**BAND FAMILY HANDBOOK**

**BAND BOOSTER ORGANIZATION**

The Southgate Band Boosters organization is a volunteer group whose primary purpose is to raise funds to help support the Southgate Music Program. The music program currently includes the Symphonic Band, Concert Band, Marching Band, Color Guard, Winter Guard, Winter Percussion and Choir. The funds raised by the Boosters benefit all Southgate Music programs (Davidson and Anderson). Membership is comprised of present band student's parents from Anderson and Davidson schools. (We highly encourage family participation at the Davidson level). The primary goal of the group is fundraising, with providing physical and emotional support for the Music Program an equally important component. We need you! Please volunteer and attend as many meetings as you can!

Examples of fundraising by the organization include collecting membership fees, Band-a-Rama, Tag Day, March Music Madness and various product sales. Money raised by the group is used to help Southgate Bands in various ways, for example instrument/equipment purchases, concert music purchases, instructor fees for marching competitions, Solo and Ensemble accompaniment fees, and purchasing supplies for props, as well as allowing band families to earn funds to offset band camp fees, trip fees and band apparel.

Physical support includes chaperoning students; transporting students to competitions, home football games and band festival; helping place equipment on the field during competitions (pit crew), building props, and helping maintain the band uniforms. Emotional support to the bands is evident by the interest and commitment that the student sees as the parents turn out to help them participate in a quality program.

Any person who fits the criteria outlined in the By-Laws and would like to join the Southgate Band Boosters may do so by signing up at the monthly membership meetings or by contacting any booster officer. Membership in the organization costs $1.00 per person and is necessary to obtain voting privileges. Membership meetings are held monthly and provide the opportunities to meet other band parents and have greater access to band information. Last--but certainly not least—your participation provides an avenue to spend time with your band student and share in a very important part of their school experience.

**Important Band Contact Information:**

Band Director Brendan Walter; [walterb@sgate.k12.mi.us](http://walterb@sgate.k12.mi.us)

Middle School Band Director ; Toby Kmet; [kmett@sgate.k12.mi.us](http://kmett@sgate.k12.mi.us)

Assistant Band Director- Zack Novicki; novickiz@sgate.k12.mi.us

President - Martha Hancock; [sbbpresident1@gmail.com](http://sbbpresident1@gmail.com)

Vice President – Deanna Calleja; [sbbvicepresident@gmail.com](http://sbbvicepresident@gmail.com)

Secretary – Rebecca Mexico ; [sbbsecretary2@gmail.com](mailto:sbbsecretary2@gmail.com)

Treasurer -  Diana Fritts ; [sbbtreasurer@gmail.com](mailto:sbbtreasurer@gmail.com)

Trustee – Jennifer Hartley sbbtrustee3@gmail.com

Trustee – Eric Ludtke sbbtrustee2@gmail.com

Trustee – Greg Zavicar  sbbtrustee1@gmail.com

**COMMITTEES**

Below is a list of the various committees needed to sustain the booster organization:

|  |  |
| --- | --- |
| Nominating | Scrip\* |
| Band-A-Rama | Show Shirts/Sweatshirts/Hoodies |
| Pre-Sale Competition Tickets | Tag Day |
| 50/50 Raffle | Trunk or Treat chairperson |
| Pit Crew | Trailer Maintenance |
| Student Credit\* | Volunteer |
| Banquet | Fundraising chairperson |
| March Music Meltdown | Uniform |
| Bus Chaperone | Band Camp |
| Concessions | Flag Making |

Please remember this organization is run and operated by volunteers. To volunteer, you do not need to chair a committee. There are tons of opportunities! We need every family's help!! Do you wish you could be involved in the Band and/or Boosters but have limited time? Do you have a special talent? We are always looking for people who possess "special" or unique gifts that we can utilize at one time or another. This could include anything from welding to sewing to basket weaving; we never know what skills might be needed from season to season. And, what better place to find it, than within our own band family. So again, if you specialize in something you would like to share with the band, even if it is on a limited basis, please contact any booster member. We will make a list of these "special talents" and call you when/if the need arises.

Everyone 18 years or older who volunteers or is around any music student within the Music Programs must complete a district and state required criminal background check. This is for the protection of our students. All information will be kept confidential!

