

REFLECTIONS 2011-2012 TRAINING

Diversity Means



NEW PACKAGING REQUIREMENTS

- ✘ Pack the entry, CDs ,the Student Entry Form, and Consent Form in a large manila envelope that opens and closes with a clasp. Do not glue the envelope shut, as it needs to be able to be opened and closed through various stages of judging. The envelope must be 8.5 x 11 inches, as the forms inside must not be folded

Do not abbreviate any PTA name!

CORRECT LABELING

- ✘ Label the outside of the clasp side of the envelope as follows:
- ✘ **state abbreviation.arts category.grade level.student last name.student first name**
- ✘ Example: pa.photography.mid.smith.mary



STUDENT FORMS

- ✘ Student Entry Forms completely filled out, including:
 - + PTA ID number (found in upper left corner of PTA mailing labels)
 - + Original signatures of student and parent, if student is 18, not required of parent
 - + Required labeled Artist Statement and Consent Form(s)



PTA Reflections Program | STUDENT ENTRY FORM

Directions: Completely fill out the form down to and including the required signatures. Leave the boxed area for local PTA information blank. If you need more space, use an extra sheet of paper. Be sure to label any additional pages.

Grade: _____

Age: _____

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Grade Division (check one)

Primary: preschool–grade 2

Intermediate: grades 3–5

Middle: grades 6–8

Senior: grades 9–12

Arts Area (check one)

Dance Choreography

Film Production

Literature

Musical Composition

Photography

Visual Arts

Title of Work (Required): _____

Required Artist Statement:

Explain how your work relates to the theme. (Maximum 250 words)

REQUIRED INFORMATION

Dance Choreography: Name(s) of performer(s): _____

Film Production: Name(s) of person(s) appearing in your film: _____

Did you use film-editing software? If so, which software? _____

Dance Choreography and Film Production: Credit the background music below (title, composer, and performer). _____

Musical Composition: Check one: Traditional Instrumentation Midi Instrumentation

Name(s) of person(s) who performed your composition: _____

Did you use music composition software? If so, which software? _____

Photography: Location/date of shot: _____

Describe the type of camera and process used in preparing the piece. _____

Visual Arts: Describe the medium (crayons, oil on canvas, etc.). _____

Photography and Visual Arts: Dimensions of the work in inches, including mat. L _____ W _____

Student's first name _____ Middle intl. _____ Last name _____

Address _____ Address 2 _____

City _____ State _____ ZIP _____

Phone (____) _____ E-mail _____

I grant to National PTA an irrevocable, unlimited license to display, copy, sell, sublicense, publish, and create and sell derivative works from, my work submitted for the Reflections Program. National PTA is not responsible for lost or damaged works. Entries may not be returned. I understand that I must participate in the Reflections Program through a PTA/PTSA in good standing. I affirm that this is my own original work. I understand that the submission of my entry into the Reflections Program constitutes acceptance of the above condition.

→ _____
Full Signature of student

→ _____
Signature of parent/legal guardian (necessary if child is under 18 years)

Additional Required State Information:

TO BE COMPLETED BY LOCAL PTA Check one: PTA PTSA Local eight-digit PTA ID: _____

Local chair name _____ Full and Official PTA/PTSA name _____

PTA address _____ City _____ State _____ ZIP _____

E-mail _____ Phone (____) _____

Local PTA good standing status: Per State By-Laws Yes No missing requirements _____



**PTA Reflections Program
Consent Form**

Important note for Reflections Participants: This completed form must accompany the artwork submission and Student Entry Form if a person's recognizable image or voice is included in the submission. Signatures are required. If individual is under age eighteen, a parent or guardian must sign the form. This form is required for the 2011-2012 program year.

For Use of a Student's Image or Voice

I give my permission for my son/daughter, _____ (NAME), to participate in the taping, photographing, or audio recording of an entry in the PTA[®] ReflectionsSM Program. I give consent for the student's voice and or image to be included in the entry. This entry may be used an unlimited number of times in perpetuity in connection with the PTA Reflections Program or other National PTA purposes. I understand that entries may be judged at the local, regional, state, and national level. Entries may be displayed at a school or at another public area, including the Internet.

