

As a freshman band parent I was unsure of what to expect, where I could help, how much time would be required and most of all how much would it cost. I wanted to be involved but wasn't sure who to ask or where to find information. As the year went by I found that not only other freshman parents but also parents of upper classmen felt the same.

This packet is being provided to answer your questions and give you information about who we are; what we do; where/why parents and students can help and how much time and cost is involved.

WHO WE ARE

The band boosters are simply band and guard parents who want to be involved. There is an executive board which is elected annually and chairpersons for various committees.

Executive Board

- **President:** Oversees the activities of the Membership Committee; Hospitality Committee; Uniform Committee and Nominating Committee
- **Vice President Ways and Means:** Responsible for all fundraising activities and oversees the Ways and Means Committee; Cougar Corner; SODEXHO; Scrip; BINGO; Candy Bar Sales; and the 50/50 Committee
- **Vice President Transportation:** Oversees the logistics of the band, makes sure all vehicles are useable, have drivers when needed, oversees equipment needs as well as the Pit Crew Committee; Band Camp Committee and Tree Sale Committee.
- **Secretary:** Records proceedings of all meetings of the organization as directed by vote
- **Treasurer:** Collects and disperses funds of the organization.
- **Publicity:** Assists with fundraisers, get ads out to local areas, publicize upcoming events, sends plaques and thank you letters to business sponsors. Oversees publishing of the quarterly newsletter.

Booster meetings are held monthly and are open to ALL parents, grandparents, family, friends and band supporters. The annual membership fee is \$5.00 which allows you to vote on items before the board. Yearly memberships are valid June 1st through May 31st.

WHAT WE DO

Chairpersons are responsible for organizing and finding volunteers for each committee.

*Note: **Some** positions offer free admission to games & events*

- Pit Crew: assist with loading/unloading instruments and help move it onto the field
- 50/50 Raffle: sells raffle tickets at football games and events
- Cougar Corner: sells merchandise at football games and events
- Hospitality: provides treats during home football games as well as meals prior to away
- contests/competitions
- Calling Committee: contacts parents regarding events
- Chaperones: rides buses to away football games and events
- Uniforms: responsible for cleaning and mending uniforms
- Band Camp Committee: helps the VP of transportation prepare for camp and help load equipment and luggage prior to departure and unload upon return
- Tree Sale Committee: helps with setting up and tearing down the tree lot; helps staff the lot during week nights and week-end days

The boosters also help organize various activities, programs and fundraising events throughout the year and may include:

- 4th of July Parade
- March-a-Thon
- Arts in the Alley Parade
- Cruise-In
- Preview Night (preview of show week after returning from camp)
- Football Games
- Competitions
- Senior Night (last home football game)
- Host school for MSBA and/or OMEA contests
- Sweetheart Dinner
- End of the Year Banquet
- Spirit Nights at various local restaurants
- Cookie Dough Sale/Pie Sale/Sub Sale/Little Caesars Pizza Kit Sale
- Gordon Food Service
- Concessions at other local events

WHERE/WHY PARENTS AND STUDENTS CAN HELP

As a parent of a band or guard member you will soon learn there is a fee schedule for your child to participate in marching band. These fees cover: general band fee; marching uniform; show fee; band camp; meal fund; summer band shirt; band shorts; band shoes; guard shoes and gloves (wind players). Additional fees maybe assessed for overnight trips if necessary.

NOTE: The boosters offer several fundraisers throughout the year that allow you to earn money to be applied directly to your students account to reduce the amount of money you have to pay out of pocket in fact we have had families earn enough to cover ALL of their fees for a single season and build up a credit to pay for future seasons.

A few ongoing fundraisers are:

- SCRIP gift certificates for local businesses; restaurants; grocery stores and a predetermined % of the sale will be credited to your child's account. Kroger offers a reloadable gift card you purchase for \$5 the card number is linked to your child's account
- SODEXHO selling concessions at OSU athletic events; concerts/events at the Schottenstein Center; Columbus Clippers and Columbus Crew games. Earn up to \$40.00 per person/per event. NOTE: We also help staff Rock on the Range a 2 day concert event in May which is \$100 per person/per day. ADDITIONAL INFORMATION is available at the end of this packet

We encourage all parents and students to participate with the boosters whether it be on a committee or volunteering to help with an event. The more involved parents and students are the more the organization can do. Most importantly being involved builds friendships and camaraderie and teaches responsibility to the kids.