**Nominating Chairperson**

Included in the Band Booster By-Laws.

**Scrip Chairperson**

Scrip is our band's easiest fundraiser. Scrip is gift certificates for grocery stores, clothing/department stores, restaurants, fast food places, gas stations, etc. There are no extra costs involved in purchasing scrip, and you lose no money. The store donates a portion of their profit to us through scrip. What you spend is what you receive in the form of gift certificates, so you shop with them instead of cash. For example, if you purchase $100 in Macy's Scrip you receive a $100 gift certificate. Macy's gives the band 10% of that money or $10.00. Then 75% of that $10.00 (or $7.50), would go into your student's credit account and the other 25% (or $2.50) would go to the band. It's that simple! The best part is both the band and student benefit. It does not seem like a lot, but it sure adds up annually. The scrip chairperson is responsible for maintaining a supply of scrip certificates, distributing them upon request, receiving payments, recording profits and student credit.

**Band-A-Rama Chairperson/Committee**

      There are many opportunities to help with Band-A-Rama such as set-up, tear down, ticket sales, hall monitors, flower sales, concessions and program ad sales, to name a few.

**Show Shirt/marching band merchandise Chairperson**

      This chairperson is responsible for working with the director and a t-shirt printing company, for designing and creating the annual show shirts. They are also in charge of coordinating the effort to sell the shirts to students, parents, and to the general public during band sponsored events. Each family is encouraged to purchase show shirts and to wear them to band performances, which shows students our support.

**Tag Day Committee**

      A Tag Day is typically held each year where we canvass the neighborhoods, usually in the spring, collecting money for the band program. This fundraiser has no overhead and all of the money collected is 100% profit. All band students involved in this fundraiser. Approximately, two weeks before the event, we get the word out to the community that the fundraiser is coming. Then, volunteer families with cars or vans help the students collect money in the designated neighborhood.

**50/50 Raffle Chairperson**

      50/50 raffle tickets are sold at Band-A-Rama and other band functions. This chairperson is responsible for maintaining the ticket supply, selling tickets, counting the money and drawing the winning ticket.

**Pit Crew Chairperson**

The Pit Crew assists the marching band in the proper placement of band equipment on the field. This is a group whose primary purpose is to allow the band maximum performance time on the field during competition. There are no qualifications to meet, just a willingness to assist in field set-up and exit.

      Each marching band performing at a competition has fifteen (15) minutes of performance time. These fifteen (15) minutes start from the moment the starter allows the pit crew onto the field, and ends when the last member of either the marching band or the pit crew has exited the field. In order to maximize the band's actual performance time, it is essential for the pit crew to set equipment onto the field as quickly as possible. This includes any "props" the band may be using in the show. So how much time are we talking about? It varies from year to year, but usually takes about two (2) minutes to set up and one and a half (1-1/2) minutes to clear the field.

Side benefits of being a "Pit" member includes:

• Guaranteed unobstructed front row viewing of each performance

• A chance to meet other band parents

      Participation in the pit crew is open to anyone, whether you have a student in the marching band or not. Please remember, you must have a background check on file to be in the pit crew

**Trailer Maintenance**

      This chairperson will coordinate the maintenance required to keep the band trailers ready to go and in service. This work includes keeping the wheels, brakes and tires in good condition, ensuring the lights work properly, and ensuring drivers are licensed and insured, qualified, and has the proper equipment for pulling the trailers.

**Student Credit Chairperson**

       Please see Band Booster By-Laws for approved student credit uses. The Band Booster Organization provides many opportunities to acquire student credit in order to help parents offset out-of-pocket expenses. Not only does the student/parent benefit from fundraising, but all Southgate Bands also benefit. As soon as your student joins the Southgate Band Program (as early as 6th grade), they are given a credit account, identified by student, which is maintained by the student credit chairperson. Each time a student participates in a fundraiser, works bingo or purchases scrip, their account is credited with the amount earned, typically by the beginning of the following month after the fundraiser ends, You may call or email the student credit chairperson to inquire about the available amount for your student.

      Generally, when your student reaches his/her 8th Grade year, they have an opportunity to participate in the marching band. There are many costs associated with this opportunity, such as maintaining a working instrument, music lessons, band camp, uniform costs (excluding deposit) and band trips. Winter Guard programs are open starting in the 6th grade.

