVE CHOSEN THREE SELECTIONS FROM THE REHEARSAL BOOK TO PERFORM AS INDICATED IN THE ABOVE BLANKS. WE ALSO UNDERSTAND THAT THE CHALLENGES MAY OCCUR BEFORE, DURING OR AFTER BAND. FAILURE TO SHOW UP FOR THE CHALLENGE WILL BE CONSIDERED A FORFEIT OF THAT CHAIR. IN THE CASE OF A TIE, THE DIRECTOR MAY USE SCALES AS A TIEBREAKER. THERE WILL BE A ONE WEEK GRACE PERIOD BEFORE ANOTHER CHALLENGE BETWEEN THE SAME TWO PEOPLE CAN TAKE PLACE

1. STUDENT INITIATING CHALLENGE \_\_\_\_\_ DATE \_\_\_\_\_

2. STUDENT ACCEPTING CHALLENGE \_\_\_\_\_ DATE \_\_\_\_\_

**PLEASE HAND DELIVER THIS FORM TO THE DIRECTOR TO SECURE A DATE FOR THE CHALLENGE**

CHALLENGES ARE BLIND CHALLENGES MEANING, THE DIRECTOR CAN NOT SEE YOU OR HEAR YOUR VOICE. ONCE A CHALLENGE BEGINS, THERE IS NOT TALKING ALLOWED. THIS WILL INSURE THE STUDENTS ANONYMITY.

DIRECTOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

DATE OF CHALLENGE \_\_\_\_\_ TIME OF CHALLENGE \_\_\_\_\_





# 2019 Band Contract

Please sign and return to Miss Zdanowski along with your \$145 Band Camp Fee no later than Monday, July 15th (first day of pre-camp rehearsals)

*By signing below, parents and students are agreeing to the following:*

- I have received and read the 2019 Band Handbook, and will do my best to meet all of my responsibilities as a member of the M-CHS Band, carrying on the traditions of excellence demonstrated by previous members of the group.
- I have read the instrument liability agreement, and understand my responsibilities regarding proper care of my instrument and all school property.
- I understand the consequences that will result if I do not meet my responsibilities.
- I have reviewed the academic policy, grading policy, and attendance policy, and understand the expectations for this class.
- I understand that while traveling with the band, I am expected to abide by all behavioral expectations as outlined in the M-CHS Student Handbook. I understand that failure to do so will be grounds for instant dismissal from the group.
- I have looked at the band performance dates with my family and transferred information to our family calendar.
- As parent/guardian, my student has legal permission to ride a bus to and from band events with the M-CHS Band. I will not hold Montezuma-Cortez High School, its sponsors, or its chaperones liable for accidents, injuries, or expenses which may result from such occurrences. I also give permission for my child to be taken to the nearest hospital for treatment, if deemed necessary.

\_\_\_\_\_  
STUDENT Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
PARENT Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Parent Name

*Occasionally the M-CHS Band likes to recognize our students' achievements in band in the newspaper, or display promotional pictures online. If you do NOT want your student to have his/her name and/or picture in the paper or online, please write a note to that effect and attach it to this form.*