HOW MUCH TIME AND COST IS INVOLVED

There is no required amount of time for volunteering. However the more people we have working the less everyone has to do. We all have families, jobs and other responsibilities and understand how hard it is to commit time to work every football game, event or fundraiser, but together as a group we can make it happen.

Most events are scheduled on week-ends occasionally some will fall on a week-night but all of them are spread out throughout the year.

Typically your time is all the cost involved, however there are instances when we will ask for food donations to help with fundraising events.

THE TAKE AWAY.

The boosters meet the 2nd Monday each month at 7:30pm in the band room. EVERYONE is welcome to attend, even if your child will be a freshman in the fall. It's never too early to open their account and start making deposits.

Remember, when you volunteer for many the events you may receive free admission, so not only are you helping the band; the boosters; and your child you are also helping your own pocketbook!

FEES..IMPORTANT INFORMATION

The band directors and boosters work hard to keep the fees as low as possible, however without them the band would not be able to exist. Individual statements are emailed whenever possible to help us control costs. Please make sure the Treasurer has your most current (and frequently checked) email address.

We do not want financial problems to be an obstacle to students participating in Marching Band. Students and families who are actively participate in fundraising efforts, but are having difficulty with meeting financial obligations or a payment schedule should contact the Band Director. We believe ALL students who want to be in band deserve that chance.

All accounts must be kept current based on the payment schedule. Students whose accounts are not current and are not signed up to participate in fund raising will not perform with the Marching Band or be excluded from marching band activities. Students with accounts in arrears from last year MUST bring their account current before the first performance.

We now offer the ability to have your fees automatically withdrawn from your checking account (we need a voided check) and also the ability to pay fees by credit card

BAND CAMP

Fort Hill Christian Youth Camp
13500 Fort Hill Road
Hillsboro, OH 45133
937-588-2266

www.forthillcamp.org

NOTE: Most cell phones do not get service at camp so it is recommended that you call the number listed above if you need to get in touch with your child. A message will be taken and they will call back.

Fresh, ice cold water is available at all times

What to bring to camp

- Instrument/Equipment /Set Book
- Pencils (they will get lost!)
- Brush/Comb
- Shoes that tie
- Towels (shower size and also beach towels if they will be swimming)
- Alarm Clock
- Sunglasses
- Sunscreen
- Hat
- Baby powder · for chaffing
- Insect Repellent
- Trash Bags
- Cash for Snacks
- Gym Shoes (2 pair)
- Socks (bring extra, they may get wet)
- Sweatshirt/Jacket
- Jeans/Sweatpants
- Light Clothing for 6 days
- Bathroom items - toothbrush, toothpaste, soap, shampoo, conditioner, razor
- Bathing Suit
- Water Jug or bottles of water
- Sheets/Blanket/Pillow (twin size mattresses)
- Snacks - crackers, chips, candy (chocolate not recommended), pop (in cabin only)

- Electricity is available in the cabins however it is not recommended that you DO NOT send items worth value. If anything is lost or stolen it will not be replaced by the band or camp.
- A first aid kit is provided however you may wish to send band-aids and an antibiotic ointment.
- Playing cards, board games
- Flashlight

Each year the underclassmen are allowed to "purchase" a senior through an auction. The senior who is "purchased" is then dressed up the following morning by the student(s) and remains "in dress" for the first half of the day.

If your student would like to participate they must turn in their money to the treasurer the morning we depart for camp and a receipt will be given to them. They will not be allowed to bid on any senior without having funds in their account. There will be no "credit" given. All money earned from the auction will go towards several senior events including Preview Night/senior dinner; Senior Night (last home football game) and the End of the Year Banquet.

Band Camp Rules and Procedures

1. Absolutely NO smoking, drinking of alcoholic beverages or the use of illegal drugs will be permitted
2. Cabins will be inspected periodically by staff
3. Students will be responsible for keeping cabins and bathrooms clean
4. Noise levels must be kept at a reasonable level
5. Campers are responsible for damage done to camp
6. Cabins must pass inspection before we leave on Friday
7. Campers cannot leave campus
8. Practical Jokes/hazing will not be tolerated
9. Students must be dressed appropriately in public
10. Campers are not permitted to have visitors at the camp without prior permission from the band director
11. Students must be in their cabins at the designated times
12. Water balloons, water guns, and shaving cream fights or food fights are not permitted
13. Students may not operate motor vehicles
14. No girls in the boy's cabins and no boys in the girl's cabins
15. Camp is the first full week of August every year, we leave on Sunday morning and return the following Friday. Chaperones are needed to help with camp if you are

interested contact either the VP of Transportation or the President for additional information.

