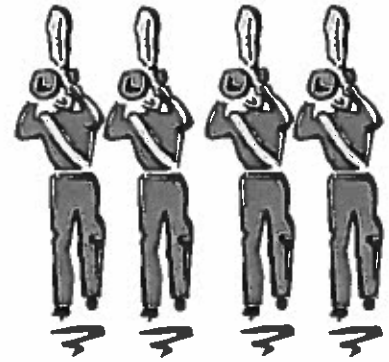


Cedar Springs Bands

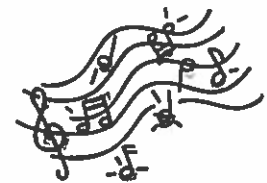
www.cedarspringsbands.org



Dear Parent/Guardian and Student:

The fall marching season will begin in just a little more than eight weeks. This letter contains information you will need to know about Monday night rehearsals and band camp.

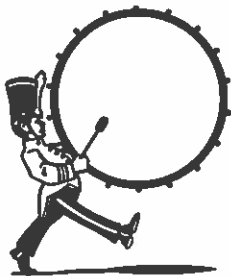
- **Monday night rehearsals begin on July 11 6:00 p.m. – 9:00 p.m.** Please come prepared to be outside for part of the practices on the football field. (Tennis shoes are a MUST!) In the event of rain, we will still have rehearsal. Practices will continue every Monday night after that through early November except for Band Camp week, August 8 and Labor Day. It is expected that all members of the marching band attend every Monday night rehearsal. Colorguard and Drumline may have different schedules until after band camp – all practices are listed on the website www.cedarspringsbands.org under the Calendar tab.
- Marching and concert band uniform fitting will take place on **Monday, August 15** in the HIGH SCHOOL band room. Upperclassmen (10th – 12th grades) should come to be fitted any time from 12:00 p.m. to 2:00 p.m. All freshmen should arrive between 2:00 p.m. to 5:00 p.m. to be fitted for a marching uniform, a concert uniform and shoes. (Color Guard members who will also be in concert band should also come in to be fitted for a concert uniform.) It is **your responsibility** to make sure you have been fitted for both uniforms and marching shoes. If you are unavailable to be fitted on this date or would like to help during uniform fitting day, please call Stacey Velling, at 696-3673, or email her at staceyv4@charter.net
- **Pre-Band Camp will be held on Monday, July 25 through Thursday, July 28 from 9am until Noon everyday for all brass and woodwind members. This is required, but please communicate any conflicts. Guard and Drumline camp dates will be announced before June 8.**
- **Band camp is Monday – Friday, August 1 to 5, starting daily at 8:00 a.m. until 8:30 p.m. (except Wednesday and Friday) See attached band camp schedule.** It will be held at the High School. Students need to be ready to play at 8:00 a.m. and not just arriving. We recommend arriving at least ten minutes before any given rehearsal in order to get your instrument out and to generally be prepared. (If you're early, you're on time. If you're on time, you're late!) **BAND CAMP IS NOT OPTIONAL. IT IS A REQUIREMENT OF THE HIGH SCHOOL BAND AND EVERYONE IS EXPECTED TO BE THERE.** If you do not attend you will not have a place in the drill and will become an alternate. When individuals are absent from any rehearsals, the whole band suffers. Please avoid scheduling any appointments or family trips for your son or daughter during band camp week.
- Attire for pre-band camp and band camp needs to be flexible and functional. Quite often, mornings are cool and afternoons are HOT! Every once in awhile, it rains. Students need to come prepared to march in ALL of these conditions. Students are daily required to wear/bring:
 1. A positive attitude and a smile.
 2. Instrument, flip folder, music, reeds, etc.
 3. Hat and sunglasses
 4. Sunscreen (SPF 15 or higher)
 5. Tennis shoes and socks (NO SANDALS)
 6. School dress code applies. Light-colored clothes are best.
 7. Pencil(s)
 8. Three-ring binder (1/2" – 1" thick) and some clear plastic sheet protectors
 9. **MOST IMPORTANTLY: Please bring an insulated-type beverage container or bottle filled with at least 20 ounces of water with your name marked clearly on the outside of the container. Music Boosters will have water available for you to refill it throughout the day.**
- School policy will not allow us to distribute any type of medication that is to be taken orally. If a student develops a headache, runny nose, or twists an ankle, **we cannot** administer any aspirin, Tylenol, Benadryl, or the like, they will have to come prepared with their own.
- The band takes a short break once in the morning and once in the afternoon during Band Camp. Snacks will be provided during both breaks. Lunch time will be around 12:00 p.m. Students will be provided a lunch or may bring their own hearty lunch with lots of carbohydrates for energy and a drink. Music Boosters will also be providing a dinner for all members. Please avoid bringing energy