Name of student submitting the entry: _____

I have read and understand the rules of the Reflections Program.

Student Name

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

For Use of an Adult's Image or Voice

I am 18 years of age or older and I consent to participate in the taping, photographing, or audio recording of an entry in the PTA[®] ReflectionsSM entry.

This entry may be used an unlimited number of times in perpetuity in connection with the PTA Reflections Program or other National PTA purposes. I understand that entries may be judged at the local, regional, state, and national level. Entries may be displayed at a school or at another public area, including the Internet.

Name of Student Submitting the Entry: _____

Name of consenting adult: _____

Date

Signed: _____

RULES FOR ALL CATEGORIES: Must fill in Title of Work and Artist Statement on each entry must be in a manila envelope (8.5"x11") with clasp and labeled on back as: state abbreviation.arts category.grade level.student last name.student first name

Please note, not all Pennsylvania Rules are the same as National rules. You MUST adhere to the Pennsylvania Rules. In order to enter into PA PTA Reflections program the student MUST ATTEND the school in which their entry is submitted and the PTA be in good standing.

LITERATURE:

- must not exceed 2,000 words
- original and student entry form in the manila envelope with electronic copy saved as doc file or pdf file on CD requested along with student entry form

MUSIC COMP.:

- may be voice, instrument or combination of both
- CD (no cassette) placed in a plastic container
- label CD and container as described above
- student entry form and consent forms in hard copy and requested electronic copies saved on CD as doc or pdf file inside manila envelope saved as mp3
- less than 5 minutes in length**
- must include score (age appropriate) not to exceed 8.5x11" if not saved on CD
- students are not required to perform their own composition (i.e., band)

VISUAL ARTS:

- must be flat (nothing 3 dimensional can extend off surface of artwork)
- not to exceed 8x10" (including a mat) and 3/8" in thickness
- place student entry form in manila envelope along with requested CD copy of paper work and jpeg image of art work
- art work may be up to 24x30" if CD image saved as jpeg sent in envelope**
- NO shrink-wrap, plastic cover, lamination, or frames**

FILM/VIDEO

- must be original fiction/nonfiction work relating to theme
- student must be the director, screenwriter and cameraperson
- less than 5 minutes in length**
- submit CD in a plastic container labeled as stated above
- place CD inside manila envelope
- place student entry form and consent forms in manila envelope along with CD copy of paper work saved as pdf or doc files requested
- Submission MUST use .flv formatting**
- DO NOT list NAME in credits or any where on film production

DANCE:

- entries must be less then 5 minutes in length**
- must submit a CD of performance of choreography
- all entries must be labeled as stated above and saved in flv format only**
- place student entry form and consent forms in manila envelope along with CD copy of paper work requested
- there may be up to 3 dancers performing the choreography
- DO NOT introduce or say names any where or during the dance video

PHOTOGRAPHY:

- must be mounted (on a sturdy material)
- NO shrink-wrap, plastic cover, lamination, or frames**
- place student entry form in manila envelope along with CD copy of paper work and jpeg copy of image
- a single print or collage not to exceed 8x10" (including mat)**

CHECKLISTS

LITERATURE

- ✘ must not exceed 2,000 words
- ✘ original inside the manila envelope with requested electronic copy of all forms and paper work saved as doc file or pdf file on CD
- ✘ students information as described above written neatly and clearly on the back of each hard copy page and numbered.

MUSIC

- ⦿ may be voice, instrument or combination of both
- ⦿ CD (no cassette) placed in a plastic container
- ⦿ label CD and container as described above
- ⦿ student entry form and consent forms in hard copy and electronic forms requested inside manila envelope on CD saved as doc or pdf file and music file saved as mp3 file only
- ⦿ less than 5 minutes in length
- ⦿ (must include score middle & senior age) not to exceed 8.5"x11"
- ⦿ students are not required to perform their own composition (i.e., band)

DANCE

- ✘ entries must be less than 5 minutes in length
- ✘ must submit a CD of performance of choreography
- ✘ all entries must be labeled as stated above and saved in flv format only:
- ✘ place student entry form and consent forms in manila envelope along with CD requested copy of paper work
- ✘ there may be up to 3 dancers performing the choreography
- ✘ DO NOT introduce or say names any where or during the dance video

