

REFLECTIONS HANDBOOK

2004-2005

Theme: A Different Kind of Hero



2004–2005 National PTA Reflections Program GENERAL STUDENT PARTICIPATION RULES Theme: A Different Kind of Hero

Please copy and distribute this information to all participants. Students must adhere to the following general rules as well as the rules for each specific arts area.

General Student Participation Rules

1. Theme

The theme for the 2004–2005 program is “A Different Kind of Hero.” **Only new pieces of artwork inspired by the theme are acceptable.**

2. Student Eligibility Through Local PTA

Students must participate in the Reflections Program through a PTA/PTSA in good standing. Parent groups not affiliated with National PTA are not eligible to sponsor this program. It is the responsibility of the state and local PTA/PTSA to determine each student’s eligibility in the Reflections Program.

A student may develop an entry in or outside of school.

3. Grade Divisions

Students may enter the Reflections Program in the appropriate division for their grade. The divisions are as follows.

- Primary – Preschool–Grade 2
- Intermediate – Grades 3–5
- Middle/Junior – Grades 6–8
- Senior – Grades 9–12

If students do not fall under specific grade divisions, National PTA suggests that they be grouped as follows.

- Primary – up to age 7
- Intermediate – ages 8–10
- Middle/Junior – ages 11–13
- Senior – ages 14+

It is the responsibility of the local PTA/PTSA to determine the appropriate division if necessary.

4. Arts Areas

Students may submit works in any of the four arts areas.

- Literature
- Musical Composition
- Photography
- Visual Arts

National PTA does not limit the number of entries a student may submit.

5. Children with Disabilities

National PTA believes that each child with a disability should be provided a free and appropriate public

education. Therefore, the Reflections Program at the national level does not have a special division for students with disabilities. National PTA believes it is the right of parents to place their child in the Reflections Program grade division that best reflects the child’s developmental age. However, guidelines for state and local Reflections Programs vary. Check with your state PTA for guidelines.

6. Deadlines

Each student must submit his or her work by the deadline established by his or her local PTA/PTSA. Each local PTA/PTSA sponsoring the program will set a deadline for entries in adherence with the state, district, and council needs. These entries are judged and the selected works are forwarded to the next level of judging (council, district, or state). Direct all questions regarding deadlines or rules to your state PTA or state arts chair. **National PTA does not have deadlines for local, council, district, or state PTAs.**

7. Judging

All national entries are judged on artistic merit, creativity, and interpretation of the theme.

The Reflections Program makes no restriction on content or subject in artwork. Students who are submitting entries need to meet school, local, or state PTA standards. Judges review entries based upon creativity, artistic merit, and interpretation of the theme.

Each PTA determines its own judges for the program. Under no conditions may parents or students contact the judges to dispute the status of an entry. All decisions of judges are final.

8. Award Recipient Notification

State arts chairs will notify students who receive national recognition. State arts chairs will submit original photography and visual arts pieces to National PTA for the creation of a video and new Reflections Program website gallery. Award winning entries **will not** be returned until after the VAPTA Convention in November of 2005.

9. Further Information

Only your state PTA office and state PTA arts chair can provide you with information about your state’s Reflections Program rules and deadlines.

National PTA 2004-2005 Reflections Program

Theme:

A Different Kind of Hero

Official Entry Form

Directions: Please print clearly. Completely fill out the form down to and including the required signatures. Leave boxed area blank for local PTA information. For more writing space, use the back of this form or an extra sheet of paper.

	Grade Division (check one)		Arts Area (check one)
Grade _____	_____ Primary: Preschool-Grade 2	_____	_____ Literature
Age _____	_____ Intermediate: Grades 3-5	_____	_____ Musical Composition
	_____ Middle/Junior: Grades 6-8	_____	_____ Photography
	_____ Senior: Grades 9-12	_____	_____ Visual Arts
Title of work (if any) _____			
Optional artist statement _____			

Required Information

Photography and Visual Arts: give the dimensions of work in inches, including mat. _____

Photography: describe the process in preparing the piece. _____

Visual Arts: describe the media (crayons, oil on canvas, etc.). _____

Musical Composition: respond to the following.