drinks to consume at band camp. Due to legal liability, **NO BAND MEMBER WILL LEAVE CAMPUS DURING BAND CAMP SCHEDULED TIMES.** A student will only be permitted to leave campus if accompanied by a parent. A note will not be sufficient. There will be no exceptions to this rule.

- On Friday evening, August 5th, the band will have a performance to show what they have accomplished during the week. The uniform will be **khaki shorts and their new marching band T-shirt.** Khaki shorts are the individual's responsibility. The T-shirt is provided through the payment of your band camp cost and will be given to each band member shortly before the performance. The performance is open to any and all parents, family and friends who may wish to watch and it will start at 6:30 p.m.
- Signups for fall concessions and other fall volunteer jobs will be available during Monday night rehearsals, uniform fitting and band camp week. This year we are asking that every student's parent(s) volunteer to work at least six hours throughout the fall season. Please the attached information sheet for more details.
- All parents are cordially invited to a parent meeting on Monday, July 18th at 8:30 p.m. in the High School Auditorium. You will find this meeting very helpful in answering any questions you may have about marching band or Music Boosters. You will have the opportunity to meet many other parents whose children are also involved in the band program.
- The cost for this year's band camp will be \$100.00, which covers the cost of a marching-show themed T-shirt, a hooded sweatshirt, and band camp dinners. The T-shirt will be worn under the marching band uniform for each performance. **Total payment is due by Tuesday, May 31. Parents and siblings can also pre-order (with full payment) a marching show themed T-shirt and/or hooded sweatshirt by contacting Stacey Velting at 696-3673 by July 18th. Turn in the attached order form to the band office with a check made out to CEDAR SPRINGS MUSIC BOOSTERS.**
- A uniform care/replacement, band commitment and health form have been included. It is imperative that we have permission to treat your child if we cannot reach you. The signed health/band commitment form is due back to the band room by **Tuesday, May 31. ALL BAND PARTICIPATION COSTS MUST BE PAID BY TUESDAY, MAY 31.** Uniforms will only be issued to those students who have paid all fees.
- **NO FINGERNAIL POLISH, EARRINGS OR FACIAL PIERCINGS shall be worn while in uniform. All hair must be pinned up inside the shako (hat).**

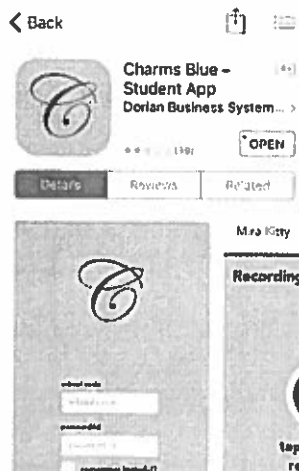
Accessing Charms Software:



You will find Charms software a valuable asset for band information. Parents and students can update personal information such as email addresses or telephone numbers on this site. In order to keep parents and students informed about upcoming events, rehearsals, and other items, emails are sent throughout the marching season to all email addresses listed on Charms.

To access Charms, please visit www.charmsoffice.com

1. Select "Login" - "Parents/Students/Members".
2. Our school code is: cedarspringsbands.
3. At the student area password, please enter your student six-digit ID number. You will then be prompted to change that password to that of your choosing.



Also, check out the 'CHARMS BLUE' app in the App Store or on Android devices. This lets students see financial statements, listen to recordings, record themselves and much more!