FILM PRODUCTION

- ✗ must be original fiction/nonfiction work relating to theme
- ✗ student must be the director, screenwriter and cameraperson
- ✗ less than 5 minutes in length
- ✗ submit CD in a plastic container labeled as stated above
- ✗ place CD inside manila envelope
- ✗ place student entry form and consent forms in manila envelope along with requested CD copy of paper work
- ✗ Submission **MUST** use .flv formatting
- ✗ **DO NOT** list NAME in credits or any where on film production

VISUAL ARTS

- ✘ must be flat (nothing 3 dimensional can extend off surface of artwork)
- ✘ not to exceed 8"x10" (including a mat) and 3/8" in thickness (exception: can be up to 24"x30" only if JPEG image on CD is provided)
- ✘ place student entry form in manila envelope along with CD copy of paper work is requested and jpeg file
- ✘ artwork on paper, cardboard, canvas, etc. (mount paper on cardboard mats)
- ✘ NO shrink-wrap, plastic cover, lamination, or frames

PHOTOGRAPHY

- ✘ must be mounted (on a sturdy material)
- ✘ NO shrink-wrap, plastic cover, lamination, or frames
- ✘ place student entry form in manila envelope along with CD copy of paper work and jpeg copy of image requested
- ✘ a single print or collage not to exceed 8" x 10" (including mat)

GENERAL FORMS

- ✘ Appropriate PTA Participation Form completely filled out, labeled and sent on CD to the next level up. Electronic Copy emailed to National PTA at Reflections@pta.org
- ✘ Master Entrants Form is completely filled out, labeled and provided on same CD to the next level up.

WINNING ENTRIES

- ✘ Request Each level to pass on a CD for each arts category
- ✘ One folder on each CD for each student with all paperwork saved properly
- ✘ All paperwork should be saved in either pdf or doc formatting
- ✘ All images saved as jpeg
- ✘ Music as mp3
- ✘ Dance and film as flv

WINNING ENTRIES CONTINUED

- ✘ Each entry must be in a manila envelope with clasp and properly labeled on the clasp side.
- ✘ Nothing should be taped or stapled anywhere on the envelope
- ✘ You must also have a master CD labeled with your local, council, or region
- ✘ Master CD needs to include the master entry form and participation forms for all levels
- ✘ You must also send a copy via email to National

PROPER LABELING

- ✘ All electronic files must be saved with names using the following naming convention:
- ✘ **state abbreviation.arts category.grade level.student last name.student first name. (doc/pdf/mp3/pdf/flv)**
- ✘ All pages of hard copy documents, including the Student Entry Form, Consent Form(s), literature entries, Artists Statements, and other documents must also be labeled using the name above. Please label each document in the bottom right hand corner.
- ✘ Visual Arts and Photography entries must be labeled only on the back of the artwork and must not be labeled on the front

COPYRIGHTS

- ✘ Use of copyrighted material is prohibited in the literature, musical composition, visual arts, and photography categories. This includes the use of copyrighted cartoon characters or other such material.
- ✘ Examples of copyrighted materials:
- ✘ Cartoon characters from television, videos, and comic books are copyrighted. Even if the character is in a new setting, the character itself is copyrighted and is not to be used.
- ✘ Copyrighted material from the Internet is not to be used.
- ✘ Advertisements and advertising ideas from print, film, TV, or radio are not to be used.
- ✘ Using a musical theme from an existing copyrighted composition (printed music) is not acceptable.
- ✘ Copyrighted recorded music is not to be used.
- ✘ Copyrighted photographs, especially from print media, are not to be used.
- ✘ Copyrighted photographs or stock photography may not be used as a subject for any visual arts entries.

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- ✘ In order to enter the PA PTA Reflections program student must attend the school in which their entry is being submitted and have a PTA in good standing.
 - ✘ Each local unit and on up must submit an electronic copy of the master spread sheet and participation form on CD to move to each level.
 - ✘ Any questions contact Holly Feldman at hfeldman@papta.org