Circle one: Traditional instrumentation Synthesizer

Who performed your composition for your recording? _____

Was a computer used? If so, name the software and hardware. _____

Are lyrics included? If so, how do your lyrics complement your composition? _____

Fold here

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

Address 1 _____ Address 2 _____

City _____ State _____ ZIP _____

Phone () _____ E-mail address _____

National PTA includes the state, district, council, or local PTA/PTSA organization or unit. I grant National PTA permission to use my works for commercial or noncommercial use, including but not limited to public presentation of the work and reproduction of the work in print, electronic, and multimedia formats to promote the Reflections Program. National PTA may continue to use my work as long as it has access to a copy or to a slide. 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 the above conditions.**

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

To be completed by local PTA		Circle one: PTA PTSA	
Local chair first name _____	Local chair last name _____	Phone () _____	
E-mail _____	PTA/PTSA name _____		
PTA address _____	City _____	ZIP _____	
Local Eight Digit National PTA ID <u>00</u>			

Local PTA good standing status	Membership dues date paid _____	Insurance paid date _____	Bylaws approval date _____
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2005 NATIONAL PTA REFLECTIONS PROGRAM

LITERATURE RULES

Theme: A Different Kind of Hero

Please copy and distribute this information to all participants. Students must adhere to the general rules as well as the following Literature Rules.

DESCRIPTION

Literature entries may be works of fiction or nonfiction. Prose, poetry, and drama are all accepted.

Whether an entry uses a variety of techniques or a simple approach, it will be judged primarily on how well the student uses his or her artistic vision to portray the theme. Technique is less important than a well-developed concept.

ORIGINALITY

Each entry must be the original work of one student only. An adult may not alter the creative integrity of a student's work. Because the program is designed to encourage and recognize each student's individual creativity, help from an adult or collaboration with other students is not allowed. **Use of copyrighted material is prohibited. Literature entrants are not to borrow from copyrighted material.**

Plagiarism is defined as to take and use another person's ideas or writings or inventions as one's own. Plagiarized entries will be disqualified and returned to the student.

ENTRY FORM

All participants are required to fill out in its entirety and sign the **OFFICIAL ENTRY FORM**. Students who have not completely filled out the form will not be eligible for the program. In situations where a student cannot fill out the entry form or write legibly, a parent may sign her or his child's name.

Students have the option of placing the title of their work on the **OFFICIAL ENTRY FORM** and answering a few questions about how they created the work as indicated by the arts area rules.

JUDGING

All national entries are judged on artistic merit, creativity, and interpretation of the theme.

PRESENTATION

- Entries must not exceed 2,000 words.
- One original and one copy are to be submitted.
- Entries can be handwritten or typed, either on a typewriter, or with a computer.
- Number all pages

- Entries are to reflect grade-appropriate grammar, punctuation, and spelling.
- Format
 - Submit entries on any kind of paper, not to exceed 8½ inches by 11 inches in size.
 - Submit the original and one copy in a manila file folder with the Official Entry Form stapled to the back of the folder.
 - Do not mount entries.
 - **Write the student's name on the back of each page in case pages become separated.**
- Collections of poems or short stories are not acceptable. A student may submit more than one work, but each one must be submitted separately.

ASSISTANCE

Dictation and typing

- Students may have their entries typed by another person as long as the original work or a copy of the original work is attached.
- Students who are physically challenged or students in kindergarten or 1st grade may dictate to another person who may type or write down the original work.
- **Transcribers should make every attempt to retain the same level of language and accuracy that is reflected in the student's original entry.**

Translation

- Students for whom English is not their first language may submit a literature entry in their own language. An interpretive translation must accompany the entry.
- **Translators should make every attempt to retain the same level of language and accuracy that is reflected in the student's original entry.**

OPTIONAL ARTIST STATEMENT

On the Official Entry Form, describe what inspired you to do this work.

State Specific Rules: Please submit an original and a copy of each entry. All entries must be accompanied by a complete Official Entry Form, as well as a copy of that form. Make a copy of each entry and Official Entry Form to retain before submitting to the next level for judging. PLEASE follow all instructions in Presentation section above.

