



WDHS Advanced Classes Contract

Spring 2019

The Advanced Movie Making and Advanced Video classes are producing large scale projects. Completing these projects requires a commitment from all students. As a student, I agree to the following conditions:

Fundraising

These productions are expensive and we need everybody to contribute. Therefore, I agree to help fund the project in the following ways:

- I will contribute \$12 to the production fund. If I am unable to meet this, I will discuss this with Mr. Rauscher
- I will participate in fundraisers. When volunteers are needed, I will volunteer.
- I will not waste money. When I am tasked with purchasing things I will make good choices.
- I will save receipts.

Interpersonal Conduct

Working as a team is essential to completing any film or video project. Therefore I agree to the following rules about working together.

- I will show respect to other people on set.
- I will refrain from abusive, insulting language.
- There will be bad times. I will not take out frustrations on other people.
- I will do my best to solve problems rather than place blame.
- I will remember this is supposed to be fun.

Expectations

We all depend on each other. We need to live up to expectations. Therefore, I agree to meet the following expectations.

- I will show up on the days I am expected to.
- I will show up on time.
- I will come to set prepared, knowing what we're doing that day and with all the tools I need to work.
- I will dress appropriately for the weather-- including socks.
- I will complete the duties listed in my job description.
- When my job is complete, I will help anybody else on set who needs my help.
- I will observe the philosophy of "ninja ready," appearing engaged and ready to work.
- I will sign up for the Remind list (<https://www.remind.com/join/rauscha>). I will check it frequently and respond promptly.

Equipment

There is a great deal of equipment at WDHS. Access to it is a privilege. Therefore, I agree to the following rules regarding equipment use.

- I will sign out equipment every time I use it-- even in the classroom or studio.
- I acknowledge that I will be responsible for equipment I use.
- I will not use equipment that I do not know how to use. I will ask to train on new equipment.
- I will return equipment on time. If I do not return on time, I can be charged late fees.
- If I use equipment, I will put it away.
- If I break something, I will inform the Equipment Manager and Mr. Rauscher immediately.
- While wear and tear and accidents do happen, I may be held responsible for equipment that is damaged due to negligence, misuse, malice, or through my poor choices.
- Violating these equipment policies may result in my losing check out privileges.

Scheduling

Sticking to a schedule is the most challenging thing about filmmaking. Therefore, I agree to the following rules about scheduling.

- I will show up at my assigned call time.
- When asked, I will make accurate and realistic schedules and time estimates.
- On set, I will stick to the schedule and do my best not to run over.
- I will fill out the attached form regarding schedule and be honest.
- I will not make unrealistic commitments.
- If my schedule changes, I will immediately inform my AD, Producer, Executive Producer (Eman), and Mr Rauscher

I agree to all of the above responsibilities.

Print Name: _____

Date: _____

Signature: _____

Scheduling Worksheet

Name: _____

Other time commitments you have made (extracurriculars, jobs, late classes, etc):

Specific Days Already Committed (example: May 25th - Twins' Birthday Party):

Weekly Commitments:

Day of Week	Name of Commitment	Time (from - until)
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Regular Commitments with changing schedules:

Name of Commitment (example: Job)	Estimated Weekly Hours	Usual Days	When get schedule (example: Thursday before)