REMIND

Attached to this sheet, you will find directions to sign up for instant alerts or announcements through Remind.com. These messages can come directly to your cell phone via text or to your email.

This is our main way of communicating weather cancellations, rehearsal reminders and other urgent communications.

Students and parents can reply and text the directors securely through through this service.

EFFECTIVE AND CONSTANT COMMUNICATION IS OUR KEY TO SUCCESS!

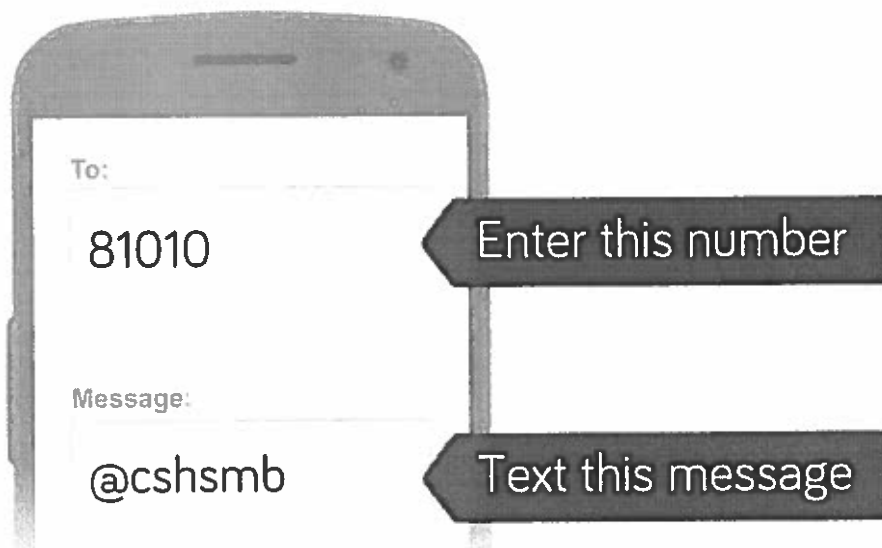
Please sign up for this service.

Mr. Borst would like you to join CSHS Marching Band!



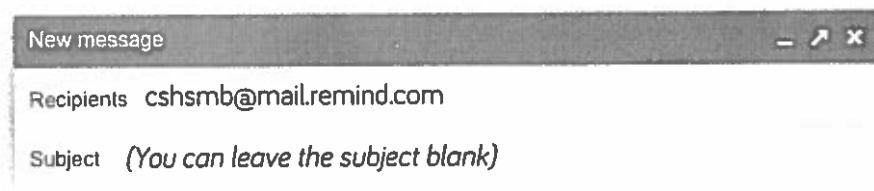
To receive messages via text, text **@cshsmb** to **81010**. You can opt-out of messages at anytime by replying, 'unsubscribe @cshsmb'.

Trouble using 81010? Try texting **@cshsmb** to (616) 371-2112 instead.



*Standard text message rates apply.

Or to receive messages via email, send an email to **cshsmb@mail.remind.com**. To unsubscribe, reply with 'unsubscribe' in the subject line.



WHAT IS REMIND AND WHY IS IT SAFE?

Remind is a free, safe, and simple messaging tool that helps teachers share important updates and reminders with students & parents. Subscribe by text, email or using the Remind app. All personal information is kept private. Teachers will never see your phone number, nor will you see theirs.

Visit remind.com to learn more.

CSHS Band Camp 2016 - Daily Schedule

(Theme days to be announced later)

Monday, August 1 – Section Day (you will get shirts in the morning)

Tuesday, August 2

8am Full band meeting in band room
12pm Lunch
1pm Sectionals
3:30pm Full Ensemble Music in Auditorium (drumline/guard sectionals)
4:30pm Dinner
5:30pm Mandatory game time
6pm Full ensemble on field
8:30pm Dismissed

Wednesday, August 3

8am Sectionals (winds and percussion - basics)
10ish Drill
12pm Lunch
1pm Sectionals
3:30pm Full ensemble music or drill time
5pm EARLY DISMISSAL

Thursday, August 4

8am Sectionals (winds and percussion - basics)
10ish Drill
12pm Lunch
1pm Sectionals
3:30pm Full ensemble music or drill time
4:30 Dinner – provided by boosters
5:30 Mandatory game time
6pm Full ensemble on field
8:30pm Dismissed

Friday, August 5 – WEAR KHAKI SHORTS FOR PERFORMANCE PLEASE!