2004–2005 NATIONAL PTA REFLECTIONS PROGRAM

MUSICAL COMPOSITION RULES

Theme: A Different Kind of Hero

Please copy and distribute this information to all participants. Students must adhere to the general rules as well as the following Musical Composition Rules.

DESCRIPTION: A musical composition entry may be for voice, instruments, or a combination of voice and instruments. Lyrics may or may not be included in vocal compositions. The composition is not to exceed five minutes.

The entry can incorporate such techniques as MIDI sequencer software or synthesized performance. It must be played in real time and prepared by hand or on computer paper appropriate for instrumentation and voicing. The entry may not include imported MIDI or other source files, or use algorithmic composition software.

Whether an entry uses a variety of techniques or a simple approach, it will be judged primarily on how well the student uses his or her artistic vision to portray the theme. Technique is less important than a well-developed concept.

ORIGINALITY

Each entry must be the original work of one student only. An adult may not alter the creative integrity of a student's work. Because the program is designed to encourage and recognize each student's individual creativity, help from an adult or collaboration with other students is not allowed. **Use of copyrighted material is prohibited. Musical composition entrants are not to borrow from copyrighted material.**

Plagiarism is defined as to take and use another person's ideas or writings or inventions as one's own. Plagiarized entries will be disqualified and returned to the student.

ENTRY FORM: All participants are required to fill out in its entirety and sign the **OFFICIAL ENTRY FORM**. Students who have not completely filled out the form will not be eligible for the program. In situations where a student cannot fill out the entry form or write legibly, a parent may sign her or his child's name.

Students have the option of placing the title of their work on the **OFFICIAL ENTRY FORM** and answering a few questions about how they created the work as indicated by the arts area rules.

JUDGING: All national entries are judged on artistic merit, creativity, and interpretation of the theme.

PRESENTATION

- Students must submit musical notation as required by their age division.

—Primary & Intermediate: No notation is required. Iconic notation may be submitted. Iconic notation is "made-up" notation.

—Middle/Junior & Senior: Notation, including traditional, tablature, or electronic, is required. The notation should aid the listener and serve as a guide through the piece.

—Adults may not assist. Physically challenged students may dictate to another person who may write the notation. The quality or accuracy of the notation and performance support the musical idea, but they are not considered judging criteria.

- The entry may not exceed five minutes in length.

- Students are not required to perform their own compositions. A student's composition may be performed by a group.

- Score size

- Entries should be no larger than 11 inches by 14 inches.
- Band and orchestra compositions may be 11 inches by 16 inches.
- Do not mount or bind the scores.

Recording requirements

- All age divisions must submit an audiocassette or CD recording of the composition.
- Submit audiocassettes or CDs in a plastic or cardboard container, *both* identified with the student's name, grade division, state, and year.
- Pack the audiocassette or CD with the manuscript (if required) in a large envelope.
- Secure the Official Entry Form to the outside of the envelope with masking tape.

Recommendations for quality recordings

1. Make the room you record in as quiet as possible. Close windows and turn off all noise-making devices in the room, such as air-conditioners, fans, telephones, etc. Do not place the recording device on top of an instrument or speakers.
2. If recording on cassette, use *Dolby B Noise Reductions* to reduce background tape hiss.
3. Don't record at too loud a level (in the red zone on the meter) or too soft (meter barely moving).
4. Record a short test and listen to it, while watching the meter. If needed, improve recording quality by changing the record volume or microphone location.
5. If using tape, rewind to beginning, record 15 seconds of silence, and then begin performing your composition. Finish with another 15 seconds of silence. CD submissions may reduce silence to two seconds.

REQUIRED: On the Official Entry Form, please answer the following:

- Who performed your composition?
- Was traditional instrumentation or a synthesizer used?
- If you used MIDI, what software and hardware did you use to compose your work?
- If you included lyrics, how do they work with your composition?

OPTIONAL ARTIST STATEMENT: On the Official Entry Form, describe what inspired you to create this work.

State Specific Rules: Submit an original and a copy of a cassette or CD recording, and two copies of the score, to the next highest level. All entries must be submitted with the original completed Official Entry Form for the current year, as well as a copy of that form. Please follow Quality Recording Instructions.

