



# KSMS

the voice of shawnee mission south

5800 W 107<sup>th</sup> Street  
Overland Park, KS 66207  
913.993.7650

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As a member of KSMS, I, \_\_\_\_\_, have read, understand, and agree to the following terms and conditions of the course.

### Costs and Forms

Students must have a signed contract and transportation form on file before they can participate in the class. Students also may have to pay for other costs such as staff t-shirts, group activities, and national conventions.

### Sponsors

Students must obtain \$100 in cash sponsorship and \$50 in prize sponsorship before they can participate in the class. Such funds are essential to our station since we operate without a district budget. Students will not be permitted to perform on-air until they have completed this obligation. Students will receive a zero for each show in which they do not perform and for each week until this obligation has been met.

### Protocol

As a select group of top students who represent their school on television, at remotes, and during conventions, students are expected to be young professionals who model exemplary behavior. Any of the following actions are grounds for *immediate dismissal* from the staff and loss of credit for the course:

- \*poor radio shows which include mismanagement of equipment or inappropriate material that violates school or district guidelines or which causes any negative reports from school administration or cafeteria supervision personnel
- \*neglect of television show deadlines or inappropriate material which violates school or district guidelines
- \*negative classroom, hallway, or studio behavior which jeopardizes the safety of students, which creates distractions for other classes, or which threatens to damage equipment
- \*negligent treatment or damage of any radio or television equipment—A student will be financially responsible for any damage to equipment while the equipment is in the possession of the student
- \**single or multiple infractions concerning radio shows can result in immediate termination*
- \**violation of rules during a trip to a national convention will result in immediate termination*
- \**students performing C work or less can be terminated by the instructor*

### Assessment

The following list addresses the station's guidelines for daily work and obligations. Student grades are determined by the percentage of total points earned divided by total points possible.

- \*200 points monthly news features
- \*100 points weekly news features
- \*100 points weekly radio shows
- \*100 points weekly committee participation
- \*100 points event participation

### Equipment

Students in KSMS have the opportunity for using school equipment (computers, cameras, tripods, headphones, and microphones) for the production of news features. All equipment must be treated with extreme care and respect. The damage or loss of equipment reduces our ability to complete our projects and curriculum. Equipment must be checked out by signing it out in the equipment check out book. The equipment must be picked up after school and returned before school the next morning. *Students will be accountable and responsible for any equipment checked out in their name which becomes missing or damaged or nonfunctioning.* The student who signs out the equipment is responsible for the equipment and the costs associated with the repair or replacement of equipment if the equipment is broken or lost.

Students participating in an organization which represents the school must exhibit professional standards of behavior and decorum. In order to be successful in this course, students must be organized, managed, and responsible, as well as creative, cooperative, and positive. High standards and expectations are stressed because KSMS seeks to distinguish itself at the local, regional, and national levels as a radio and television station which performs superior work.

I, \_\_\_\_\_, have read the course information provided by school and the instructor and agree to the conditions for participation in KSMS. My signature indicates that I understand and approve the enrollment and participation contract for KSMS and acknowledge and assume the responsibilities, risks, and consequences of my participation in the course.

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

\_\_\_\_\_  
Date

We the parent(s)/guardian(s) of \_\_\_\_\_ have read the course information provided by school and the instructor and agree to the conditions for participation in KSMS. My/Our signature(s) indicate that I/we understand and approve the enrollment and participation of my/our student in KSMS and acknowledge and assume the responsibilities, risks, and consequences of my/our child's participation in the course.

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

\_\_\_\_\_  
Date