8am Sectionals (winds and perc. Basics)
10ish Drill
12pm Lunch
1pm Sectionals
3:30pm Drill
4:30 Dinner – provided by boosters
6:30pm Community performance – stadium
7pm Dismissed

Please remember –

- Tennis shoes (with laces)
- WATER BOTTLE!
- Sunscreen
- Hat or sunglasses
- 3-ring binder (w/ blank pages)
- Light colored clothes (shorts)
- music flipbook and lyre (to hold music)

Please plan on being there all day, everyday of camp!

2016 CSHS Marching Band Show Shirts/Hooded Sweatshirts Pre-Order

THIS FORM IS DUE ON OR BEFORE MONDAY, JULY 18, 2016

Short Sleeve T-Shirts

Quantity	Size	Price (each)	Total
_____	Small	\$10.00	\$_____
_____	Medium	\$10.00	\$_____
_____	Large	\$10.00	\$_____
_____	X Large	\$10.00	\$_____
_____	XX Large	\$12.00	\$_____
_____	XXX Large	\$12.00	\$_____

Hooded Sweatshirts

Quantity	Size	Price (each)	Total
_____	Small	\$22.00	\$_____
_____	Medium	\$22.00	\$_____
_____	Large	\$22.00	\$_____
_____	X Large	\$22.00	\$_____
_____	XX Large	\$24.00	\$_____
_____	XXX Large	\$24.00	\$_____

TOTAL DUE \$_____

Checks payable to Cedar Springs Music Boosters

Money due upon delivery at Band Camp Performance on Friday, August 5 at 6:30pm

**CSHS BAND VOLUNTEER CONNECTION
2016-2017 MARCHING BAND**

Participation by all band parents is imperative to allow for a successful year and a quality band experience. Parent volunteers are needed for the following areas. Please check any area(s) in which you would be able to volunteer and return this form with the medical form.

Please note that volunteer signups will be available at Monday night rehearsals beginning July 11 and at band camp, for you want to sign up for certain events. Thank you!

Name Phone #

E-mail address

- Pit Crew** (Assist band members moving equipment on and off the field both at every football game and all competitions. Must purchase a show shirt and wear all black.)
- Props** (Help build props for the band's performance.)

- Trailer Driver** (Own a heavy-duty towing vehicle and be able to haul the band trailer to Competitions.)
- Band Trailer Maintenance** (Perform maintenance as needed on the band trailer.)

- Uniform Fitting** (Help fit uniforms for all band students one day in August.)

- Seamstress** (Help hem or repair uniforms/guard costumes)

- Color Guard Liaison** (Assist guard members as needed.)

- Band Camp** (Make sure water is available throughout each day, help prepare or serve meals during camp and/or various other activities as needed.)
- Rookie Liaison** (Help freshmen parents and band students feel welcome in the High School Band program.)
- Hospitality** (Provide purchased or homemade food items for band students and/or judges for band camp, long rehearsal days, competitions, and festivals.)
- Publicity** (Notify local newspapers of band happenings and events.)

- Photographer** (Take pictures to be included on the marching band DVD.)

- Concessions** (Work in the concession stand during Friday night games or the Red Flannel Day competitions.)
- Fundraising Committee** (Plan and coordinate fundraising activities.)

- Red Flannel Day Competition** (Help with various duties throughout the day)

- Social Media Administrator** (create events, publicity, add pictures, etc. facebook/twitter)

Cedar Springs Music Department
Medical Emergency Information / Health Form
 Student Information (please print legibly)

(Please don't forget to fill this out)



Student's Name: _____
 Phone #: _____ Cell Phone #: _____
 Mailing Address: _____
 Student's Email: _____

Please select the following T-shirt and hoodie sizes.