2004–2005 NATIONAL PTA REFLECTIONS PROGRAM

PHOTOGRAPHY RULES

Theme: A Different Kind of Hero

Please copy and distribute this information to all participants. Students must adhere to the general rules as well as the following Photography Rules.

DESCRIPTION

A photographic entry must be an original black-and-white or color image, or a group of images, produced by a photographic process. The entry must relate to the theme.

The entry can incorporate such techniques as montage, multiple exposure, negative sandwiches, and photograms. Images may be manipulated conventionally or digitally. Images should demonstrate the student's proper use of photographic techniques such as depth of field and exposure. They can be made using various lenses, filters, and light sources. Photographs with added graphics over the image, including lettering, are not acceptable.

Whether an entry uses a variety of techniques or a simple approach, it will be judged primarily on how well the student uses his or her artistic vision to portray the theme. A well-developed concept is more important than technique.

ORIGINALITY

Each entry must be the original work of one student only. An adult may not alter the creative integrity of a student's work. Because the program is designed to encourage and recognize each student's individual creativity, help from an adult or collaboration with other students is not allowed. **Use of copyrighted material is prohibited. This includes the use of copyrighted cartoon characters or other such material in visual arts or photography entries.**

Plagiarism is defined as to take and use another person's ideas or writings or inventions] as one's own. Plagiarized entries will be disqualified and returned to the student.

ENTRY FORM

All participants are required to fill out in its entirety and sign the **OFFICIAL ENTRY FORM**. Students who have not completely filled out the form will not be eligible for the program. In situations where a student cannot fill out the entry form or write legibly, a parent may sign her/his child's name.

Students have the option of placing the title of their work on the **OFFICIAL ENTRY FORM** and answering a few questions about how they created the work as indicated by the arts area rules.

RETURN OF ARTWORK

Please contact your state PTA for the artwork return policy. If your entry receives a national-level award, your original artwork will be used to prepare the Reflections Program virtual exhibit. Following the completion of the website, the National PTA will make every effort to return your artwork by early 2006. National PTA does not return music and literature entries.

JUDGING

All national entries are judged on artistic merit, creativity, and interpretation of the theme.

PRESENTATION

- Print the entries on paper or other two-dimensional material.
- Mount all prints on a cardboard mat, poster board, or some other sturdy material.
- Shrink-wrap or transparent plastic covering optional but highly recommended.
- Framed entries, original film (negatives or transparencies), and multi-dimensional pieces are not accepted.
- Place Official Entry Form in a sheet protector and tape (with masking tape) to the back of the photograph on top of the shrink-wrap.
- A single print or collage may not exceed 11 inches by 14 inches including a mat.

REQUIRED

On the Official Entry Form, describe the process used in preparing the piece.

OPTIONAL ARTIST STATEMENT

On the Official Entry Form, describe what inspired you to create this work.

State Specific Rules: PLEASE OBSERVE SIZE RESTRICTIONS. NO PHOTOGRAPHY ENTRY IS TO EXCEED 11" X 14" INCLUDING MAT. See presentation section above for instructions on attaching the Official Entry Form to the photography entry. All entries must be submitted with the original completed Official Entry Form for the current year, as well as a copy of that form. Make a copy of each entry and Official Entry Form to retain before submitting to the next level for judging.

2004–2005 NATIONAL PTA REFLECTIONS PROGRAM
VISUAL ARTS RULES
Theme: A Different Kind of Hero

Please copy and distribute this information to all participants. Students must adhere to the general rules as well as the following Visual Arts Rules.

DESCRIPTION

A visual arts entry must be an original print, drawing, painting, collage, photographic collage, metal etching or punch work, fiber work, or computer generated art that relates to the theme.

Whether an entry uses a variety of techniques or a simple approach, it will be judged primarily on how well the student uses his or her artistic vision to portray the theme. Technique is less important than a well-developed concept.

