



September 2015

Thank you for being a part of the Yearbook Staff this year!

Over the course of the year, we will meet to design and organize the layout of pages. We also will arrange for the sale and distribution of the yearbook at the end of the year. From time to time, we will check in with our Jostens' representative, Mr. Straub. Meetings will start right after dismissal and last for approximately 30-45 minutes. I don't have a set number of meetings planned; meeting times will be determined by the deadlines we are given over the course of the year. *I will do my best to give you as much notice of meetings as I can.*

If you would like to take pictures for the yearbook, please remember that you need permission to leave class to take photos of school-related events and assemblies during the school day. You also need to make sure that students and staff know that you are yearbook photographers. You will get a pass and Yearbook Staff Tag when you sign out cameras to take pictures of school events.

Please feel free to contact me through email (matillak@tesd.net) or by stopping by my room (204) before or after school.

Sincerely,
Mrs. Matilla

ACTIVITY FEE FOR YEARBOOK STAFF NOTICE

*The Tredyffrin/Easttown School District charges an activity participation fee to offset some of the expenses of extra-curricular programs. The established fee is \$50, which covers participation in one **or more** sports or activities. Any student who participates in one or more of these activities (including Yearbook) must pay the \$50 fee. Students participating in the free or reduced price lunch program will not be required to pay this fee. For more information and a list of activities, please see: <http://www.tesd.net/Page/8479>. The fee may be paid online or by mail. Do not pay this fee at the schools, and do not submit payment to club advisors.*

Please complete bottom portion and return to Mrs. Matilla. Thank you!

I give my child _____ permission to join the Yearbook Staff. I have read the letter and agree to pay required the Activity Fee.

Parent/guardian signature

Date

STUDENTS: Please provide your school username and a password (at least 6 characters & ONE number) to use when logging into our yearbook design site. Thank you!

TEMS USERNAME

PASSWORD