T-shirt: _____
 Hoodie: _____

Parent/Guardian Information (please print legibly)

Mother/Guardian: _____ Father/Guardian: _____
 Home Phone #: _____ Home Phone #: _____
 Work Phone #: _____ Work Phone #: _____
 Cell Phone #: _____ Cell Phone #: _____
 Parent / Guardian Emails: _____

Emergency Information

Person to be notified in an emergency	Phone #	
Insurance Information:		
Insured Name	Company	Policy Number
Medical History (past and present problems of importance):		
1. Allergies:		
2. Medications being used (including dosage and frequency):		
3. Any health problems of possible significance:		
4. Any other medical information considered important:		
5. Doctor: _____		Phone #: _____
6. Dietary Restrictions (Gluten Free, food allergies, etc.) _____		

EMERGENCY TREATMENT PERMISSION

In the event of any emergency and we cannot reach the above mentioned people, the undersigned hereby grants authority to be exercised at the discretion of the CSHS Music Staff / Music Boosters to obtain whatever medical assistance and/or treatment that may be necessary for my child, the student named above.
 I also grant permission for my child to attend any activities sponsored by the Cedar Springs High School Band.

Parent Signature _____

Date _____

Band Participation Cost

Due by Tuesday, May 31, 2016 – TURN IN THESE FORMS AT THE HS OR MS MAIN OFFICE!

Student Name: _____

Balance in Student Account as of May 2016 _____

Band Camp Participation Fee: _____ **\$100.00**

Balance in Student Account after deduction of Band Camp Fee: _____

TOTAL AMOUNT DUE: _____

Please make checks or money order payable to: **CEDAR SPRINGS MUSIC BOOSTERS**

Any money owed should be turned in at the band room with this completed form.

Uniform and Equipment

Student:

I will keep my uniform in good condition. If any repairs need to be made, I will advise a music booster. I understand that my uniform, hat and shoes will be kept in the band room storage area after each performance. If any portion of my uniform is **not** returned at the end of the year or is returned in an unrepairable condition, I understand that I will be required to pay a replacement fee.

During marching season, I also understand that it is my responsibility to attend all performances (competitions, football games, parades, etc.) dressed in proper attire which includes the official 2016 marching band show shirt, black socks, black marching shoes and white gloves or assigned color guard costume. During concert season, I understand that it is my responsibility to attend all performances dressed in proper attire which includes black socks or black nylons with assigned black shoes and my concert uniform. In addition, I realize that I am responsible for any equipment I am issued for use and that I may be charged for its loss or damage.

Band Commitment Form

Student:

- By signing this form, I am making the commitment to participate in the Cedar Springs High School Band program during the 2016-2017 school year. As a student member in this performing ensemble, it is my responsibility to attend all scheduled camps, rehearsals, parades, football games, community performances and competitions. I understand that it is my responsibility to notify the director and/or guard/drum line/pit instructor as soon as possible if I am unable to be at a performance or rehearsal by calling the band office at 696-1200, ext. 6224 or by a parental-signed note.
 - **Performances:** Directors and instructors must be notified no later than **2 weeks** prior to the scheduled performance for a planned absence.
 - **Rehearsals:** Directors and instructors must be notified no later than **24 hours** in advance for a planned absence.
 - I also understand that the directors will understand if emergencies arise that do not allow for prior notice. A written note after the emergency has subsided will suffice.
- I understand that it is my responsibility to stress the importance of punctuality to my parents so that I do not suffer negative consequences for tardiness or absenteeism.
- I understand that summer band camp (August 1-5) is **mandatory**.

Parents:

- I give my child permission to participate in the 2016-2017 band season and I realize that attendance at all practices and performances is required to perform and compete successfully.
- I understand the above statements and the commitment that my child is making to the CSHS Band.
- I understand that my child needs to be at all of these practices and performances on time and will notify the director as soon as possible when my child will be tardy or absent from practices.
- I understand that music booster meetings are held throughout the year and that because my child is in band, I am considered to be a music booster. I understand that my attendance at these meetings is not mandatory, but highly encouraged.

Student Signature

Date

Parent Signature

Date