**Volunteer Committee** This chairperson is responsible for coordinating workers for events. A key task is helping other committees staffing needs match the various families' skill sets.

**Banquet Committee**

This chairperson will help coordinate the marching band banquet held each year. The banquet allow students and families the opportunity to celebrate their accomplishments. Tasks include setting the location, menus, decorations, etc.

**Fundraising Chairpersons**

      Various fundraising activities (ham sales, pizza kits, class fundraising, etc.) each require a chairperson. The Chair will be responsible for communicating the specifics of the program, distributing paperwork, collecting the proceeds, calculating and reporting the student credit earned to the Student Credit Chairperson, and submitting a written report to the Treasurer detailing the expenses, profit and student credit earned.

**March Music Madness**

      This chairperson works with the Volunteer chairs coordinating workers for the March Music Madness, which is held in March. Concessions, basket raffles, 50/50 raffle sellers, clean-up workers, etc. are needed. Each grade performs at a specified time. Parents, relatives and friends are invited to watch students perform and participate in the raffles and concessions sales. A donation to the program by each person entering the building is encouraged, as this is a fundraiser for the band. Students are asked to donate desserts to be served for this event. All families are encouraged to work during times when other grades are performing so each family has the opportunity to watch and enjoy their student's performance.

**Uniform Chairperson/Committee**

      The uniform committee is responsible for fitting all new members, re-fitting existing members, distributing, collecting and inventorying uniforms as well as collecting and refunding uniforms deposits. They are also responsible for ordering shoes for incoming freshman, and attending competitions to assist students with missing items such as gloves, shakes, etc.

**Bus Chaperone Chairperson**

      This chairperson coordinates chaperones to supervise the bus trips for competitions and any other band related trips involving the transportation of the band students. This involves recruiting booster members for chaperones, organizing effective chaperoning for each event and providing the chaperones with any and all resources they need to effectively supervise band students in transport.

**Concession Chairperson/Committee**

      The concessions chairperson is responsible for setting up, procuring and running our concessions at the various events such as Band-A-Rama. We sell pop, water, hot dogs, popcorn, nachos, baked goods and other various items as part of our fundraising activities at special events. Baked goods and other similar items (such as bottled water) may be donated and must be solicited form members. Other items such as pop, nachos, popcorn, etc. are bought, prepared for sale, and sold.

**Flag Making Chairperson/Committee**

      Every year we hand cut out and sew flags for use by the color guard in competitions. This chairperson plans and organizes volunteers for flag making and helps in obtaining the materials and equipment necessary for flag making. Major flag making effort is undertaken at band camp and necessary follow-up and finishing off directly thereafter.

**MARCHING BAND PERFORMANCES**

There are various types of band performances. These performances are: marching band competitions, Band-A-Rama, Symphonic/Concert/Jazz Band performances, parades, and football games/halftime shows. The following is a capsulated view of the five types of performances:

**Competitions**

     Competitions are a very special part of the marching band experience at Anderson. We have a history of excellence and are highly regarded by our competitors. The success of the Anderson Marching Band is the result of hundreds of Southgate band members through the years. We have a responsibility to maintain and expand the high standards of competitive excellence that so many have worked so hard to establish.

     Competition season begins with pre-camp practices throughout the summer before marching season and runs until early November. Students who wish to participate in the marching band MUST learn their assigned music, attend band camp in August and attend all practices. Practices are held Tuesday, Wednesday, Thursday and Saturday's for the entire marching band season (subject to change each year) and are mandatory. Saturday morning practices will be held before competitions. The Band Director chooses rehearsal times. Competitions are usually held on Saturday afternoons or evenings. However plan on your child being gone the entire day.

In addition to full band practice, your student will be encouraged to attend sectional

     practices. These practices are critical to each section's performance and improvement. They also help promote teamwork and cohesion within each section of the band.