Serious or repeated violations of the band camp rules set above or rules set by the camp staff can result in punishment up to and including being sent home from camp without a refund.

This is a school related function and all school rules apply and students may be punished according to normal school policy. Questions regarding these rules should be addressed to one of the band directors.

SODEXHO

Sodexo is a fundraiser available to WHS marching band/color guard students and their parents. Transportation is provided to and from events.

Our group is assigned a concession stand at the Schott during sporting events and concerts. We then prepare and sell food items including soda, water, nachos, popcorn, hot dogs, pizza, and sandwiches - there is NO vending involved! There is also the chance we will be assigned a cart which typically has 2 people selling Dots ice cream. Some events do have alcohol and students are allowed to work, however students under 21 will never pour, dispense, serve or sell alcohol. Adults working an alcohol event must take a free training class every year.

During the summer we are also able to work baseball games for The Columbus Clippers.

PAY:

Varies depending on the event but typically is \$40.00 per person for concession stands and \$6.50 per person per hour for carts

The money is deposited directly into each student's account. ***Please allow 4-6 weeks after working for the money to be credited***

HOW TO SIGN UP:

A list of upcoming Sodexo events is sent via email and is also posted on the website. If you wish to be on the contact list for Sodexo, please either call or email using the contact information on the website. Sign-up sheets are also posted in the band room.

Prior to the event each volunteer will receive an email or phone call with the time to meet at WHS for carpooling, the arrival time to be at the Schottenstein Center, the time when the gates are open to the public and when the actual event starts. Due to the nature of the fundraiser, once you sign up for an event, you are responsible to work that event unless it is a true emergency. In case of an emergency, we ask that you provide us with as much notice as possible, preferably at least 48 hours so that we can find a replacement for you.

IF YOU DO NOT CALL/SHOW YOUR STUDENT'S ACCOUNT WILL BE CHARGED
\$40

SCHOTTENSTEIN DRESS CODE:

- Black pants or Black Docker pants are ideal, dark black jeans are acceptable. They can not be faded to grey color or a blue jean with a black wash.
- Never, Never are blue jeans to be worn
- Capris and shorts also are never permitted
- Black gym pants, swishy pants, skater or saggy pants, knit yoga like pants are also not acceptable
- Fines will be imposed to groups in violation of dress code
- White Sodexo polo shirt · provided by Sodexo
- Shirts are to be tucked in
- If you choose to wear a shirt (long or short sleeve) under the polo it must be a plain white shirt with no graphics or logos
- Black apron provided by Sodexo
- Aprons are not to be worn folded in half and tied around the waist
- Black visors provided by lead upon arrival
- Visors are to be worn facing front wards, not side ways, upside down or back wards
- You may also purchase your own for \$5.00 which can be deducted from your commission
- Skid resistant shoes
- No open toed shoes
- No backless shoes
- All group members with hair longer than shoulder length must have hair pulled back into a pony tail
- All Group members must wear a name tag on with their organizations name

NOTE: The Black apron, Sodexo shirt, and Visor MUST be turned in to your lead at the end of event. Otherwise, there is a \$15.00 charge!

CLIPPERS STADIUM DRESS CODE:

- Khaki pants, capris or shorts
- White polo shirt
- Comfortable, skid resistant shoes. NO SANDALS!
- Groups purchase own hats
- Aprons will be provided

WHAT TO BRING:

- Picture ID - You must have a valid ID at the time of check-in!
- Driver's License
- State ID Card
- School ID

TRANSPORTATION:

Transportation will be provided to and from events. We will meet in the WHS parking lot by the band room. Times will be included on the sign-up sheets and by emails. Students are responsible for having a ride to WHS before and after the event

If you drive yourself, you must have a parking pass in order to park. Contact your team lead or coordinator for a pass and return after the event. IF YOU CARPOOL, YOU MUST BE ON TIME!