ORIGINALITY

Each entry must be the original work of one student only. An adult may not alter the creative integrity of a student’s work. Because the program is designed to encourage and recognize each student’s individual creativity, help from an adult or collaboration with other students is not allowed. **Use of copyrighted material is prohibited. This includes the use of copyrighted cartoon characters or other such material in visual arts or photography entries.**

Plagiarism is defined as to take and use another person’s ideas or writings or inventions as one’s own. Plagiarized entries will be disqualified and returned to the student.

ENTRY FORM

All participants are required to fill out in its entirety and sign the **OFFICIAL ENTRY FORM**. Students who have not completely filled out the form will not be eligible for the program. In situations where a student cannot fill out the entry form or write legibly, a parent may sign her or his child’s name.

Students have the option of placing the title of their work on the **OFFICIAL ENTRY FORM** and answering a few questions about how they created the work as indicated by the arts area rules.

RETURN OF ARTWORK

Please contact your state PTA for the artwork return policy. If your entry receives a national-level award, your original artwork will be used to prepare the Reflections Program virtual exhibit. Following the completion of the website, National PTA will make every effort to return your artwork by early 2006. National PTA does not return music and literature entries.

JUDGING

All national entries are judged on artistic merit, creativity, and interpretation of the theme.

PRESENTATION

- All art must be flat and not exceed more than a 3/8-inch thickness. This includes all two-dimensional materials and images including small, flat items, such as string, fabric, and screening that have maximum surface contact with the face of the image. Nothing three-dimensional may extend off the surface of a work, including noodles, beans, beads, and boxes.
- No art may exceed 24 inches by 30 inches, including a mat.
- Entries may be submitted on paper, canvas board, cardboard, hot or cold pressboard, or canvas (not to exceed 3/8-inch thickness).
- Mount all paper or canvas entries on sturdy cardboard mats, but not in wooden, metal, plastic, or glass frames.
- Shrink-wrapping is optional but highly recommended.
- Lamination is discouraged because it can permanently damage the surface of the artwork.
- Place Official Entry Form in a sheet protector and tape (with masking tape) to the back of the artwork on top of the shrink-wrap.

WORKS NOT ACCEPTED

- Sculpture, ceramics, jewelry, and other three-dimensional artwork.
- Reproductions and enlargements of other artwork.

OPTIONAL ARTIST STATEMENT

On the Official Entry Form, describe what inspired you to create this work.

State Specific Rules: ARTWORK MAY NOT EXCEED 24” X 30” INCLUDING MAT. See above presentation section for instructions on attaching entry form. All entries must be submitted with the original completed Official Entry Form for the current year, as well as a copy of that form. Make a copy of each entry and Official Entry Form to retain before submitting to the next level for judging.

NATIONAL PTA

2004–2005 Reflections Program

NATIONAL AWARDS & RECOGNITION

National Awards

In each arts area, National PTA gives out 12 Awards of Excellence – three for each grade division. Up to five Awards of Merit may be chosen in each arts area and grade division.

Award of Excellence recipients receive a \$200 cash award and a silver-plated Reflections medallion. Award of Merit recipients receive a silver-plated Reflections medallion. Additional sponsor gifts may be given.

Outstanding Interpretation Award Recipients

Four Outstanding Interpretation Awards – one from each arts area – are chosen from among all of the Award of Excellence recipients. These four Outstanding Interpretation Awards recognize the most creative interpretation of the theme in each of the arts areas, regardless of grade division.

The four Outstanding Interpretation Award recipients receive the following:

- An expense-paid trip for themselves and one adult to the National PTA Convention in Columbus, Ohio, June 24–26, 2005
- A \$750 arts education award from National PTA
- One gold-plated Reflections medallion
- Additional sponsor-related awards

Notification to students

- All students whose entries reach the national level of judging will receive a letter of congratulations from National PTA in June 2005.
- Recipients of the Award of Excellence and the Award of Merit will be notified in writing in May 2005.
- Outstanding Interpretation Award recipients and their state arts chairs will be notified by telephone in April 2005.

Return of artwork

- National entry award artwork will be featured in the Reflections Program virtual exhibit and gallery video.
- Following the completion of the website and video, National PTA will make every effort to return the artwork in early 2005. National PTA does not return music or literature entries.
- Contact your state PTA for its artwork return policy.