     The competition experience carries with it a tremendous amount of emotion. Because of the amount of time, work and discipline that are necessary to produce a top-level competitive band performance, we become very close to one another. We share discomfort, at times seemingly unending tedium, fatigue, oppressive heat, chilling cold, rain soaked rehearsal fields, long bus rides, joy and many successes. Through all this, we endure and are always better for it. This program encourages camaraderie, self-discipline, self-confidence, pride in yourself and in your school, personal growth in yourself and in the program, exercise and excitement! Don't let your student miss out on this wonderful opportunity!

**Band-A-Rama**

     Band-A-Rama is traditionally the concluding performance of the fall band season and normally takes place in December. The students perform before family, friends, teachers and peers for three nights in the Anderson Gym. During these nights, the program includes the competition show music, color guard presentations, 7th  Grade Band, 8th Grade Band, various musical performances, dance numbers and many other entertaining acts. Band-A-Rama is truly a highlight in the band program. All students in the Southgate Music Program will perform sometime during Band-A-Rama. ATTENDANCE IS MANDATORY. If you do not attend all previous mandatory events, you will not be allowed to perform in Band A Rama. A schedule will be sent home with your student.

**Symphonic/Concert/Jazz Band Performances**

Symphonic and Concert band performances may include the Winter Concert, Spring

     Concert, Solo & Ensemble Festival, and March Music Madness These performances encompass students in grades 6 through 12.

**Parades**

     The Anderson and Davidson marching bands usually march in the Southgate Heritage Day Parade in June and the Homecoming Parade in October. Other parade performances may also include the Wyandotte Christmas Parade, Detroit Thanksgiving Day Parade, Allen Park Light Parade, and other events. Full uniform dress is required at most parades. Attire for the Heritage Day Parade will be determined by the Band Director and relayed to the student prior to the parade.

**Football games**

     The Anderson marching band will play during the pregame and at half time at home football games. While the game is going on, the band will be seated in the designated bleachers at the stadium, and must be ready to play the fight song each time our team scores. Students will be required to remain seated in the bleachers until the game is over. Only a few students at a time will be allowed to leave the bleachers to use the restroom. This will be at the chaperones' discretion. Uniforms must be left on during the entire game. There are numerous things around the football stadium that can ruin the uniform, please be careful.

The Davidson band students also perform at one selected high school football game.

**BAND CAMP**

Each marching band member, including color guard must attend band camp. This is where the students learn the show and the various components come together. Students are expected to have the show music memorized and be able to play it before attending band camp. The director hires instructional staff members who will attend camp and teach/instruct the students in the specific marching sets and each section with their music. Each day is filled with practice either in sectionals or with the entire band (usually practice is 8-9 hours per day). Activities are planned for the whole band in the evenings and are mandatory for all band camp participants. For example: Rookie night, Karaoke, DJ & Dance, Band Olympics, Skit night, Senior night, etc. Each marching band student is required to have a show shirt, socks and shoes, which are worn on the last day (Saturday) at their performance for the parents and family. Guard students are required to wear band show shirt, black shorts, and black shoes. There are also pictures taken that day that will be used throughout the year for different brochures.

COST ESTIMATES:

Below is a list of approximate costs that will be incurred by each high school marching band member (not exclusive) each year. Please see Marching Band information regarding ways that you can raise Student Credit to help pay for these fees:

Band Camp $ 250.00 yearly

Marching Band Fee $ 750.00 yearly

Band Polo Shirt $ 20.00 (initial year *I* yearly as necessary)

Bibbers $ 75.00 (initial year *I* yearly as necessary -except guard)

Band Shoes $ 50.00 (initial year *I* yearly as necessary -except guard)

Gloves $   5.00 per pair after 1st pair(as needed)

Uniform Deposit $ 25.00 (1st year; returned end of senior year)

Dry Cleaning $ 10.00± after every 2 performances

Band Hoodies or Jacket $ (optional- Prices vary)

Winter Guard Programs $300 - $800 per year, depending on level

Winter Drumline Program $800 per year

The booster organization accepts payment in the form of check, money orders, and student credit. There is a $50 fee for NSF checks. An envelope containing checks or money orders, addressed with the student's name and an explanation of what the payment is for can be dropped in the Anderson or Davidson schools' band boxes, located in each schools' band room.

The booster organization appreciates your taking the time to read through this document and your interest in the band programs. We welcome all constructive input. Please contact a member of the Booster Board with any questions you may have.