REMINDER: Team leads are usually required to arrive earlier than the rest of the group and have to close out the stand at the end of each event. If you carpool with your team lead you may have to wait for them to finish up which means staying longer than the rest of the group

PARKING for Schottenstein Center:

The Buckeye Lot located north of Schott off Fred Taylor Dr. for most events

Bill Davis Lots located across from Schott off Borrer Dr. for smaller events

A shuttle bus is available from the Buckeye lot and will drop off members at the pass gate door

ARRIVAL:

Check-In with Sodexho at Pass Gate Door 1212

Sodexho management will check-in each person w/proper ID and proper uniform. If you do not sign in, you will NOT receive commission. Once checked in, please report to your assigned location

Check-In at Stand Location

Please sign the sign-in sheet. You will receive your apron and shirt at this time. If you do not sign in you will NOT receive commission

DURING EVENTS:

Your team lead will provide your assignment location and instructions.

You will be in charge of your specific area which maybe beginning inventory; food or area preparation; or restocking food or items

- Breaks
- If you have to leave the area for any reason, please notify your lead prior to leaving
- You must remove your apron and leave in assigned location prior to using restroom
- Food
- Group members are not allowed to have anything that is packaged chips, candy, bottled
- drinks
- You are allowed to have 2 hot dogs, 2 brats, or 2 chicken sandwiches
- Drinks are only allowed in courtesy cups
- You may eat nachos and popcorn as long as you do not use the nacho trays or popcorn boxes, but instead use the drink carriers/courtesy cups
- DIPPIN· DOTS are not free and are not part of the courtesy meal. If you wish to eat dots you must buy them. If you are found eating them without paying for them your account will be docked

AFTER THE EVENT:

All group members are required to help with ending inventory and clean up

Your team lead will let you know when the stand is finished and you are allowed to leave

If you should have any questions or concerns please contact your lead for the event or our Sodexo chairperson.

**WESTLAND HIGH SCHOOL BAND BOOSTERS
EXPENSE REIMBURSEMENT REQUEST**

Name: _____

Date: _____

Purpose of expense: _____

Amount of reimbursement requested (please attach receipts): _____

Approval by committee chair: _____

-Signature and what committee-(marching band, camp meals, hospitality, etc.)

Form of reimbursement: Check: _____ Apply to student account: _____

(Please indicate preferred method of payment)

Name of student if applying to account: _____

Note: Please staple/attach receipts to this form and give to the Treasurer for reimbursement.

For bookkeeping purposes only:

Check number/date: _____

Or date applied to student account: _____

WESTLAND HIGH SCHOOL BAND BOOSTERS

STUDENT ACCOUNT REQUEST FORM

Fill out the form and return it to any executive board member or band director

Student Name _____

I confirm there are sufficient funds in my child's account and authorize \$ _____
to be taken his/her account and used to pay for:

Description _____ Amount \$ _____

Description _____ Amount \$ _____

Signed: _____ Date: _____

For bookkeeping purposes only:

Date and amount applied to student account: _____

WESTLAND HIGH SCHOOL BAND BOOSTERS

BOOSTER MEMEBERSHIP APPLICATION

Booster Name: _____

Booster Name: _____

Street Address: _____

City, State, Zip _____

Home Phone _____

E-Mail Address _____

E-Mail Address _____

Band Member _____

Fr ___ Soph ___ Jun ___ Sr ___ Instrument _____

Band Member _____

Fr ___ Soph ___ Jun ___ Sr ___ Instrument _____

Band Member _____

Fr ___ Soph ___ Jun ___ Sr ___ Instrument _____

Membership \$5.00 per person X _____ = _____ Cash _____ Check _____

Make Checks Payable to Westland Band Boosters

Membership forms with payment can be turned in at any booster meeting or contact the membership chairperson

**WESTLAND BAND BOOSTERS
CHAPERONE APPLICATION**

Name _____

Street Address _____

City, State, Zip _____

Phone (home) _____

Phone (cell) _____

E-mail _____

Student's Name (s) _____

Are you certified medical personnel Yes _____ No _____

If yes check which apply EMT _____ Nurse _____ MD _____ Other _____

If other please specify _____

Are you CPR certified Yes _____ No _____

Please list any previous chaperoning experience with the band:

Please list any other previous chaperoning experience:

It is a school policy for students not to smoke or use illegal drugs. If you smoke, would you be willing not to smoke in front of the students so as not to create a double standard as an example? _____

I have read the attached rules and agree to enforce them as a chaperone for the band.

Signature _____

Date _____